

| <b>GENERAL INFORMATION</b>  |   |
|---|---|
| <b>Name of formality</b>  | Certificate of Weighing Scale Registration  |
| <b>Type of formality</b>  | Certificate   |
| <b>Date of last modification</b>                                  | 16.10.2020  |
| <b>Responsible Authority</b>                                      | Department of Standardization and Metrology<br>(021 ;)  |
| <b>Who should apply for this formality?</b>                       | Any individual, legal entity, national or international organization operating businesses including services, import, and sale of all kinds of weighing scales 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. |
| <b>Qualifications needed by the business to get the formality</b> | 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.   |

| <b>LEGAL FRAMEWORK</b>                                  |               |             |                        |
|---|---------------|-------------|------------------------|
| <b>Name</b>   | <b>Number</b> | <b>Date</b> | <b>Comment</b>         |
| 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 74 (9.2)       |
| Order on the Management of Weighing Machine in Lao PDR. | 0544/MOST     | 16.05.2017  | Article 13, 14. 15, 16 |

| <b>REQUIRED DOCUMENTS FORMALITIES</b> |                  |                     |
|---------------------------------------|------------------|---------------------|
| <b>Name</b>                           | <b>Type</b>      | <b>Comment</b>      |
| \${SUPPORT_NAME}                      | \${SUPPORT_TYPE} | \${SUPPORT_COMMENT} |

**LIST OF ATTACHED DOCUMENTS FOR FIRST TIME APPLICATION**

| <b>Name of document</b>         | <b>Type of document</b>         | <b>File of document</b>         |
|---------------------------------|---------------------------------|---------------------------------|
| <code>#{ATTACHMENT_NAME}</code> | <code>#{ATTACHMENT_TYPE}</code> | <code>#{ATTACHMENT_FILE}</code> |

**LIST OF ATTACHED DOCUMENTS FOR RENEW APPLICATION**

| <b>Name of document</b>               | <b>Type of document</b>               | <b>File of document</b>               |
|---------------------------------------|---------------------------------------|---------------------------------------|
| <code>#{ATTACHMENT_NAME_RENEW}</code> | <code>#{ATTACHMENT_TYPE_RENEW}</code> | <code>#{ATTACHMENT_FILE_RENEW}</code> |

**MEAN OF PRESENTATION**

|  |   |   |
|--|---|---|
| <b>Means of presentation</b>                                     | At the Authority Offices  |   |
| <b>Address of authority</b>                                      | Department of Standardization and Measurement, Ministry of Science and Technology |   |
| <b>Time it takes to the authorities to process the formality</b> | 10  | - The application shall be considered within 3 working days.- After checking the documents, the weighing scales shall be inspected, and the certificate will be issued within 7 working days. |

**RENEWAL INFORMATION**

|   |  |
|---|--|
| <b>Does the formality have a validity or an expiration date?</b>  | <b>How long will the formality be valid for? (in months)</b>     |
| NO  | 0  |
| <b>What is the process and conditions to get the formality?</b>   |  |
| <b>What is the process and conditions to renew the formality?</b> | The certificate will be issued only once without no expiry date. |

**ISSUING FEES**

| <b>Has application fees?</b> | <b>Service fees businesses need to disburse</b> | <b>Certificate fees businesses need to disburse</b> | <b>Application fees businesses need to disburse</b> | <b>Total fees businesses need to disburse</b> |
|------------------------------|---|---|---|---|
|------------------------------|---|---|---|---|

|                                |   |      |      |      |
|--------------------------------|---|------|------|------|
| YES                            | 0.00  | 0.00 | 0.00 | 0.00 |
| <b>Comments</b>                | Refer to the Presidential Ordinance, No. 003/PO, Article 73 on Fees for the Registration of Measurement Activities, Clause 01. Registration for the inspection of measurement equipment is charged according to the size of each scale:- Analog weigh scale: 6,000 LAK/Unit- Digital weigh scale: 25,000 LAK/Unit |      |      |      |
| <b>ADDITIONAL ISSUING FEES</b> |   |      |      |      |
| <b>Additional fee names</b>    |   |      |      |      |
| NO                             | 0.00  | 0.00 | 0.00 | 0.00 |
| <b>Additional fee comments</b> |   |      |      |      |

| <b>RENEWAL FEES</b>                     |   |   |   |   |
|---|---|---|---|---|
| <b>Has renewal fees?</b>                | <b>Service fees businesses need to disburse</b> | <b>Certificate fees businesses need to disburse</b> | <b>Renewal fees businesses need to disburse</b> | <b>Total renewal fees businesses need to disburse</b> |
| NO                                      | 0.00  | 0.00  | 0.00  | 0.00  |
| <b>Comments</b>                         |   |   |   |   |
| <b>ADDITIONAL RENEWAL FEES</b>          |   |   |   |   |
| <b>Additional renewal fees names</b>    |   |   |   |   |
| NO                                      | 0.00  | 0.00  | 0.00  | 0.00  |
| <b>Additional renewal fees comments</b> |   |   |   |   |