

TREATMENT PLANT LICENSING SYSTEM

Renewal



All treatment plant applications will be processed according to the Forest (Preservative Treatment) Regulations 1992. Every license issued shall expire on the 31st of December of every year of issue and licensee is expected to apply for a renewal of license 3 months (October) before its expiry date.

For application of renewal of treatment plant license, the online application form is the same as that of the new license application but with an additional field where user enters the license number which he/she wishes to renew.

Below is the online application link:

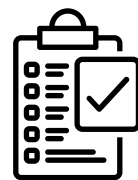
http://www.fhms.gov.fj/treatment_plant_application_home/



PROCESS

1. Application: it should be noted that there will be an additional field in the online form where it will require the applicant to enter the license number that he/she wishes to renew.
2. Inspection: an annual inspection of preservative facilities for annual licensing renewal will be carried out by the officials from the Ministry of Forestry.
3. Issuance of License: the applicant will be notified via email of the approval and rejection of application.

Turnaround time is 24 to 48 hours.



REQUIREMENT

1. Valid Business License Certificate from the Local Town/City Councils
2. Tax Compliance Certificate from Fiji Revenue & Customs Services
3. FNPF Compliance Letter
4. National Fire Authority Compliance Certificate
5. Waste Disposal Permit/Receipt (including email confirmation from Department of Environment)
6. OHS Report from Department of Labour
7. Full Medical Report of Treatment Plant Operator (s)
8. Total Annual Treatment Volume
9. Total Annual Treatment Sales
10. Timber Inspectorate Inspection Report from the Forestry Office in Nasinu



For further information, please visit our Forestry Office in Nasinu or Contact us via 3301 611/ 892 4620.

ADDITIONAL INFORMATION

Investment in the Forest Sector

Blessed with a forest cover of 1.1million hectares (ha), the Forestry sector is a natural resource based and economic service sector that plays a vital role to Fiji's road to economic recovery. Interested parties who wish to invest in Fiji's forestry sector are recommended to first visit the Ministry of Forestry to seek further advise on the potential areas of investment prior to proceeding to the next step and that is, gathering the necessary documentations required for the approval/permit/licenses relevant to the scope of the business that they're venturing in within the sector.

Investment Opportunities

- Import substitution product.
- Non-timber forest product
- Forest harvesting
- Sawmill & Treatment Plant
- Value-added product
- Forest Park

Investment Incentives

This incentive is available to a newly incorporated entity engaged in a new business established between 1 January 2018 to 31 December 2028 in the following areas; Vanua Levu – included Taveuni, Rabi, Kioa and other islands generally included for governments administrative purpose as being in the Northern Division, Rotuma, Kadavu, Levuka, Lomaiviti, Lau and Nausori-Lautoka region (from Nausori Airport side of the Rewa River (excluding township boundary) to the Ba side of the Matawalu River. Any company may apply to the Minister for Economy in prescribed form for an operating license.

Tax Exemptions Available

The income tax exemption is as follow;

- capital investment from FJ \$250,000 to FJ \$1,000,000, for a period of 5 consecutive years; or
- capital investment from FJ \$1,000,000 to FJ \$2,000,000, for a period of 7 consecutive years; or
- capital investment above FJ \$2,000,000 for a period of 13 consecutive years.

Benefits under the Tax-Free Region

- Duty concession on the importation of raw materials, machinery, and equipment (including parts and materials) insofar as they are required for the establishment of the business at rates of Free Fiscal, Free Import Excise and VAT applicable.
- Additional 5 years of income tax exemption is available to any company granted a license and having indigenous Fijian landowner equity of at least 25 percent

Export Income Deduction

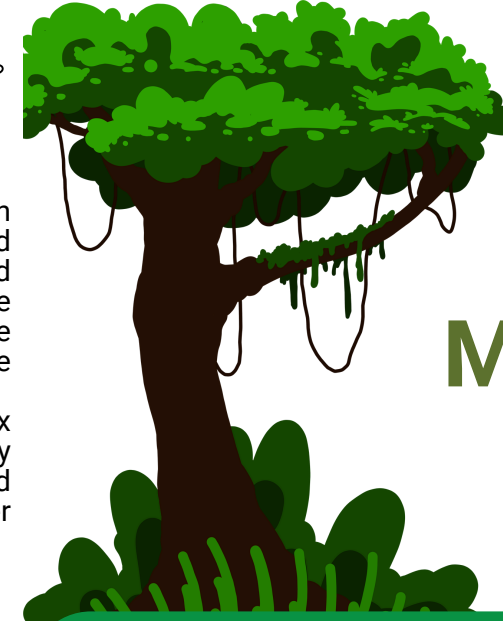
A 60% export income deduction is currently available to exporters till 31 December 2024. The agriculture, fisheries and forestry sector are further incentivised with a 90 percent export income deduction.

Financial Assistance Schemes

For investors interested in setting up a business pertaining to the Forestry sector, the following financial assistance schemes/programs are available to their advantage if they meet the criteria/requirements set by responsible Organisation, Ministries and Statutory Bodies.

- **FOREST SUBSIDY ASSISTANCE**
Agency: Ministry of Forestry
- **NATIONAL EXPORT STRATEGY (NES)**
Agency: Ministry of Commerce, Tourism, Trade & Transport (MCTTT)
- **INTEGRATED HUMAN RESOURCES DEVELOPMENT PROGRAMME (IHRDP)**
Agency: Ministry of Commerce, Tourism, Trade & Transport (MCTTT)
- **TRADE ENHANCEMENT PROGRAMME (TEP)**
Agency: Ministry of Commerce, Tourism, Trade & Transport (MCTTT)

Investors who wish to access the above assistance are advised to visit the Agency's website or their respective Headquarters for further information on the application requirements and submission details.



MINISTRY OF FORESTRY

BUSINESS GUIDE PROCESS

01. SAWMILL LICENSING SYSTEM

- New Application
- Renewal

02. TREATMENT PLANT LICENSING SYSTEM

- New Application
- Renewal

03. ADDITIONAL INFORMATION

- Investment in the Forest Sector
- Financial Assistance Schemes

SAWMILL LICENSING SYSTEM



New Application

All sawmilling applications will be processed according to the Forest (Sawmill) Regulations 1968. Previously, the Ministry issued Sawmill licenses on a manual basis but recently, the procedure has been digitised. Thus, with the implementation of this new online system, service delivery to the respective stakeholders have been made efficient and effective- what would normally take one week or more to issue has now been decreased to 48 hours.

BELOW IS THE ONLINE APPLICATION LINK:

[HTTP://WWW.FHMS.GOV.FJ/SAWMILL_APPLICATION_HOME/](http://www.fhms.gov.fj/sawmill_application_home/)



PROCESS

1. Application: interested businesses are recommended to firstly visit the Forestry Office in Nasinu before proceeding to fill the online application form.
2. Provisional Approval: once all requirements are met than a provisional approval of six months will be issued, for the purchase and installation of the mill and should not be used for commercial operations.
3. Mill Inspection: when the mill is ready to operate, an on-site inspection will be carried out by the officials from the Ministry of Forestry and Ministry of Employment.
4. Full License: the applicant will be notified via email of the approval and rejection of application.

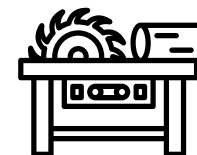


REQUIREMENT

- Business License from Department of Local Government
- FNPF registration certificate & compliance letter
- Tax registration certificate & compliance Letter
- Site and sawmill layout plan
- Environment Impact Assessment approval
- Waste Disposal Permit application/Receipt from Department of Environment
- Log Resource Availability Confirmation
- Contract Agreement between Logging Contractor and Sawmiller
- Inspection Report from National Fire Authority
- OHS Inspection Report
- Employee Data (Full name, Age, Position, Qualification, Employment Duration)

Turnaround time is 24 to 48 hours.

SAWMILL LICENSING SYSTEM



Renewal

All sawmilling applications will be processed according to the Forest (Sawmill) Regulations 1968. Every license issued shall expire on the 31st of December of every year of issue and licensee is expected to apply for a renewal of license 3 months (October) before its expiry date.

For application of renewal of sawmilling license, the online application form is the same as that of the new license application but with an additional field where user enters the license number which he/she wishes to renew.

Below is the online application link:

http://www.fhms.gov.fj/sawmill_application_home/



PROCESS

1. Application: it should be noted that there will be an additional field in the online form where it will require the applicant to enter the license number that he/she wishes to renew.
2. Inspection: when all requirements have been fulfilled and after a series of internal vetting, an on-site inspection will be carried out by the officials from the Ministry of Forestry.
3. Issuance of License: the applicant will be notified via email of the approval and rejection of application.

Turnaround time is 24 to 48 hours.

REQUIREMENT

1. OHS Inspection Report from Labour Department
2. Waste Disposal Permit/Receipt from Department of Environment (including email confirmation)
3. Log Resource Availability Confirmation
4. Contract Agreement between Logging Contractor and Saw miller
5. FNPF Compliance Letter from Fiji National Provident Fund
6. Tax Compliance Letter from Fiji Revenue & Custom Services
7. Business License from Department of Local Government
8. National Fire Authority Inspection Report
9. Notification on new machines or building if there is a new improvement from previous sawmill layout (Forestry Department Inspection Report)
10. Production Summary from January to December of the last operating year
11. Employee Data (Full Name, Age, Position, Qualification, Employment Duration)

TREATMENT PLANT LICENSING SYSTEM



New Application

All treatment plant applications will be processed according to the Forest (Preservative Treatment) Regulations 1992. Previously, the Ministry issued licenses on a manual basis but recently, the procedure has been digitised. Thus, with the implementation of this new online system, service delivery to the respective stakeholders have been made efficient and effective- what would normally take one week or more to issue has now been decreased to 48 hours.

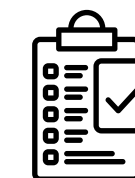
Below is the online application link:

http://www.fhms.gov.fj/treatment_plant_application_home/



PROCESS

1. Application: interested businesses are recommended to firstly visit the Forestry Office in Nasinu before proceeding to fill the online application form.
2. Provisional Approval: once all requirements are met than a provisional approval of six months will be issued, for the purchase and installation of the treatment plant and should not be used for commercial operations.
3. Plant Inspection: when the treatment plant is ready to operate, an on-site inspection will be carried out by the officials from the Ministry of Forestry and Ministry of Employment.
4. Full License: the applicant will be notified via email of the approval and rejection of application.



REQUIREMENT

1. Business Registration & License
2. FNPF Registration & Compliance Certificate
3. Tax Registration & Compliance Certificate
4. Waste Disposal Permit/Receipt
5. Environment Impact Assessment Approval
6. Confirmation of Land Type (Land Title)
7. Site Plan & Layout of the Treatment Plant
8. Type of Preservative used.
9. Site Approval
10. Inspection Report from National Fire Authority
11. OHS Inspection Report

Turnaround time is 24 to 48 hours.