

GENERAL INFORMATION	
Name of formality	Permit to Open National One District One Product (ODOP) Center
Type of formality	Other
Date of last modification	04.06.2020
Responsible Authority	Department of Trade Promotion
Who should apply for this formality?	Local and foreign businesses who have a business operating license and intend to use the ODOP trademark and to open a national ODOP center.
Qualifications needed by the business to get the formality	1. ODOP producers who already have a permit to use the trademark can open the national ODOP center to only sell their own products. If the applicant would like to sell other ODOP products, there shall be a proposal submitted to the Department of Trade Promotion.2. Any individual, legal entity, local and foreign enterprises, who established and operated business in Lao PDR in accordance with the laws and regulations (obtain the Enterprise Registration Certificate) can request to open the national ODOP center or shop.

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Notice on Management and Establishment Permit of National ODOP Shop	0095	31.01.2020	

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		
Time it takes to the authorities to process the formality	10	After all required documents are submitted and the review process is done, the permit shall be issued within 10 working days (If required documents are incomplete, or the consideration at the central level finds that the application fails to comply with the regulations, the applicant shall be notified or further discussion meeting shall be held to solve the issue).

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?	the validation period of using the national ODOP trademark is referred to in the contract with the Trade Promotion authorities on using national ODOP trademark which is valid for 3 years and shall be extended;Business or a business group that has a business operating license shall propose to the District Office and the Provincial Department of Industry and Commerce to assess the business whether it operates on a regular basis or any development, before proposing to the Department of Trade Promotion to extend the permit.
---	---

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	In order to encourage the business to use the trademark, to promote commercial production and distribution, as well as to advertise for more domestic production and consumption.			
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				
ADDITIONAL RENEWAL FEES				

Additional renewal fees names				
NO	0.00	0.00	0.00	0.00
Additional renewal fees c omments				