

GENERAL INFORMATION	
<b>Name of formality</b>	Certificate of Water Meter Inspection
<b>Type of formality</b>	Certificate
<b>Date of last modification</b>	02.01.2018
<b>Responsible Authority</b>	Department of Standardization and Metrology (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 water meters in Lao PDR. They shall need to be registered with the Provincial Department of Science and Technology before operating or setting up.
<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.

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Order on the Management of Water Meters in Lao PDR.	0543/MOST	16.05.2017	Chapter 4, Article 13 and 14
Presidential Ordinance on Fees and Service Fees	003/PO	26.12.2012	Article 74, Clause 9.8
Measure Law (Amended)	36/NA	13.12.2013	Chapter 3, Article 21

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

LIST OF ATTACHED DOCUMENTS FOR FIRST TIME APPLICATION
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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 water meters shall be checked, 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)
YES		24
What is the process and conditions to get the formality?		
What is the process and conditions to renew the formality?	- The certificate of new water meters inspection before setting up (issued all at once or time by time before installation)- Certificate of inspection after setting up (biennial inspection)	

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

NO	0.00	0.00	0.00	0.00
Comments	Refer to the Ordinance 003/PO, Article 74 (9.8), service charges are as follow:- Size 15 to 20 mm: 1,500 LAK/unit/2 years - Size 25 to 50 mm: 3,500 LAK/unit/2 years- Size 50 to 100 mm: 100,000 LAK/unit/2 years- Size from 100 mm and higher: 150,000 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
YES	0.00	0.00	0.00	0.00
Comments	Refer to the Ordinance 003/PO, Article 74 (9.8), service charges are as follow:- Size 15 to 20 mm: 1,500 LAK/unit/2 years - Size 25 to 50 mm: 3,500 LAK/unit/2 years- Size 50 to 100 mm: 100,000 LAK/unit/2 years- Size from 100 mm and higher: 150,000 LAK/unit/2 years			
ADDITIONAL RENEWAL FEES				
Additional renewal fees names				
NO	0.00	0.00	0.00	0.00
Additional renewal fees comments				