

GENERAL INFORMATION	
Name of formality	Licensing Pharmacist for 2nd Class Pharmacy
Type of formality	Certificate
Date of last modification	19.11.2020
Responsible Authority	Food and Drugs Department
Who should apply for this formality?	Those who have a diploma in pharmaceutical field.
Qualifications needed by the business to get the formality	1. Must be a Lao National with permanent residence in Laos for at least 5 years;2. Foreigners or non-Lao National that has a permanent residence in Lao PDR, but has to go through a Lao Pharmaceutical Education System and licensed by the MoH;3. Pharmacist from private or public sector have rights to open pharmacy during or outside the working hour, but has to have at least 2 years of working experience for a rural area, more than 3 years for Municipal areas and can have an official licensed assistant;4. Shall be a person that is not under trial or abandoning position or under disciplinary due to the error in Pharmaceutical Profession;5. Must be fully healthy.

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Law on Drugs and Medical Products (Amended)	07/NA	21.12.2011	
Order on Retail Pharmacy Shop (Amended)	2922/MOPH	21.09.2016	Article 3, 19.1, 22, 23
Presidential Ordinance on Fees and Service Fees	003/PO	26.12.2012	

REQUIRED DOCUMENTS FORMALITIES		
Name	Type	Comment

\${SUPPORT_NAME}	\${SUPPORT_TYPE}	\${SUPPORT_COMMENT}
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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	Food and Drugs Department, Ministry of Public Health	
Time it takes to the authorities to process the formality	0	There is no legislation specified the License consideration period. The application for license to open a pharmacy of every class must be supplied in completed as described in Article 19.1. to the health authority of provincial/capital Department of Health in each level, health authority of the district bureau and provincial food and drug section shall conduct an inspection of the premise to evaluate and supply the information to Ministry of Health for the consideration. The Ministry of Health will be in charge of Licensing Pharmacist for 2nd class Pharmacy approval.

RENEWAL INFORMATION	
Does the formality have a validity or an expiration date?	How long will the formality be valid for? (in months)
YES	24

What is the process and conditions to get the formality?	
What is the process and conditions to renew the formality?	Licensing Pharmacist is valid for 2 years. 3 months before the date of expiry, the business must apply for a renewal. (Article 23 - Decisions of the Ministry of Health on Pharmacy (Amended) 2922/MoH 21.09.2016). The provincial/capital department of health will be in charge on approving the license renewal. Prior to the approval by the provincial level, the provincial/capital Department of Health (Food and Drug Section) must forward the application and summary of the evaluation to the Food and Drug Department in order to review and present to the Ministry of Health first.

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	160000.00	0.00	160000.00
Comments	Refer to the Ordinance on fees and service charges 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	0.00	80000.00	0.00	80000.00

Comments	Refer to the Ordinance on fees and service charges 003/PO			
ADDITIONAL RENEWAL FEES				
Additional renewal fees names				
NO	0.00	0.00	0.00	0.00
Additional renewal fees comments				