

GENERAL INFORMATION

Name of formality	License to Operate Domestic Fuel Distribution Business
Type of formality	License
Date of last modification	09.01.2018
Responsible Authority	Department of Internal Trade (021412436;)
Who should apply for this formality?	Those who intend to operate the domestic fuel distribution business in Lao PDR.
Qualifications needed by the business to get the formality	<p>- Have a business license for domestic distributor company.- Invest and disburse the registered capital as defined in Article 7, clause 1.2 of Decree No. 331/PM.- Hold accounts in accordance with the laws- Have a deposit account with a bank in Lao PDR, additionally all sales and purchase payments shall be made through the bank. - Have a Sales and Purchase agreement with a fuel import-export company, and/or fuel driller and manufacturer.- Have a reserve of fuel in the case of emergency for at least 10 days depending on the averaged daily supply of the previous year in order to supply to their own distribution agents and gas stations.- Have a capacity to import and distribute fuel of at least 50 million liters per year.- Have a registered trademark of the enterprise in accordance with the laws.- Have a fuel depot with the company trademark, and a capacity to store the fuel for 1 million liters or over.- Have at least 10 fuel transporting vehicles belong to their own company or company group; Each vehicle shall meet required technical standards, be registered and inspected through the relevant sector, attached with a logo and color of the company.- Have their own invested gas stations as well as gas dealers as defined by the fuel management authority.- Have testing instruments and octane meter for quality of the fuel as defined by the Ministry of Science and Technology.- Have at least 2 staff who obtained a certificate of training related to the fuel business certified by the fuel management authority.- Have insurance in accordance with the insurance law.- Have a registered capital of 50,000,000,000 LAK or over, including the working capital of 5,000,000,000 LAK or over.</p>

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Decree on Fuel Business	331/PM	27.10.2017	Part II Establishment and Operation of Fuel Business Chapter 1: Establishment of Fuel Business (Article 6 - 8) Chapter 3: Operation of Fuel Distribution Business (Article 19 - 23)
Instruction on Licensing the Business Activities of Industry and Commerce Sector	0045/MoIC.DERM	18.01.2019	
Instruction on the Implementation of some Articles content in Decree on Petroleum Business No. 331/PM, dated 27 October 2017	0521/MOIC.DDT	02.05.2018	
Decision on Enterprise Registration	0023/MoIC.DERM	09.01.2019	
Decision on the Business Activities of the Ministry of Industry and Commerce that requires Business Operating License	0044/MoIC.DERM	18.01.2019	

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 Internal Trade, Ministry of Industry and Commerce	
Time it takes to the authorities to process the formality	30	The review process of the application is defined in the legislation. After receiving all required documents, the Ministry of Industry and Commerce shall work with the relevant sectors to inspect a company within 5 working days. Once the inspection is successfully conducted and the documents are complete, the license shall be issued within 30 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	36
What is the process and conditions to get the formality?	

What is the process and conditions to renew the formality?	<p>The renewal application shall be submitted 90 days prior to its expiry date as the following conditions:- Have a business license for a domestic distributor company.- Invest and disburse the registered capital as defined in Article 7, clause 1 of Decree No. 331/PM.- Hold accounts in accordance with the laws- Have a deposit account with a bank in Lao PDR, additionally all sales and purchase payments shall be made through the bank. - Have a Sales and Purchase agreement with a fuel import-export company, and/or fuel driller and manufacturer.- Have a reserve of fuel in the case of emergency for at least 10 days depending on the averaged daily supply of the previous year in order to supply to their own distribution agents and gas stations.- Have a capacity to import and distribute fuel of at least 50 million liters per year.- Have a registered trademark of the enterprise in accordance with the laws.- Have a fuel depot with the company trademark, and a capacity to store the fuel for 1 million liters or over.- Have at least 10 fuel transporting vehicles belong to their own company or company group; Each vehicle shall meet required technical standards, be registered and inspected through the relevant sector, attached with a logo and color of the company.- Have their own invested gas stations as well as gas retailed stations as defined by the fuel management authority.- Have testing instruments and octane meter for quality of the fuel as defined by the Ministry of Science and Technology.- Have at least 2 staff who obtained a certificate of training related to the fuel business certified by the fuel management authority.- Have insurance in accordance with the insurance law.</p>
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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	Currently, there is no fee collected and defined in any legal act.			
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	Currently, there is no fee collected.			
ADDITIONAL RENEWAL FEES				
Additional renewal fees names				
NO	0.00	0.00	0.00	0.00
Additional renewal fees comments				