

## Service Introduction

# Pre-application Technical Consulting Service for Licensing of Retail Establishments of Live and Fresh Food Products

The Municipal Affairs Bureau (IAM) adheres to the spirit of “better serving the public” and constantly strives to promote optimised measures with the aim of providing high quality and efficient services to the public. In 2023, IAM launched the optimisation of the application process for licensing of retail establishments of vegetables, fish and meat, and added a “pre-application technical consulting service”. After having a preliminary plan or before applying for a license, applicants can enquire about the application process, application documents, operation plan, facilities and equipment of the establishment, environmental hygiene, food hygiene, etc. IAM will answer their questions on site and provide technical advice on the preliminary plan.

### ● Target of Service

Individuals who intend to operate retail establishments of vegetables, fish and meat

### ● Points to Note

1. Applicants must submit the “Application Form for Pre-application Technical Consulting Service for Licensing of Retail Establishments of Live and Fresh Food Products” and the documents mentioned to the public services centres of IAM. The information about the applicant and other attendees must also be provided, such as name, job title, job duties, representative or architect (if any). Generally, a consultation meeting will be arranged within five to seven days;
2. Applicants should submit their questions prior to the consultation meeting so that the representatives from corresponding departments can prepare relevant responses;
3. Consultation meetings are free of charge, and the maximum number of meetings held for the same case under the same conditions is three times;
4. The documents required for the application are listed in the “Application Form for Pre-application Technical Consulting Service for Licensing of Retail Establishments of Live and Fresh Food Products” (<https://app.iam.gov.mo/iameform/download?id=1343>).