GENERAL INFORMATION	
Name of formality	License to Operatee Agricultural and Forestry Business (for an Irrigation Business (3rd Scale))
Type of formality	License
Date of last modification	13.10.2020
Responsible Authority	Agriculture and Forestry Department
Who should apply for this formality?	Any individual or legal entity that intends to operate an irrigation business including:(i) Irrigation construction and maintenance business(ii) irrigation surveying and design business
Qualifications needed by the business to get the formality	1. Having irrigation engineers with at least 5 years of working experience as indicated in each scale of irrigation activities.2. The manager of the company must have at least a degree in irrigation and the director of the company must have a certificate in irrigation engineering3. Having sufficient capital and equipment specified for each scale of irrigation activities. The working capital shall cover at least 30% of total intangible assets.4. The company shall meet the conditions for operating irrigation related business.

LEGAL FRAMEWORK			
Name	**Number**	**Date**	**Comment**
Law on Irrigation	26/NA	14.12.2012	
Notice on Licensing and Renewal of the License of Construction and Repair Sector, Consulting Firm on Construction, Study, Survey and Design of the Irrigation	0125/ID	15.01.2020	

REQUIRED DOCUMENTS FORMALITIES		
Name	**Type**	**Comment**
${SUPPORT_NAME}	${SUPPORT_TYPE}	${SUPPORT_COMMENT}

LIST OF ATTACHED DOCUMENTS FOR FIRST TIME APPLICATION		
Name of document	**Type of document**	**File of document**
${ATTACHMENT_NAME}	${ATTACHMENT_TYPE}	${ATTACHMENT_FILE}

LIST OF ATTACHED DOCUMENTS FOR RENEW APPLICATION		
Name of document	**Type of document**	**File of document**
${ATTACHMENT_NAME_RENEW}	${ATTACHMENT_TYPE_RENEW}	${ATTACHMENT_FILE_RENEW}

MEAN OF PRESENTATION		
Means of presentation	At the Authority Offices	
Address of authority	Agriculture and Forestry Department, Vientiane Capital	
Time it takes to the authorities to process the formality	14	After the application is submitted, the Irrigation division shall review the documents, inspect the area, and provide technical comments within 7 working days. After that, they will forward the documents together with the comments to the Department of Planning and Finance for issuing the license

RENEWAL INFORMATION	
Does the formality have a validity or an expiration date?	**How long will the formality be valid for? (in months)**
NO	12

What is the process and conditions to get the formality?	
What is the process and conditions to renew the formality?	The license will be valid from the 1st of January every year and expire on the 31st of December each year. (Refers to the notice on the license and the renewal of the license on the construction and maintenance business, the consultancy on the construction management, irrigation survey-design business, No. 0125, dated 15 January 2020.The company shall extend the license no later than March of each year.

ISSUING FEES				
Has application fees?	**Service fees businesses need to disburse**	**Certificate fees businesses need to disburse**	**Application fees businesses need to disburse**	**Total fees businesses need to disburse**
YES	0.00	50000.00	0.00	50000.00
Comments	The fee shall be based on the Ordinance on the Fees and Service Charges, No. 003/PO, dated 26 December 2012:1. From 500,000,000 LAK and lower - the fee is 300,000 LAK/Time2. From 501,000,00 – 1,000,000,000 LAK - the fee is 400,000 LAK/Time3. From 1,001,000,000 LAK and higher - the fee is 500,000 LAK/Time			

ADDITIONAL ISSUING FEES				
Additional fee names				
NO	0.00	0.00	0.00	0.00
Additional fee c omments				

RENEWAL FEES				
Has renewal fees?	**Service fees businesses need to disburse**	**Certificate fees businesses need to disburse**	**Renewal fees businesses need to disburse**	**Total renewal fees businesses need to disburse**
YES	0.00	50000.00	0.00	50000.00
Comments	The fee shall be based on the Ordinance on the Fees and Service Charges, No. 003/PO, dated 26 December 2012:1. From 500,000,000 LAK and lower - the fee is 300,000 LAK/Time2. From 501,000,00 – 1,000,000,000 LAK - the fee is 400,000 LAK/Time3. From 1,001,000,000 LAK and higher - the fee is 500,000 LAK/Time			

ADDITIONAL RENEWAL FEES	
Additional renewal fees names	

NO	0.00	0.00	0.00	0.00
Additional renewal fees comments				