



# **Small and Medium Enterprises Development Rules (2017)**

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**The Republic of the Union of Myanmar**  
**Small and Medium Enterprises Development Rules**  
**(2017)**

**The Republic of the Union of Myanmar**  
**Ministry of Industry**  
**Notification No.(21/2016 - 2017)**  
**12<sup>th</sup> Waxing of Thadingyut, 1378 M.E.**  
**(13 October, 2016)**

In exercise of the power conferred under sub-section (a) of Section 37 of the Small and Medium Enterprises Development Law, the Ministry of Industry hereby issues the following rules with the approval of the Union Government as the Focal Ministry assigned by the Notification No. 19/2016 of the Union Government.

**Chapter (I)**  
**Title and Definition**

1. These Rules shall be called **the Small and Medium Enterprises Development Rules**.
2. The expressions contained in these rules shall have the same meanings as defined in the Small and Medium Enterprises Development Law. Moreover, the following expressions shall have the meanings given hereunder:
  - (a) **Law** means the Small and Medium Enterprises Development Law;
  - (b) **Manufacturing enterprise** means an enterprise which produces any manufactured product;
  - (c) **Wholesale enterprise** means an enterprise which distributes and sells various products to retailers;
  - (d) **Retail enterprise** means an enterprise which sets the value and sells various products through the direct engagement with consumers;

- (e) **Service enterprise** means an enterprise which provides service to the need of consumers in accordance with existing law;
- (f) **License, permit or registration certificate** means license, permit or registration certificate issued by the respective government departments according to the existing economic laws, rules, orders and directives in the Union of Myanmar;
- (g) **Form** means the form in these rules.

## **Chapter II**

### **Formation of Agency, Agency Branch Offices and their Functions**

3. The tenure of members of the agency who are not civil service personnel:
  - (a) is the same that of the Union Government;
  - (b) when the tenure is expired, their functions and duties shall be continued to carry out until new members of the agency are selected and appointed.
4. If a member of the agency who is not a civil service personnel desires to resign from the term of office on his own volition according to any reason before the expiry of his term of office, he may resign by submitting a resignation letter to the Working Committee.
5. The Working Committee may terminate any members of the agency who are not civil service personnel and cannot undertake the assigned responsibility.

6. The Working Committee may appoint a new member and assign duty in the vacant position of a member of the agency who is not a civil service personnel whether the resignation or removal from office or decease. The term of office of the appointed and assigned member of the agency is as the same the remaining term of previous member.

7. The agency may form agency branch offices with the appropriate structure in the respective Region or State or Self-administered Division or Self-administered Zone and Union territory with the permission of the Central Committee and Working Committee.

8. The agency shall, in the implementation of the small and medium enterprises development, undertake in accordance with the policies and guidelines stipulated by the Central Committee.

9. According to Section 14(b) of the law, the agency shall describe the following conditions on the submission of annual progress report:

- (a) activities related to financial support;
- (b) activities undertaken according to the fund established with the State's budget;
- (c) activities cooperated with local and international partner organizations;
- (d) activities evaluated the sectoral economic activities to be implemented as priority.

10. The agency shall allow the establishment of the legal consultancy organizations and the business start-up consultancy services related to small and medium enterprises if it is in conformity with stipulations.

11. The agency shall, from time to time, issue the necessary types of enterprises to get the license or the registration certificate in the respective Ministries for doing the business of small and medium enterprises.

12. Agency branch offices shall undertake the following functions and duties:

- (a) providing technologies and information related to development;
- (b) organizing trainings and workshops for human resource development;
- (c) providing the services for funding and getting loan from the banks;
- (d) keeping and collection of data and information of small and medium enterprises;
- (e) encouraging the cluster development of small and medium enterprises;
- (f) participating in cooperation with international community;
- (g) undertaking the duties, from time to time, assigned by the agency;
- (h) supervising and guiding the functions of one - stop services.

13. Agency branch offices undertake field inspection on start-up and on-going business, collecting statistics, recording the types of business and compiling the sectoral information to be used according to the requirement and shall submit them to the agency.

## Chapter III

### Formation of One-stop Service Team and its Functions

14. Regional administrative teams in the Union territory or the respective Region or State or Self-administered Division or Self-administered Zone shall jointly open one-stop service units at the agency branch offices comprising members of agency branch offices and representatives of the respective ministries.

15. One-stop service team shall undertake the following functions and duties:

- (a) raising awareness of the information and procedures by the respective departments for business start-up;
- (b) negotiating with the respective departments to get license for the business related to its functions of small and medium enterprises;
- (c) giving advice for loan;
- (d) giving advice on law and procedure;
- (e) providing training certificates and information on standardization;
- (f) raising awareness of initial requirements for entrepreneurs.



## Chapter IV

### Formation of the Evaluation and Reporting Body and its Functions

16. The Working Committee shall prepare the list of the following qualified persons and submit it to the Central Committee to request the approval in order to form the Evaluation and Reporting Body:

- (a) being a person who can understand fundamentally on real situations and requirements of the small and medium enterprises;
- (b) being a person who has international experience;
- (c) being a person who has excellent negotiating skills;
- (d) being a person who is skillful at economic laws and policies;
- (e) being a person who is skillful at formulation of good policies.

17. According to Rule 16, the Central Committee shall inform the Working Committee in order to form the Evaluation and Reporting Body after the selection of one as the chairman among the candidates submitted by the Working Committee.

18. The Working Committee shall form the Evaluation and Reporting Body comprising a person who has been assigned by the Central Committee as the Chairman, the Director General from the Ministry of Planning and Finance as a member, and economists, Intellectuals and Intelligentsias as members who are fulfilled the qualifications in Rule 16.

19. Any person who is appointed by the Chairman of the Evaluation and Reporting Body shall be assigned as the Secretary.

20. The Evaluation and Reporting Body shall submit annually the evaluation of implementation of the agency to the Central Committee through the Working Committee.

21. The Evaluation and Reporting Body shall, in order to evaluate the impact on environment and socio-economic environment of small and medium enterprises, submit the evaluation to the Working Committee in coordination with respective departments, international and local organizations.

## **Chapter V**

### **Formation of the Fund Management Body and its Functions**

22. The Working Committee shall form the Fund Management Body comprising the person who is assigned by the Central Committee as the Chairman, heads from the respective government departments, the financial experts, and representatives of the entrepreneurs as members.

23. According to Rule 22, the Chairman of the agency as Vice-chairman and Secretary of the agency as member shall be composed in the formation.

24. Any person who is appointed by the Chairman of the Fund Management Body shall be assigned as the Secretary.

25. The Fund Management Body shall hold the working meeting monthly.

26. The Fund Management Body shall organize the financial meeting at least once a month. The meeting shall be valid if more than half of the members, who have the right to attend, are present.

27. The Fund Management Body shall identify banks that will involve in credit programme.

28. In order to borrow the following loans with the specification of type and size of loan through Small and Medium Industrial Development Bank and relevant banks, the Fund Management Body shall decide based on the targeted businesses, country's vision and appropriation, the objective of the credit, specified criteria, possible strengths and weaknesses regarding the business proposed by the agency for small and medium enterprises to support loan at financial meetings:

- (a) loan for innovation;
- (b) loan for high qualities;
- (c) loan for value added;
- (d) low interest rate for loan;
- (e) loan for the export promotion;
- (f) loan for youth and women entrepreneurs.

29. The Fund Management Body shall, in implementing the functions and duties of Section 20 of the law :

- (a) undertake clearly in the use of fund for development;
- (b) have transparency in operations of the Body;
- (c) accept once a year inspection of the audit team designated by the Union Auditor General for financial matters of the Fund Management Body;
- (d) have accurate entry for statistical data and figures.

30. The Fund Management Body shall, regarding raising and allocation of fund:

- (a) seek the assistance fund of the State annually, control the fund and provide the contribution for the agency's projected plans;
- (b) obtain the approval of the Working Committee in receiving the international financial assistance;
- (c) obtain the approval of the Pyidaungsu Hluttaw and the Union Government in receiving the loan from International Banking Institutions;
- (d) undertake to issue and sell the local and international security bond in accordance with the existing laws.

31. The Fund Management Body shall, in order to identify the loan to be provided to small and medium enterprises, specify the initial requirements based on the following enterprises:

- (a) enterprises which manufacture the value-added products;
- (b) enterprises which operate for export promotion;
- (c) enterprises which conserve waste water and protect against environmental hazards;
- (d) energy saving enterprises;
- (e) enterprises which can create employment opportunities;
- (f) enterprises which can increase the export income of the country;
- (g) enterprises which can improve the health care of citizens.

32. The Fund Management Body shall comply with the following points in the implementation of fund controlling and utilization:

- (a) discussion and decision making on the relevant projects to be implemented the policy of the deveopment of small and medium enterprises laid down by the Central Committee and Working Committee according to the conclusion of the Evaluation and Reporting Body at the meeting;
- (b) identification of organization and partner who can implement the projects through evaluation and discussion on results, strengths and weaknesses from the projects;
- (c) identification and confirmation of the project proposal of implementing bodies and allocation of the fund;
- (d) evaluation on the utilization of the fund and implementation of the approved projects and sending copy to and informing the Evaluation and Reporting Body ;
- (e) discussion, utilization and control of annual budget projection, plan for increased annual budget within the fund established according to section 20 (c) of the Law;
- (f) obtaining the approval for receiving, utilization, raising and control of the budget with transparency through clarification at the biannual meeting and continuation of the same practices with common desire.

## **Chapter VI**

### **Functions of Business Associations**

33. Business Associations shall cooperate with respective departments and organizations or among business associations for the development of small and medium enterprises as follows:

- (a) supporting and collaborating for the establishment and development of clusters in terms of type of business and geographical location;
- (b) organizing product and technology exhibitions and contests in cooperation with local and international organizations in accordance with the related rules and regulations;
- (c) exchange technology through the participation in international exhibitions and contests and cooperation with foreign countries.

34. Business Associations may closely advise, discuss and cooperate with the Central Committee, the Working Committee, the agency and other related organizations in order to implement the policies and missions.

## **Chapter VII**

### **Rights and Obligation of Entrepreneur**

35. In order to enjoy the rights in the Law, entrepreneur shall comply with the following:

- (a) applying for registration of small and medium enterprises at agency branch offices in accordance with the stipulations as defined in the law;
- (b) applying for the loan through the agency and agency branch offices;

- (c) appointing international experts in accordance with rules and regulations;
- (d) applying to agency through agency branch offices for the participation in local and international training courses, workshops, seminars and exhibitions;
- (e) informing and applying to the agency through agency branch offices by the entrepreneur for returning of small and medium enterprises certificate or re-specifying within the permitted period when the capital investment and number of labours of small and medium enterprises are not comply with the specification in the law;
- (f) receiving the inspection of the respective authorized person, from time to time, regarding the changes of business size.

36. Entrepreneur shall comply with the following in operating business:

- (a) having fire insurance;
- (b) arranging health-care plan and occupational safety;
- (c) abiding by the related laws, rules, regulations, procedures and standards in transport, storage and utilization of hazardous chemical and products, poisonous goods and those similar products;
- (d) undertaking consumer protection by means of quality and standards of products;
- (e) registering for product brand, logo and manufacturing process in accordance with the existing law.

37. Entrepreneur shall have the rights during keeping the status of small and medium enterprise under Section 14 (q) of the law as follows:

- (a) having the right to keep the status of business up to three years after re-specifying the type of business;
- (b) negotiation with agency if an enterprise wants to get loan during keeping period under sub-section (a).

38. Entrepreneur may, according to international cooperation programmes, make a contract, receiving order and doing with cut-make-pack system with large scale enterprises and international investment, in accordance with existing rules and regulations.

39. Entrepreneur has the right to benefit for the new partnership of foreign investments in compliance with the stipulations prescribed in the Foreign Investment Law.

## **Chapter VIII**

### **Application and Issue of Registration**

40. Entrepreneur shall apply for registration certificate of a small and medium enterprise to agency branch offices together with the following documents:

- (a) application form (A) of start-up small and medium enterprise;
- (b) recommendations of the respective ministries or application for operating licence;
- (c) small and medium enterprise application form (B);
- (d) copy of national registration card;
- (e) licence photo;
- (f) household list.



41. Agency branch offices received the application under Rule 40 shall undertake field inspection whether the facts in application form are correct or not and it is in conformity with the requirement for enterprise stipulated by the law.
42. Agency branch offices shall, if the facts in application form are incomplete or the requirements under field inspection are found, inform applicants to undertake again.
43. Entrepreneur shall, on receiving the information under Rule 42, carry out to fulfil the requirements and re-submit them to the agency branch offices.
44. Agency branch offices shall, on receiving the duly completed applications and re-application under Rule 43, submit it to the agency with its recommendation.
45. An agency may permit or refuse to issue the small and medium enterprise registration certificate after scrutinizing in accordance with the stipulations. If the agency refuses, it shall inform the respective agency branch offices with reason. If the agency permits, it shall inform the respective agency branch offices in order to issue small and medium enterprise registration certificate, with the indication of two years term of registration.
46. In accordance with the decision of the agency, agency branch office shall:
- (a) issue small and medium enterprise registration certificate if they are allowed to register to be paid the prescribed registration fees;
  - (b) inform the applicant with reason if they refuse to allow to register.

## Chapter IX

### Extension of the Term of Registration

47. Entrepreneur shall apply to extend the term of registration, at least 30 days in advance before the date of expiry with the annex form (c) to the respective agency branch offices in accordance with the stipulations.

48. Agency branch offices shall scrutinize the enterprises applied for the extension of registration based on the following facts:

- (a) whether the enterprise is in actual running conditions or not;
- (b) whether fees and expenses payable in relation to enterprise are fully paid or not;
- (c) the balance sheet of the enterprise;
- (d) whether having environmental impact due to the enterprise or not;
- (e) follow up actions and future plans at the time of the extension process if by-products of enterprise impact on the environment;
- (f) whether the applied enterprises fill up the complete information related to support programme or not if they desire to get the benefit of government support programme.

49. Agency branch offices shall, after scrutinizing under Rule 48, fill up the term of registration in the annex form (D) and issue the registration certificate to be paid the renewal fees for the registration prescribed in accordance with the recommendation of the agency.

50. Entrepreneur shall, if they apply to extend the term of registration after the expiry of the registration, pay the fine specified for the expiry. If they fail to apply for the extension of the term of registration for consecutive one year, they shall be cancelled from registration list.

## **Chapter X**

### **Damage and Loss of Registration Certificate**

51. Entrepreneur shall, if he loses the registration certificate, apply together with the credible evidence to the respective agency branch offices in order to issue the copy of registration certificate.
52. The respective agency branch office shall, on application under Rule 51, issue the copy of registration certificate after scrutinizing and causing the specified fine to be paid.
53. If the registration certificate is damage or fade, entrepreneur shall apply to issue the copy of registration certificate to the respective agency branch offices together with the original certificate.
54. The respective agency branch office shall, on application under Rule 53, issue the copy of registration certificate after scrutinizing as may be necessary and causing the prescribed fees to be paid.

## **Chapter XI**

### **Changes in Registered Enterprises**

55. If entrepreneur desires to move the location of the enterprise relating to their business, he shall apply to the agency branch offices with the recommendations of the respective one-stop service team.
56. If entrepreneur desires to change the type of enterprise, merger between business and division of business relating to their enterprise, they shall apply to the respective agency branch office for getting permission.
57. If entrepreneur desires to change the name of enterprise and transfer of ownership relating to their business, he shall apply to the respective agency branch office.
58. If entrepreneur desires to suspend the enterprise temporarily and closing the enterprise permanently, he shall inform the respective agency branch office.

## **Chapter XII**

### **Relief and Exemption from Tax**

59. The Working Committee shall, regarding the development of sophisticated businesses, guide to the agency in coordination with the respective departments and organizations for relief and exemption from tax.

60. Entrepreneur who does business which is one of the enterprises in Section 27(a) to (e) of the law shall apply to the agency in order to get relief and exemption from tax with the following documents:

- (a) recommendation of the local authority on entrepreneurs who are doing business which is one of the enterprises listed in Section 27(a) to (e) of the law;
- (b) reason for the entitlement of relief and exemption from tax;
- (c) admission of the expressions prescribed in application form are correct.

61. The agency shall scrutinize the guidance receiving under Rule 59 and the application under Rule 60 and submit suggestions to the respective departments and organizations if it considers that relief and exemption from tax should be enjoyed.

62. The respective government departments and organizations received the advice under Rule 61 shall take into special consideration for relief and exemption from tax.

## **Chapter XIII**

### **Bank Loan and Financial Support**

63. Entrepreneur shall have the right to get loan from the Small and Medium Industrial Development Bank (SMIDB) or respective banks in accordance with the stipulations for the financial requirement in business development.

64. Entrepreneur shall submit the reference documents requested by the respective bank in the applying loan from the bank.

## Chapter XIV

### Supporting Small and Medium Enterprises

65. Entrepreneur may submit to the respective agency branch office to support the need of its enterprise. The respective agency branch office shall submit through the collection of the proposals of entrepreneurs to the agency.

66. The agency may conduct the discussion on the request submitted by the agency branch office and deal with the request in coordination and cooperation with other departments.

67. If entrepreneur requires to hire international experts and the professionals according to the requirements of business, he shall apply to agency branch office according to the prescribed manner mentioning the following particulars:

- (a) Individual international expert and the professional to be hired;
  - (i) Name
  - (ii) Designation/Position, Occupation and contact details
  - (iii) Educational qualification and specialized subject for profession
  - (iv) Country of origin and Passport number
- (b) Reason for hire and duration;
- (c) Salary and other benefits;
- (d) If salary and benefits are to be paid in foreign currency, to describe how foreign currency will be received.

68. The respective agency branch office received the application under Rule 67 shall submit to the agency with necessary scrutiny and examination whether the enterprise actually requires to hire international expert or not and whether it is enough by appointing local experts or not.

69. The agency may, after examining in accordance with stipulations, allow or refuse to hire international experts and the professionals.

70. Agency branch office shall inform to the applicants in accordance with the decision of the agency.

## **Chapter XV**

### **Assisting to Settlement of Dispute**

71. If any dispute arises between entrepreneurs, between entrepreneurs and any organizations or government department in respect of small and medium enterprises, the agency and agency branch offices shall assist to settle the dispute arisen.

72. If the dispute cannot be settled, it shall be undertaken step by step in following ways:

- (a) to be followed in accordance with prescribed settlement mechanism if the dispute settlement mechanism is designated in the relevant agreements concluded between the entrepreneurs, any organizations or the government department;
- (b) if the dispute settlement mechanism is not designated in the relevant agreement;
  - (i) resolving and handing over the issues to respective department with the formation of arbitral tribunal comprising with the persons not less than three or not more than five (odd number) from the agency, agency branch office and the persons agreed by both parties
  - (ii) resolving in accordance with relevant existing laws if it cannot be settled.

**Chapter XVI**  
**Miscellaneous**

73. The meetings of the agency shall be convened at least once a month.

74. The President of the agency shall perform as the Chairman in the meetings. If the President is absent the meeting, the Vice-president shall perform as the Chairman, and the president and Vice-president are absent, the Secretary shall perform as the Chairman.

75. The meeting shall be valid if more than half of the total members are present.

76. The agency shall make decision on the agreement of more than half of the members attended the meeting. This decision shall not be allowed to reject, refuse, and propose for further changes by the members of the agency who are absent the meeting.

77. In reviewing on the Small and Medium Enterprises Development Law by the Central Committee, the respective organizations shall perform as follow:

- (a) submitting the advice on the policies and laws relating to the agency and agency branch offices by the agency;
- (b) submitting the advice relating to the law by the Evaluation and Reporting Body;
- (c) submitting the advice relating to the law by the Fund Management Body;
- (d) submitting the advice relating to the law by the focal ministry and the respective government ministries;
- (e) submitting other requirements.

**(Sd.) Khin Maung Cho**

**Union Minister**

**The Government of the Republic of the Union of Myanmar**  
**Ministry of Industry**

Small and Medium Enterprise Application Form  
(Rule 40 (a))

To:

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Date:   yy   mm   dd

In accordance with the existing laws of the Republic of the Union of Myanmar, I hereby apply for the implementation of small and medium enterprise with the following facts:

(1) Applicant

- (a) The entrepreneur/Company' s Name -----
- (b) National Registration Card Number -----
- (c) Address -----

(2) The Enterprise to be done

- (a) Name of Enterprise -----
- (b) Type of Enterprise -----
- (c) Size of Enterprise -----
- (d) Products/ Trade/Services -----
- (e) Type of Ownership -----

(3) Location of Enterprise

- (a) Location -----
- (b) Land/ Area of Building -----
- (c) Own/Rent -----

(Applicant)

Sign \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Phone No : \_\_\_\_\_



Small and Medium Enterprise Registration Form  
(Rule 40 (c))

To:

-----  
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Date:   yy   mm   dd

In accordance with the provisions of the Small and Medium Enterprise Development Law of the Republic of the Union of Myanmar, I hereby apply for a registration of my enterprise with the facts as follows:

(a) Applicant

(a) The entrepreneur/Company's Name -----

(b) National Registration Card Number -----

(c) Address -----

(2) The Enterprise to be registered

(a) Name of Enterprise -----

(b) Type of Enterprise -----

(c) Size of Enterprise -----

(d) Products/ Trade/Services -----

(e) Type of Property/Ownership -----

(3) Location of Enterprise/Business

(a) Location -----

(b) Land/ Area of Building -----

(c) Own/Rent -----

(d) Year of Establishment -----

(4) Capital Investment (kyats in Million)

(a) Machine parts -----

(b) Building -----

(c) Others -----

(5) Manufacturing Enterprises

(a) Product Name -----

**Form (B) Continued**

- (b) Production Categories -----
- (c) Annual Production -----
- (6) Trading Enterprise
  - (a) Traded Goods -----
  - (b) Retail/Wholesale -----
  - (c) Annual Revenue of Last Year (Kyats in million)-----
- (7) Services Enterprise
  - (a) Servicing Enterprise -----
  - (b) Quantity -----
  - (c) Annual Revenue of Last Year (Kyats in million)-----
- (8) Taking on Employees (estimate)
  - (a) Administrator -----
  - (b) Supervisor -----
  - (c) Skilled Labour -----
  - (d) Ordinary Labour -----
  - (e) Others -----
- (9) Registration/Licensing
  - (a) Department issued Registration/Licence -----
  - (b) Licence No./Type -----
  - (c) Date of Issue -----
  - (d) Expiry Date -----

I submit and declare to be true that the above mentioned facts are accompanied with the conditions of enterprise.

(Applicant)

Sign \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Phone No : \_\_\_\_\_

**Registration Renewal Form  
(Rule 47)**

To:

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-----City

-----Region/State/Self-Administered Zone

Date: yy mm dd

Description: **Application for Small and Medium Enterprise  
Registration Renewal**

1. ----- Company/Entrepreneur thereof-----  
-----Region/ State/ Self-Administered Zone -----  
-----township herein ----- enterprise  
(Small and Medium Enterprise Registration Number-----  
/Date -----) shall be due on ----- (date)  
the term of registration.

2. Therefore, -----Company/Entrepreneur  
thereof----- enterprise shall be applied for the  
Registration Renewal together with the origin of registration  
certificate.

(Applicant)

Sign \_\_\_\_\_

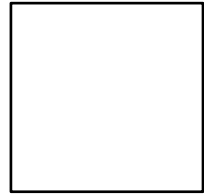
Name \_\_\_\_\_

N.R.C. No: \_\_\_\_\_

Designation \_\_\_\_\_

Phone No: \_\_\_\_\_

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**Small and Medium Enterprise Registration Certificate**

Registration No : \_\_\_\_\_ Date : \_\_\_\_\_

Type of Enterprise: \_\_\_\_\_ Region/State: \_\_\_\_\_

Self-Administered Zone

Under sub-section A of Section (29) of the Small and Medium Enterprise Development Law the following enterprise has been registered-

- 1. Name of Enterprise - .....
- 2. Type of Enterprise - .....
- 3. Size of Enterprise - .....
- 4. Location Address - .....
- 5. Type of Ownership - .....
- 6. The Entrepreneur's Name - .....
- 7. National Registration Card Number - .....
- 8. Year of Establishment - .....
- 9. Capital Investment (Kyats in million) - .....
- (Foreign Currency) - .....
- 10. Number of Employee - .....
- 11. Expiry Date of Registration - .....

( )

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**Form (D) Continued**

**Rules followed by the Entrepreneurs**

1. This registration certificate shall not be handed over or transfer to the irrelevant persons.
2. Facts in this registration certificate shall not be amended or added.
3. If this registration certificate looses, it shall apply to the Agency Branch Office together with the irrefutable facts to be issued the copy of the registration certificate.
4. If the registration certificate is damaged or faded or necessary to change the facts in registration certificate, it shall apply to the relevant Agency Branch Office together with the registration certificate or its copy.
5. The registration certificate shall not be used in any matter except the matter in respect of the enterprise.
6. Registration certificate, shall be applied in advance to renew within (30) days before the date of expiry. In application, this registration certificate shall be submitted together.

**Registration Renewal**

<b>Sr. No</b>	<b>Expiry Date of Registration</b>	<b>Sign of / Authorized Person</b>