



Lao People Democratic Republic
Peace Independence Democracy Unity Prosperity

Ministry of Industry and Commerce
Department of Import and Export

No. 32331/MOIC.DIMEX
Vientiane, Capital, dated 13 July 2018

Instruction On border checkpoint collection of International Trade Information

- Pursuant to the Ministerial Decision of the Ministry of Industry and Commerce on the implementation and administration of the Department of Import and Export No. 1163/IC, dated 01 July 2016;
- Pursuant to the Ministerial Decision of the Ministry of Industry and Commerce on the International Trade No. 1953/IC, dated 05 December 2017.

In order to develop the contents of the Decree to be suitable for actual implementation, in particular, border checkpoint collection of international trade information.

The Director General of Department of Import and Export issues the instruction:

1. Purpose

Instruct the method for collecting and summarizing international trade information collected at border checkpoints throughout the country in order for officials to utilize as a database which monitors, inspects, evaluates and promotes the implementation of work related to international trade information as defined in the policies and regulations issued from time to time.

2. Types of international Trade Information

The international trade information that requires monitoring and inspection consists of 2 types as follows:

2.1 Information of business units who manage international trade information

This information is information of business units who operate import-export businesses between borders (schedule 01).

2.2 Statistic of the International Trade Information

This information relates to statistics of import-export of goods of business units who operate import-export businesses between borders (schedule 02, 03, 04 and 05).

3. Period for collecting and providing information

- The collection of information of business units who operate international trade shall be provided once per year. The District Office of Industry and Commerce shall provide such information to the Department of Industry and Commerce of Vientiane Capital and Provincials before the 10th of January, the Department of Industry and Commerce of Vientiane Capital and provincials shall provide the information to the Department of the Import-Export before the 20th of January;

- Statistics of international trade information shall be provided at quarterly intervals. The District Office of Industry and Commerce shall provide such information to the Department of

Industry and Commerce of Vientiane Capital and Provincials before the 10th day of the first month of the following quarter. The Department of Industry and Commerce of Vientiane Capital and Provincials shall provide the information to the Department of the import-export before the 20th day of the first month of the following quarter.

4. The Implementation

The Department of Import and Export is the central authority to cooperate with the Department of Industry and Commerce of Vientiane Capital and Provincials and the District Office of Industry and Commerce in order to publish and implement this Instruction for effective implementation.

This Instruction is effective from the signing date.

Director General
[Signature & Seal]
Souliyon PHILAVONG



Schedule: 01 (a)

Lao People Democratic Republic
Peace Independence Democracy Unity Prosperity

Department of IC of province

No.....
Dated.....

Schedule for collection of business units who manage international trade information

No.	Name of Business Unit	Office address (Province, District, Village)	Phone number	Business activity	Enterprise Registration Certificate		TIN
					No.	Date	
1							
2							
3							
4							
5							

Director General of Department of Industry and Commerce



Schedule: 01 (b)

Lao People Democratic Republic
Peace Independence Democracy Unity Prosperity

District Office of IC

No.....

Dated.....

Schedule for collection of business units who manage international trade information

No.	Name of Business Unit	Office address (Province, District, Village)	Phone number	Business activity	Enterprise Registration Certificate		TIN
					No.	Date	
1							
2							
3							
4							
5							

Director General of District Office of Industry and Commerce

Schedule: 02 (a)



Lao People Democratic Republic
Peace Independence Democracy Unity Prosperity

Department of IC of province

No.....
Dated.....

**Schedule for exporting of goods of the Company.....for.... quarter (from month to.....)
year.....**

No.	Name of Business Unit	TIN	Type of goods	code	Destination country	unit	Value in USD	Value in LAK
1								
2								
Total						0.00	0.00	0.00

Director General of Department of Industry and Commerce

Lao People Democratic Republic
Peace Independence Democracy Unity Prosperity

District Office of IC

No.....
Dated.....

**Schedule for exporting of goods of the Company.....for.... quarter (from month to.....)
year.....**

No.	Name of Business Unit	TIN	Type of goods	code	Destination country	unit	Value in USD	Value in LAK
1								
2								
Total						0.00	0.00	0.00

Director General of District office of Industry and Commerce



Company:.....
Address.....
Phone number.....
TIN.....

Department of IC of province

No.....
Dated.....

**Schedule of statistics of exportation of goods for.... quarter (from month to.....)
year.....**

No.	Type of Goods	Code	Destination country	Unit	amount	Value in USD	Value in LAK
1	M a n						
2	a g g i						
3	n g						
Total	D i				0.00	0.00	0.00

Director of the Company.....



Lao People's Democratic Republic
Peace Independence Democracy Unity Prosperity

Department of IC of province

No.....
Dated.....

Schedule of statistics of the Company who imports goods for quarter (from month to.....) year.....

No.	Name of Business Unit	TIN	Type of goods	code	Origin country	unit	amount	Value in USD	Value in LAK
1									
2									
Total							0.00	0.00	0.00

Director General of Department of Industry and Commerce

Lao People Democratic Republic
Peace Independence Democracy Unity Prosperity

District office of IC

No.....
Dated.....

Schedule of statistics of the Company who imports goods for quarter (from month to.....) year.....

No.	Name of Business Unit	TIN	Type of goods	code	Origin country	unit	amount	Value in USD	Value in LAK
1									
2									
Total							0.00	0.00	0.00

Director General of District Office of Industry and Commerce

Schedule: 05
Company:.....
Address:.....

Phone number.....
TIN.....

Department of IC of province

No.....
Dated.....

**Schedule of statistics of the importation of goods for.... quarter (from month to.....)
year.....**

No.	Type of Goods	Code	Origin country	Unit	amount	Value in USD	Value in LAK
1							
2							
3							
Total					0.00	0.00	0.00

Managing Director of the Company.....