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Procedure Name Application for Chemical Substance Use License

Description **Description** This certificate is required by the ministry to ensure the rightful use of chemical substance. So, it is applicable to importer/exporter of chemical substance and is normally required for the customs clearance process.

Place for submitting application **Description** The Institute of Standard of Cambodia (ISC) is the Ministry of Industry and Handicraft (MIH)'s technical agency in charge of issuing the license above, but the ISC is not located inside the ministry's compound and has its own Single Window.

Applicant for the license above can come to ISC's Single Window to inquire about the service, get sample application forms, submit, pay fee, and collects the requested all types of authorization documents.

Ministry of Industry and Handicraft

Address: #45, Norodom Blvd., Khan Doun Penh, Phnom Penh, Cambodia.

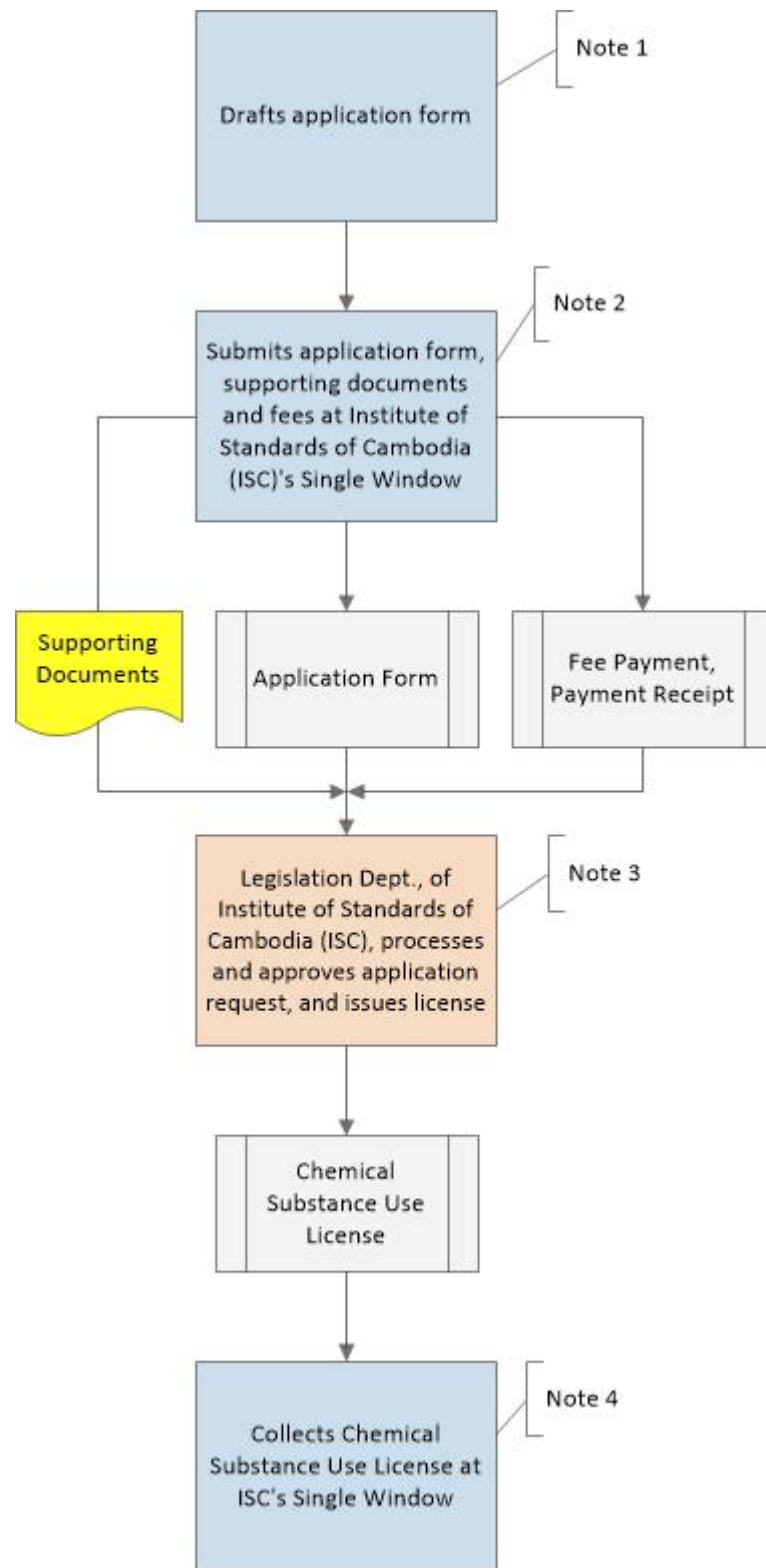
Website: <http://mih.gov.kh/> (<http://mih.gov.kh/>)

Institute of Standard of Cambodia

Address: #538, National Road 2., Sangkat Chak Angrea Lue, Khan Mean Chey, Phnom Penh, Cambodia.

Tel: (855) 12 863792

Website: <http://www.isc.gov.kh/> (<http://www.isc.gov.kh/>)



Notes

Note 1 Applicant can get sample application form at ISC's Single Window

Note 2 Applicant can assign a representative to submit application and go through the required application process on his behalf. In this case, Power Attorney or authorization letter is also needed to include into the application.

Supporting Documents include:

- Business Registration Certificate
- Applicant identification documents
- Tax Registration Certificate
- List of all substance,
- Packing list and invoice
- MSDS
- Annual production plan (using the chemical substance)
- Reports on past use / import of chemical substance for production
- Declaration letter
- Sample chemical substance for analysis or test report

If applicant submits copied version of any supporting documents that is relevant to applicant's identification including Business Registration Certificate and Tax Registration Certificate, it is normal requirement that these copied documents be certified by competent authorities first.

Service fee ranges from 600.000 KHR to 1.400.000 KHR depending on import/export fee/price. After paying fee, applicant receives one copy of payment receipt. Another copy of payment will go with the application dossier.



Note 3 Internal process starts from technical office inside the department and go through several consideration and approval process by relevant officers/offices in institutional hierarchy order. During this internal process, applicant may be asked or advised (practically by phone call) by officer to provide further information and/or documents for the completeness of application.

This process would results in approval on the application and the issuance of the license.

Note 4 The license is valid for 1 year and details on specification, amount of chemical substance as well as the license's validity. Applicant may bring identification documents of himself and application filing receipt/payment receipt when he comes to collect the license.

Category Procedure

The following form/s are used in this procedure

Title	Description	Created Date	Updated Date	Issued By	
<u>Application for Chemical Substance Use License (?r=searchForms/view&id=9)</u>	Form used for the application of Chemical Substance Use License	27-03-2015	04-12-2015	Ministry of Industry and Handicraft	 <u>(/kcfinder/upload/files/sample form for chemical substance use license application.pdf)</u>

This procedure applies to the following measures

Name	Measure Type	Agency	Description	Comments	Legal Document	Validity To	Measure Class
<u>Requirement to obtain license when importing chemical substances and products, except where the substance or product is for medical or pharmaceutical purposes (/index.php?r=searchMeasures/view&id=6)</u>	Certificate Requirement	Ministry of Industry and Handicraft	Chemical substances or products imported to be used for industrial production or commercial purposes must conform with the licensing requirements by MIME	To protect human life or health and safety from potential risks from chemical substance and to effectively control the use of chemical substance	<u>Prakas No. 148 on Procedures and Issuance of Certification of Items and Quantities of Chemical Substance Use (/index.php?r=site/display&id=37)</u>	31-12-9999	Good
<u>Requirement to obtain license when importing chemical substances and products, except where the substance or product is for medical or pharmaceutical purposes (/index.php?r=searchMeasures/view&id=45)</u>	Verification Requirement	Ministry of Industry and Handicraft	Chemical substances or products imported to be used for industrial production or commercial purposes must conform with the licensing requirements by MIME	To protect human life or health and safety from potential risks from chemical substance and to effectively control the use of chemical substance	<u>Prakas No. 148 on Procedures and Issuance of Certification of Items and Quantities of Chemical Substance Use (/index.php?r=site/display&id=37)</u>	31-12-9999	Good

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