

**GENERAL INFORMATION**

<b>Name of formality</b>	License to Operate Domestic Fuel Distribution Business
<b>Type of formality</b>	License
<b>Date of last modification</b>	09.01.2018
<b>Responsible Authority</b>	Department of Internal Trade (021412436;)
<b>Who should apply for this formality?</b>	Those who intend to operate the domestic fuel distribution business in Lao PDR.
<b>Qualifications needed by the business to get the formality</b>	<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>

<b>LEGAL FRAMEWORK</b>			
<b>Name</b>	<b>Number</b>	<b>Date</b>	<b>Comment</b>
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	

<b>REQUIRED DOCUMENTS FORMALITIES</b>		
<b>Name</b>	<b>Type</b>	<b>Comment</b>
#{SUPPORT_NAME}	#{SUPPORT_TYPE}	#{SUPPORT_COMMENT}

<b>LIST OF ATTACHED DOCUMENTS FOR FIRST TIME APPLICATION</b>		
<b>Name of document</b>	<b>Type of document</b>	<b>File of document</b>
#{ATTACHMENT_NAME}	#{ATTACHMENT_TYPE}	#{ATTACHMENT_FILE}

<b>LIST OF ATTACHED DOCUMENTS FOR RENEW APPLICATION</b>		
<b>Name of document</b>	<b>Type of document</b>	<b>File of document</b>
#{ATTACHMENT_NAME_RENEW}	#{ATTACHMENT_TYPE_RENEW}	#{ATTACHMENT_FILE_RENEW}

<b>MEAN OF PRESENTATION</b>		
<b>Means of presentation</b>	At the Authority Offices	
<b>Address of authority</b>	Department of Internal Trade, Ministry of Industry and Commerce	
<b>Time it takes to the authorities to process the formality</b>	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.

<b>RENEWAL INFORMATION</b>	
<b>Does the formality have a validity or an expiration date?</b>	<b>How long will the formality be valid for? (in months)</b>
YES	36
<b>What is the process and conditions to get the formality?</b>	

<b>What is the process and conditions to renew the formality?</b>	<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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<b>ISSUING FEES</b>				
<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>
NO	0.00	0.00	0.00	0.00
<b>Comments</b>	Currently, there is no fee collected and defined in any legal act.			
<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>	Currently, there is no fee collected.			
<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>				