

# Industrial Licence

Industrial Licence

Industrial licences are divided into the following two types:

## 1.1 General Activities

General activities include those stipulated in Category D under Decree-Law no. 55/97/M, but do not include special activities stipulated under Decree-Law no. 11/99/M that are performed in an industrial building (Article 21).

## Application procedures and required documents

Applicants are required to submit the following documents but are not required to handle the formalities in person:

1. A completed [Form A](#) (available at the Economic and Technological Development Bureau (DSED) and on the [DSED website](#))
2. A photocopy of the sole proprietor's identity document (if applicable)\*
3. A photocopy of the identity documents of the board members, leaders, managers and other people in charge of the industrial establishment and entity.\*
4. Certificate of No Criminal Conviction of the board members, leaders, managers and other people in charge of the industrial establishment and unit
5. A photocopy of the industrial establishment's lease contract\*
6. A photocopy of the user permit for the industrial building or the occupancy permit for the industrial unit

concerned issued by the Land and Urban Construction Bureau (DSSCU)\*

7. The floor plan of the industrial unit concerned.\*

## Notes:

1. To ensure the application is processed in a timely manner, the receipt issued by the relevant department may be submitted temporarily in place of the documentation specified in No. 6 above, and the original documentation must be submitted to DSEDТ once collected by the applicant.
2. Additional documentation to be submitted upon application as necessary:  
Approval document issued by DSSCU on the modification that have been done to the industrial unit (if applicable).  
A 1:100 scale fire service installation plan in duplicate.
3. \*Both hard and soft copies of the required documents are acceptable (when submitting soft copies, applicants should store the files online or burn them to a CD-ROM; and the CD-ROM must bear the applicant's signature).
4. Hard copies are not required for documents that are already submitted electronically.
5. Electronic files should be submitted in PDF format and the filename should be the name of plan (e.g. Unit Floor Plan.pdf).
6. DSEDТ may require the enterprise to submit reports or materials that support their industrial licence application if needed.  
(Competent department: DSEDТ)

# 1.2 Special Activities

Special activities are those stipulated in Article 21 and Article 22 of Decree-Law no. 11/99/M that are performed in an industrial building, including:

- Activities involving the reproduction of computer programmes, audio or video recordings
- High risk activities or activities that involve the use and storage of inflammable or explosive materials that exceed the limited quantity for safety purposes
- Activities that involve the manufacturing of drugs or agricultural and animal husbandry food with raw ingredients from animals
- Activities involving the use and storage of any dangerous substances listed in Table II and III of Decree-Law no. 11/99/M that exceed the limited quantity for safety purposes

## Application procedures and required documents

Applicants are required to submit the following documents but are not required to handle the formalities in person:

1. A completed Temporary Licence Application – [Form B](#) (for special activities stipulated in Article 21 and Article 22 of Decree-Law no. 11/99/M that are performed in industrial building) (the form is available at the locations where applications are handled, and it can be downloaded from the DSED T website at <https://www.dsedt.gov.mo/>)
2. Photocopy of the sole proprietor's identity document (if applicable)\*
3. Photocopy of the identity documents of the board members, leaders, managers and other people in charge of the industrial establishment and unit\*

4. Certificate of No Criminal Conviction for the board members, leaders, managers and other people in charge of the industrial establishment and unit
5. A photocopy of the industrial establishment's lease contract\*\*
6. A photocopy of the user permit for the industrial building or the occupancy permit for the industrial unit concerned issued by the Land and Urban Construction Bureau (DSSCU)\*
7. The floor plan of the industrial unit concerned\*
8. A production flow chart\*
9. The specifications of the equipment (machines or/and instruments)\*
10. Layout plan of the establishment\*

Additional documents to be submitted together with the application (if necessary):

Approval document issued by DSSCU on the modification that have been done the industrial unit (if applicable)


- A 1:100 scale fire service installation plan in duplicate\*
- A 1:100 scale plumbing and drainage plan in duplicate (applicable to food factories)\*
- If the industrial activities have high risk or use dangerous substances that exceed the limited quantity for safety purposes, DSEDT may require the applicant to purchase civil liability insurance.

## Notes:

1. To ensure the application is processed in a timely manner, the receipt issued by the relevant department may be submitted temporarily in place of the documentation specified in No. 6 above, and the original documentation must be submitted to DSEDT once collected by the applicant.
2. \*Both hard and soft copies of the required documents are

acceptable (when submitting soft copies, applicants should store the files online or burn them to a CD-ROM; and the CD-ROM must bear the applicant's signature)

3. Hardcopies are not required for documents that are already submitted electronically.
4. Electronic files should be submitted in PDF format and the filename should be the name of plan (e.g., Unit Floor Plan.pdf);
5. DSEDТ may require the enterprise to submit reports or materials that support their industrial licence application if needed.

For more information, please click  [here](#).

(Competent department: DSEDТ)