GENERAL INFORMATION	
Name of formality	Certificate of Electricity Meter Registration
Type of formality	Certificate
Date of last modification	16.10.2020
Responsible Authority	Department of Standardization and Metrology (021 ;)
Who should apply for this formality?	Any individual, legal entity, national or international organization operating businesses including services, import, and sale of all kinds of electricity meters in Lao PDR. They shall have the certificate of registration as well as the certificate of inspection issued by the Department of Standardization and Measurement before the operation.
Qualifications needed by the business to get the formality	The applicant shall be any individual, legal entity, national, or international organization that acquires the business operating license in accordance with the laws of Lao PDR.

LEGAL FRAMEWORK			
Name	**Number**	**Date**	**Comment**
Measure Law (Amended)	36/NA	13.12.2013	Chapter 3, Article 21
Presidential Ordinance on Fees and Service Fees	003/PO	26.12.2012	Article 73 (9.7)
Order on the Management of Electricity Meter in Lao PDR.	1014/MOST	26.09.2016	Article 13 and 14

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	Department of Standardization and Measurement, Ministry of Science and Technology	
Time it takes to the authorities to process the formality	10	- The application shall be considered within 3 working days.- After checking the documents, the inspection shall be conducted, and the certificate will be issued within 7 working days.

RENEWAL INFORMATION	
Does the formality have a validity or an expiration date?	**How long will the formality be valid for? (in months)**
NO	0
What is the process and conditions to get the formality?	
What is the process and conditions to renew the formality?	The certificate will be issued only once with no expiry date.

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	2500.00	0.00	2500.00
Comments	Refer to the Ordinance No. 003/PO on fees and service chargesArticle 74 (9.7), service charges are as follow:- Electricity meter 01 F: 1,500 LAK/unit/2 years- Electricity meter 03 F: 2,500 LAK/unit/2 years			
ADDITIONAL ISSUING FEES				
Additional fee names				
NO	0.00	0.00	0.00	0.00
Additional fee comments				

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**
NO	0.00	0.00	0.00	0.00
Comments				
ADDITIONAL RENEWAL FEES				
Additional renewal fees names				
NO	0.00	0.00	0.00	0.00
Additional renewal fees comments				