



Lao People's Democratic Republic  
Peace Independence Democracy Unity Prosperity

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**Minute of the Technical Working Group Meeting  
On Lao-EU FLEGT VPA process  
15 December 2016**

The Technical Working Group on progress of FLEGT VPA was held at Mercure Hotel, Vientiane Capital, on 15 December 2016, at 8:00 am, which chaired by Mr. Khamphout Pandanouvong, Director General of Department of Forest Inspection, Ministry of Agriculture and Forestry, and Chief Negotiator for Lao-EU FLEGT VPA. The meeting is attended by 51 participants (Female 7 participants) from relevant stakeholders, and the list of participants is hereby attached.

The objective of meeting includes presenting on progress of technical working on FLEGT VPA process in order to exchange updated relevant information, consult on the next work plans, redress existing constraints, and agree on the detail of work plan by each relevant stakeholders, which could be used as their reference for the actual work implementation. The main consultation topics are presented as follows:

1. Update on the progress of TLD development and plan, and contents of first face-to-face negotiation with EU in Feb 2017;
2. Presentation on first draft TLD of conversion areas;
3. Presentation on first draft TLD of wood processing and trading;
4. Product Scope;
5. Introduction to TLAS development;
6. Regional TLAS Workshop and CSO Meeting in Jakarta (December, 2016).

After completion of discussion, related discussion could be summarized as follows:

1. Stipulates that the TEG meeting shall be organized promptly by relevant stakeholders, particularly TLD of Conversion Areas, and Wood Processing and Trade, in order to process further detail consultation in accordance with the actual situation, which requires cooperation among inclusive government agencies, such as National Assembly, National University of Laos, pilot provinces, private sectors and CSO. Furthermore, it is necessary to coordinate with ProFLEGT for related funding support in order to develop the final version of TLDs. Regarding to the Legal References, they shall be indicated full detail by title, articles, and sections of relevant laws;

2. The TEG of TLD on Production Forest, Village Use Forest, and OSH shall be continuously proceeded on development for the final version of TLD in order to prepare for the First Face-to-Face negotiation with EU by following the determined work plan. However, it requires coordination with ProFLEGT for relevant funding support;
3. All of relevant stakeholders shall paid participatory to FLEGT VPA process accountably for developing and finalizing each TLDs, and this is preparing readiness for the first face-to-face negotiation with EU in February 2017;
4. Relevant stakeholders shall coordinate to the FLEGT Standing Office, Department of Forest Inspection, Ministry of Agriculture and Forestry, for technical works and other related implementation, particularly the actual work implementation in three pilots provinces (Sayaboury Province, Khammouan Province, and Attapeu Province), and other FLEGT support programmes, such as EU, FAO FLEGT, EU FERN and relevant projects, in order to mutually implement the FLEGT VPA process, the Order of Prime Minister No. 15/PM, and development policies of the Lao Government.

The Technical Working Group (TWG) meeting for the Forest Law Enforcement, Governance and Trade (FLEGT) was closed at 4:30 pm on the day productively and mutually.

Hence, this minute was recorded to be used as reference further implementation by relevant stakeholders.

**The Meeting Chairman**  
Director General  
Department of Forest Inspection

[Seal and Signature]  
Khamphout Phandanouvong

**Minute Taker**  
Representative of TWG

[Seal and Signature]  
Khamphone Bounthavy

**LEGALITY STANDARD 2: CONVERSION AREAS**

<b>PRINCIPLE 2.1 CONVERSION OF FORESTLAND USING FOR DEVELOPMENT PURPOSE</b>		
<b>Criteria 2.1.1</b> The conversion of forestland shall be approved in compliance with the law and regulation.		
<b>Indicator 2.1.1.1</b> The conversion of forest land shall be proceeded within the concession area or project proposals which the Government or each level of related agency has approved only.	<b>Verifiers:</b> <ul style="list-style-type: none"> <li>• Concession agreement on the conversion area</li> <li>• Letter of approval for the project proposals</li> </ul>	
<b>Legal reference:</b> <ul style="list-style-type: none"> <li>• Law No. 08/NA, Nov 2009</li> <li>• Law No. 02/NA July 2009</li> <li>• Law No. 10/NA Oct 2004</li> <li>• Decree No. 119/PM, 2011.</li> </ul>	<b>Responsible organization</b> <ul style="list-style-type: none"> <li>• Planning and investment sector</li> <li>• Related line agencies</li> </ul>	<b>Verification procedures</b> <ul style="list-style-type: none"> <li>• Review document</li> <li>• Interview related staff</li> <li>• Field inspection</li> </ul>
<b>Indicator 2.1.1.2</b> The conversion of forest land using for development purpose shall be approved by natural resources and environment sector.	<b>Verifiers:</b> <ul style="list-style-type: none"> <li>• Approval letter of forestland conversion issued by natural resources and environment sector</li> </ul>	
<b>Legal reference:</b> <ul style="list-style-type: none"> <li>• Law 04/NA 2003 (14)</li> <li>• Decree 88/PM 2008 (19)</li> </ul>	<b>Responsible organization</b> <ul style="list-style-type: none"> <li>• Natural resources and environment sector</li> </ul>	<b>Verification procedures</b> <ul style="list-style-type: none"> <li>• Review document</li> <li>• Interview related staff</li> <li>• Field inspection</li> </ul>
<b>PRINCIPLE 2.2 HARVESTING OPERATION PLANNING</b>		
<b>Criteria 2.2.1</b> Boundary demarcation of conversion area is in compliance with the related regulations		
<b>Indicator 2.2.1.1</b> The boundary of conversion area for harvesting operation was marked on the ground with poles, on the map with boundary divided into different logging compartments based on topographic characteristics, and on aerial photos with GPS points which were endorsed by <b>Department of Forestry</b> .	<b>Verifiers:</b> <ul style="list-style-type: none"> <li>• Marking poles on the ground based on the area boundary</li> <li>• Detailed map indicating the detailed demarcation boundary at the scale 1:50.000 and 1:10.000</li> </ul>	



<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>Regulation No. 0112/MAF Nov 2008 (Article 7)</li> <li>New regulation on harvesting in conversion areas (Gaps)</li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>DOF</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>Review document</li> <li>Interview related staff</li> <li>Field inspection</li> </ul>
<p><b>Indicator 2.2.1.2</b> Forest inventory and estimation of standing tree volumes including records of timber species and provincial annual harvesting plan for harvesting of the province have completed in conversion areas using for development purpose.</p>	<p><b>Verifiers:</b></p> <ul style="list-style-type: none"> <li>Inventory report includes total volume of standing trees and timber species</li> <li>Harvesting plan of the province</li> </ul>	
<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>Forestry law No.06/NA. Dec 2007 (Article 18)</li> <li>Decision No. 0108/MAF 2005</li> <li>Decree 32/PM 2012 5.1</li> <li>Order 17/PM 2008 Article 14</li> <li>Regulation 0221/MAF 2000</li> <li>New regulation on conversion areas (Gaps )</li> <li>Harmonize different regulation for different types of conversion areas</li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>DOF</li> <li>PAFO</li> <li>DAFO</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>Review document</li> <li>Interview related staff</li> <li>Field inspection</li> </ul>
<p><b>PRINCIPLE 2.3 HARVESTING OPERATION IN CONVERSION AREAS</b></p>		
<p><b>Criteria 2.3.1 Harvesting operation in conversion area has approved based on the law and regulation</b></p>		
<p><b>Indicator 2.3.1.1</b> Harvesting operation in conversion area is under the annual harvesting plan of the province which has been approved by the Government and endorsed by the National Assembly.</p>	<p><b>Verifiers:</b></p> <ul style="list-style-type: none"> <li>Provincial letter of application for annual harvesting plan</li> <li>Approval letter from the Government</li> <li>Endorsement letter from the National Assembly</li> <li>Notification of MAF on annual harvesting plan</li> </ul>	
<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>Order No. 17/PM. Sept 2008</li> <li>Regulation No. 0204/MAF. Oct 2003 (Articles 13 and 20)</li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>MAF</li> <li>PAFO</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>Review document</li> <li>Interview related staff</li> <li>Field inspection</li> </ul>

<ul style="list-style-type: none"> <li>• Instruction No. 0105/MAF. Nov 2008.</li> </ul>		
<b>Criteria 2.3.2 Harvesting operation complies with harvesting procedure requirements</b>		
<b>Indicator 2.3.2.1</b> The timber harvesting operator possess harvesting contract and harvesting permit issued by PAFO.	<b>Verifiers:</b> <ul style="list-style-type: none"> <li>• Harvesting permit <b>issued by PAFO</b></li> <li>• Harvesting contract signed between PAFO and the contractor</li> </ul>	
<b>Legal reference:</b> <ul style="list-style-type: none"> <li>• Order No. 17/PM. Sept 2008.</li> <li>• Instruction No. 0105/MAF. Nov 2008</li> <li>• Decision No. 0182/ MAF. Feb 2009 (Articles 6 and 7)</li> <li>• Instruction No. 2157/DOF. Nov 2006.</li> <li>• Guidelines No.1035/DOF, 1036/MAF. Apr 2010</li> </ul>	<b>Responsible organization</b> <ul style="list-style-type: none"> <li>• PAFO</li> <li>• DAFO</li> </ul>	<b>Verification procedures</b> <ul style="list-style-type: none"> <li>• Review document</li> <li>• Interview related staff</li> <li>• Field inspection</li> </ul>
<b>Indicator 2.3.2.2</b> The timber harvesting operator complies with harvesting in demarcated and approved area only with clear cut method in all defined compartments.	<b>Verifiers:</b> <ul style="list-style-type: none"> <li>• Points of ground marking area</li> <li>• Map indicating the detailed area boundary at the scale of 1:50.000 and 1:10.000</li> </ul>	
<b>Legal reference:</b> <ul style="list-style-type: none"> <li>• Regulation No. 0221/MAF. Oct 2000 (Articles 3-14)</li> <li>• Instruction No. 2157/DOF. Nov 2006.</li> <li>• Guidelines No. 1035/DOF, 1036/MAF. Apr 2010.</li> </ul>	<b>Responsible organization</b> <ul style="list-style-type: none"> <li>• PAFO</li> <li>• DAFO</li> </ul>	<b>Verification procedures</b> <ul style="list-style-type: none"> <li>• Review document</li> <li>• Interview related staff and villagers at logging area</li> <li>• Field inspection</li> </ul>
<b>Indicator 2.3.2.3</b> The timber harvesting operator who harvests in conversion areas shall comply with procedures of production forest harvesting operation such as harvesting, recording, transporting and log list making.  <b>GAP identified as regulations for monitoring harvesting operation for timber from conversion areas are not sufficiently developed. CoC procedures (Form 1-4) from</b>	<b>Verifiers:</b> <ul style="list-style-type: none"> <li>• Form 1 tree list of actual clear cutting?</li> <li>• Form 2 Transport slip to LL2?</li> <li>• Form 3 Log list arrival at LL2 ?</li> <li>• Form 4 Log list grading at LL 2?</li> </ul>	

<p>natural production forest could be a good reference to be adapted for timber from conversion areas</p>		
<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>• Elements of Guidelines No. 0962 to be applied for conversion areas.</li> <li>• Order No 15/ PM. May 2016</li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>• PAFO</li> <li>• DAFO</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>• Review document</li> <li>• Interview related staff and villagers at logging area</li> <li>• Field inspection</li> </ul>
<p><b>PRINCIPLE 2.4 TIMBER SALE AND TIMBER MOVEMENT TO PROCESSING FACTORY</b></p>		
<p><b>Criteria 2.4.1 Timber sale has been complied with regulations on timber sale and purchasing of the Government</b></p>		
<p><b>Indicator 2.4.1.1</b> Timber sale shall be conducted through the bidding procedures.</p> <p>(Gaps timber auction)</p>	<p><b>Verifiers:</b></p> <ul style="list-style-type: none"> <li>• Log list at log landing 2 (Form 4)</li> <li>• Timber registration as state assets</li> <li>• Letter of establishment of the bidding committee</li> <li>• Notification letter for involvement in bidding</li> <li>• Minutes of opening of document of bidding</li> <li>• Notification of the winner of the bidding</li> <li>• Timber selling and purchasing contract</li> <li>• Certified letter for royalty payment</li> </ul>	
<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>• Presidential Ordinance No. 003/PO. Dec 2012 (Article 40)</li> <li>• Order No. 57/PM. Dec 2014.</li> <li>• Guidelines No. 3211/MOF. Sept 2015.</li> <li>• Notification No. 1813/MOIC. Sept 2015.</li> <li>• Regulation No. 1726/MOIC. Aug 2012.</li> <li>• Instruction No. 2298/MOF. Oct 2004.</li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>• PAFO</li> <li>• Provincial Finance Department</li> <li>• Provincial Office of Industry and Handicraft (POIC)</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>• Review document</li> <li>• Interview the bidding committee and villagers</li> <li>• Field inspection</li> </ul>

<ul style="list-style-type: none"> <li>Order No 15/ PM. May 2016</li> </ul>		
<b>Criteria 2.4.2</b> The harvesting operator has complied the regulation on timber movement from log landing 2 to 3		
<b>Indicator 2.4.2.1</b> The harvesting operator has in place of timber movement permit from PAFO before proceeding of timber movement.	<b>Verifiers:</b> <ul style="list-style-type: none"> <li>Certified letter of royalty payment</li> <li>Timber cancellation from state assets</li> <li>Transport permit log landing 2-3</li> </ul>	
<b>Legal reference:</b> <ul style="list-style-type: none"> <li>Instruction 2297/MOF 2004</li> <li>Instruction 0092/MOF 2009</li> <li>Order 57/PM 2014</li> <li>Instruction 3211/MOF 2015</li> <li>Decision 1987/MAF 2013 (8)</li> <li>Agreement 0141/MAF 2010</li> </ul>	<b>Responsible organization</b> <ul style="list-style-type: none"> <li>Provincial finance Department</li> <li>PAFO</li> <li>DAFO</li> </ul>	<b>Verification procedures</b> <ul style="list-style-type: none"> <li>Review document</li> <li>Interview related staff</li> <li>Field inspection</li> </ul>
<b>PRINCIPLE 2.5 ENVIRONMENTAL AND SOCIAL OBLIGATIONS</b>		
<b>Criteria 2.5.1</b> The timber harvesting operator has complied with all environmental and social obligations required by the law and regulation.		
<b>Indicator 2.5.1.1</b> The timber harvesting operator possesses the environmental and social management and monitoring plan (ESMMP) and conditions of environment certificate of the project owner which were approved and issued by MONRE.	<b>Verifiers:</b> <ul style="list-style-type: none"> <li>ESMMP</li> <li>Environment certificate and conditions related logging operation</li> </ul>	
<b>Legal reference:</b> <ul style="list-style-type: none"> <li>Law No. 29/NA Dec 2012</li> <li>Instruction No. 8029/MONRE. Dec 2013</li> <li>Instruction No. 8030/MONRE. Dec 2013</li> <li>Ministerial agreement No.8056/ MONRE. Dec 2013.</li> </ul>	<b>Responsible organization</b> <ul style="list-style-type: none"> <li>MONRE</li> <li>PONRE</li> <li>DONRE</li> </ul>	<b>Verification procedures</b> <ul style="list-style-type: none"> <li>Review document</li> <li>Interview related staff</li> <li>Field inspection</li> </ul>
<b>Indicator 2.5.1.2</b> The timber harvesting operator has implemented mitigation measures in accordance with ESMMP and environment certificate and conditions.	<b>Verifiers:</b> <ul style="list-style-type: none"> <li>ESMMP implementation progress report drafted by the harvesting operator</li> <li>ESMMP inspection report drafted by PONRE or MONRE</li> </ul>	
<b>Legal reference:</b> <ul style="list-style-type: none"> <li>Law No. 29/NA Dec 2012</li> <li>Instruction No. 8029/MONRE Dec 2013</li> <li>Instruction No. 8030/MONRE Dec 2013</li> </ul>	<b>Responsible organization</b> <ul style="list-style-type: none"> <li>MONRE</li> <li>PONRE</li> <li>DONRE</li> </ul>	<b>Verification procedures</b> <ul style="list-style-type: none"> <li>Review document</li> <li>Interview related staff</li> <li>Field inspection</li> </ul>



## LEGALITY STANDARD 8: WOOD PROCESSING AND TRADING REQUIREMENTS

PRINCIPLE 8.1 WOOD PROCESSING AND TRADING PROCEDURES AND REQUIREMENTS		
<p><b>Criteria 8.1.1</b> The operator is legally established and authorized in accordance with the law and regulation</p>		
<p><b>Indicator 8.1.1.1</b> The operator has formally possessed the valid investment license, enterprise registration license, factory operation license, certification of annual tax payment and environment certificate which have issued by related sectors.</p>	<p><b>Verifiers:</b></p> <ul style="list-style-type: none"> <li>Investment license issued by planning and investments sector (If required)</li> <li>Enterprise registration license</li> <li>Certification of tax code of tax payer</li> <li>Certification of annual tax payment</li> <li>Factory operation license</li> <li>Environment certificate (Based on criteria 8.1.3)</li> </ul>	
<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>Law on industrial processing No.48/NA. Dec 2013</li> <li>Law on investment promotion No. 02/NA. July 2009</li> <li>Law on enterprise No.11/NA Nov 2005 (Article 12)</li> <li>Law on tax No. 04/NA. Dec 2011.</li> <li>Law on environmental protection No. 29/NA. Dec 2012.</li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>Planning and investment sector</li> <li>Industry and commerce sector</li> <li>Finance sector</li> <li>Natural resources and environment sector</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>Review and check document</li> <li>Interview related staff</li> </ul>
<p><b>Criteria 8.1.2</b> The operator implements and complies with timber processing and trading management procedures required by the law and regulations</p>		
<p><b>Indicator 8.1.2.1</b> The operator has purchased any types of timber into the factory, it shall be systematically recorded and attached with all legal documents to be able to ensure their legal origin.</p>	<p><b>Verifiers</b></p> <ul style="list-style-type: none"> <li>Invoice with detailed log list containing original sources</li> <li>Receipt of timber royalty payment of the financial sector (Except plantation)</li> <li>Certified letter of tax payment (Receipt of value-added tax)</li> <li>Documents of timber sources</li> <li>Timber input/receiving report of the operator</li> </ul>	



<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>• GAP identified</li> <li>• New MOIC Decision on COC</li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>• Finance sector</li> <li>• Industry and commerce sector</li> <li>• Agriculture and forestry sector</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>• Review and check document</li> <li>• Interview related staff</li> <li>• Field inspection</li> </ul>
<p><b>Indicator 8.1.2.2</b> The wood processing operator has recorded all information of conversion factor while sawing log or processing timber into wood products to be able to use this information to compare the timber input and output of entering and leaving its factory.</p>	<p><b>Verifiers</b></p> <ul style="list-style-type: none"> <li>• List of figure of conversion factor of %/m3 of each log sawing at the sawmill.</li> <li>• List of figure of conversion factor of %/m3 of sawn timber or semi-finished product converting to finished products</li> <li>• Average figure of conversion factor estimated from all operation of %/m3.</li> </ul>	
<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>• New MOIC Decision on COC</li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>• POIC</li> <li>• DOIC</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>• Review and check document</li> <li>• Interview related staff</li> <li>• Field inspection</li> </ul>
<p><b>Indicator 8.1.2.3</b> The operator has organized and separated its sawn timber into internal batches with different pallets attaching with codes of legal sources.</p>	<p><b>Verifiers</b></p> <ul style="list-style-type: none"> <li>• Internal batch number of sawn timber.</li> <li>• Pallets with codes of timber origin</li> </ul>	
<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>• GAP identified</li> <li>• New MOIC Decision on COC</li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>• MOIC</li> <li>• POIC</li> <li>• DOIC</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>• Review and check document</li> <li>• Interview related staff</li> <li>• Field inspection</li> </ul>
<p><b>Indicator 8.1.2.4</b> The operator shall record all information of timber and wood products remaining at or selling from the factory to be able use this information to correctly declare the timber output and balance to the industry and commerce sector.</p>	<p><b>Verifiers</b></p> <ul style="list-style-type: none"> <li>• Information of timber output/information of sale or export of wood products</li> <li>• Information of timber or wood product balance in the factory</li> <li>• Sales Invoices</li> </ul>	
<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>• GAP identified</li> <li>• New MOIC Decision on COC</li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>• MOIC</li> <li>• POIC</li> <li>• DOIC</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>• Review and check document</li> <li>• Interview related staff</li> <li>• Field inspection</li> </ul>
<p><b>Indicator 8.1.2.5</b> The wood processing operator sends timber input, output and balance monthly report to related industry and commerce sector for information and</p>	<p><b>Verifiers</b></p> <ul style="list-style-type: none"> <li>• Timber input monthly report of the operator</li> <li>• Timber output and balance monthly report of the operator</li> </ul>	

further actions on monitoring and inspection if required.		
<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>New MOIC Decision on COC</li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>MOIC</li> <li>POIC</li> <li>DOIC</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>Review and check document</li> <li>Interview related staff</li> <li>Field inspection</li> </ul>
<p><b>Indicator 8.1.2.6</b> The operator has been paid all taxes required for business operations including receipt and certified letter of tax payment from Financial sector.</p>	<p><b>Verifiers</b></p> <ul style="list-style-type: none"> <li>Receipt of payment of income tax</li> <li>Receipt of payment of profit tax</li> <li>Receipt and certified letter of tax payment from financial sector</li> </ul>	
<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>Law on Tax No. 05/NA, Dec 2011</li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>MOF</li> <li>POF</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>Review and check document</li> <li>Interview related staff</li> </ul>
<p><b>Criteria 8.1.3</b> The operator complies with environmental and social obligations required by the law and regulation</p>		
<p><b>Indicator 8.1.3.1</b> The operator has completed IEE or ESIA which has been approved by MONRE.</p>	<p><b>Verifiers:</b></p> <ul style="list-style-type: none"> <li>IEE or ESIA and ESMMP prepared by the operator</li> <li>Environment certificate with conditions issued by MONRE</li> </ul>	
<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>Law No. 29/NA Dec 2012</li> <li>Instruction No. 8029/MONRE Dec 2013</li> <li>Instruction No. 8030/MONRE Dec 2013</li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>MONRE</li> <li>PONRE</li> <li>DONRE</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>Review document</li> <li>Interview related staff</li> <li>Field inspection</li> </ul>
<p><b>Indicator 8.1.3.2</b> The operator has implemented mitigation measures which are defined in ESMMP and conditions under environment certificate.</p>	<p><b>Verifiers:</b></p> <ul style="list-style-type: none"> <li>ESMMP implementation progress report drafted by the operator</li> <li>ESMMP inspection report drafted by PONRE or MONRE</li> </ul>	
<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>Law No. 29/NA Dec 2012</li> <li>Instruction No. 8029/MONRE Dec 2013</li> <li>Instruction No. 8030/MONRE Dec 2013</li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>MONRE</li> <li>PONRE</li> <li>DONRE</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>Review document</li> <li>Interview related staff</li> <li>Field inspection</li> </ul>



## PRINCIPLE 8.2 EXPORT PROCEDURES AND REQUIREMENTS

**Criteria 8.2.1** Clear evidence of timber products and product information for export shall be demonstrated by the operators in accordance with the laws and regulations

**Indicator 8.2.1.1** The operator has complied with wood products for export in compliance with product scope and product standard which are allowed and not allowed to export defined by the Government.

**Verifiers:**

- List of finished products with size, volumes and species allowed for export.

**Legal reference:**

- Order No. 15/PM
- Decision No. 1833/IH. 3 Oct 2016
- Order No. 2143/IH.MOIC. 25 Nov 16
- New MOIC Decision on COC

**Responsible organization**

- Financial sector
- Industry and commerce sector
- Agriculture and forestry sector

**Verification procedures**

- Review document
- Interview related staff
- Field inspection

**Indicator 8.2.1. 2** The wood product exporter has put in place all proved information of wood product specification in accordance product standard defined by the Government while exporting to overseas.

**Verifiers:**

- List of wood product with detailed specification in terms size, dimension, volumes (pies), and species.

**Criteria 8.2.2** Wood exporter complies with custom procedures required by the law and regulation

**Indicator 8.2.2.1** The wood product exporter has put in place of all export dossiers related to wood products for export.

**Verifiers:**

- Detailed custom declaration
- Invoice
- Packing list
- Wood product certification for export
- Sanitary certificate (SPS)
- Certificate of product origin (CO)
- COC certificate?
- FLEGT license?

**Legal reference:**

- Law non tax No. 05/NA. Dec 2011
- Notification No.1818/PMO. Nov 2016
- Order instruction No. 2143/IC.MOIC. Nov 2016
- GAP identifiedNew MOIC Decision on COC

**Responsible organization**

- Financial sector
- Industry and commerce sector
- Agriculture and forestry sector

**Verification procedures**

- Review document
- Interview related staff
- Field inspection



<p><b>Indicator 8.2.2.2</b> The wood product exporter has sale contract with foreign company and transacts money via the banking system of Lao PDR.</p>	<p><b>Verifiers:</b></p> <ul style="list-style-type: none"> <li>• Contract of export signed between the exporter and the foreign company</li> <li>• <b>Registration of selling and purchasing contract</b></li> <li>• Receipt of payment via the bank</li> </ul>	
<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>• <b>Order instruction No. 2143/IC.MOIC. Nov 2016</b></li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>• Financial sector</li> <li>• Industry and commerce sector</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>• Review document</li> <li>• Interview related staff</li> </ul>
<p><b>Indicator 8.2.2.3</b> The wood product exporter has complied with standards for phytosanitary measures while exports its wood products to overseas.</p>	<p><b>Verifiers:</b></p> <ul style="list-style-type: none"> <li>• Certificate of import and export of plants</li> <li>• Certificate of free pest and diseases</li> </ul>	
<p><b>Legal reference:</b></p>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>• MAF</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>• Review document</li> <li>• Interview related staff</li> </ul>
<p><b>Criteria 8.2.3 The wood exporter complies with CITES Regulation</b></p>		
<p><b>Indicator 8.2.3.1</b> The wood product exporter who exports the prohibited timber or wood products under CITES shall comply with CITES permit requirements.</p>	<p><b>Verifiers:</b></p> <ul style="list-style-type: none"> <li>• The CITES request letter for export, import and re-export of Department of Forestry</li> <li>• Permit for export, import and re-export from related organization of CITES of the importing country and exporting country.</li> </ul>	
<p><b>Legal reference:</b></p> <ul style="list-style-type: none"> <li>• Regulation No. 0142/MAF. 2009</li> <li>• CITES Oct 2009 (Article IV.9.2.2)</li> </ul>	<p><b>Responsible organization</b></p> <ul style="list-style-type: none"> <li>• DOFI/MAF</li> </ul>	<p><b>Verification procedures</b></p> <ul style="list-style-type: none"> <li>• Review document</li> <li>• Interview related staff</li> <li>• Field inspection</li> </ul>