

GENERAL INFORMATION	
Name of formality	Registration of an Animal Farm
Type of formality	Registration
Date of last modification	10.11.2017
Responsible Authority	Agriculture and Forestry Department
Who should apply for this formality?	Any individual, legal entity, and organization that intends to establish an animal farm - the area for raising animals for domestic and export sales. After having a license to establish an animal farm, it is required to have this registration.
Qualifications needed by the business to get the formality	The farm needs to be certified by the District Office of Agriculture and Forestry.

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Order on the Management of Animal Farm Business	0209/MOAF	06.02.2013	Chapter 2 Establishment of Animal Farm (Article 5 and 6)Chapter 3 Animal Farm Standard (Article 9 to Article 17)Chapter 5 Management and Monitoring of Animal Farm (Article 21 to Article 23)
Law on Fisheries	03/NA	07.09.2009	
Law on Livestock and Veterinary (Amended)	08/NA	11.11.2016	Article 69-72
Decree on the Management of Animal Transfer and Animal Products	230/GOV	04.06.2013	

Notice on the Registration of Animal Farm and Registration of Fish Farm in Vientiane Capital of the Year 2017	377/LFD.VTE	06.12.2016	
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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	3	as advised by the authority

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 renewal application shall be submitted and considered within 3 working days.

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	100000.00	10000.00	110000.00
Comments	- The fee is based on the Ordinance No. 003/PO, Article 41, Clause 10 (6.4) on the Approval of the Economic-Technical Feasibility Study of Livestock, Fishery, and Animal Health.- The application fee is advised by the authority.			
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	100000.00	10000.00	110000.00
Comments	- The fee is based on the Ordinance No. 003/PO, Article 41, Clause 10 (6.4) on the Approval of the Economic-Technical Feasibility Study of Livestock, Fishery, and Animal Health.- The application fee is advised by the authority.			
ADDITIONAL RENEWAL FEES				
Additional renewal fees names				

NO	0.00	0.00	0.00	0.00
Additional renewal fees c omments				