

GENERAL INFORMATION	
Name of formality	Vessel Use Permit
Type of formality	Other
Date of last modification	11.11.2020
Responsible Authority	Department of Waterways
Who should apply for this formality?	Must be the owner of a vessel which may be an individual, legal entity, or any organization that has an ownership certificate in accordance with the law
Qualifications needed by the business to get the formality	

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Presidential Ordinance on Fees and Service Fees	003/PO	26.12.2012	Article 21.II.2 and Article 24.V.5.1.11
Regulations on Vessel Registration	00177/MPWT	04.01.2013	
Instruction on Vessel Registration	17069/MPWT.IWTD	15.12.2013	

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 Waterways, Ministry of Public Works and Transport	
Time it takes to the authorities to process the formality	7	

RENEWAL INFORMATION

Does the formality have a validity or an expiration date?	How long will the formality be valid for? (in months)
YES	12
What is the process and conditions to get the formality?	
What is the process and conditions to renew the formality?	- When the Vessel Use Permit is about to expire the owner of the vessel shall submit a request letter to Waterway Department 1 month in advance.- The Vessel Use Permit is valid for 1 year, after the Vessel Use Permit is expired the entrepreneur should prepare an application and submit for renewal, and the technical inspection committee will inspect the vessel if the vessel is not in good it needs to be repaired and fixed so that the vessel can sail normally after that the technical inspection committee will issue the Vessel Use Permit.- if the vessel is in the broken condition it is not in accordance with the technical condition and it is not meet the standard the vessel technical committee will ask the entrepreneur to repair and issue a temporary vessel use permit during the period of improvement for 3 months

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	30000.00	200000.00	0.00	230000.00
Comments	Fee and Service Charge will be based on the type of vessel that is different from each type which stated in the Ordinances of the President No. 003/PO			
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	30000.00	200000.00	0.00	230000.00
Comments	Fee and Service Charge will be based on the type of vessel that is different from each type which stated in the Ordinances of the President No. 003/PO			
ADDITIONAL RENEWAL FEES				
Additional renewal fees names				
NO	0.00	0.00	0.00	0.00
Additional renewal fees comments				