



LICENSES, PERMITS AND CERTIFICATES

PROCEDURES FOR ISSUING CONSTRUCTION PERMIT

The main principles for setting the requirements and issuing permits are transparency and 'one-stop-shop'. Buildings and civil works fall into 5 different classes:

- Class I: No construction permit required
- Class II: Low risk level
- Class III: Moderate risk level
- Class IV: High risk level
- Class V: Extreme risk level (buildings of special importance).

The categorization is based on the parameters of buildings to be constructed and demolished.

The process for construction permitting covers three stages:

STAGE I

Setting the conditions for city spatial planning: approval of conditions for land plot use for construction - up to 12 days. Approval of conditions for using a land plot for construction means determining the requirements for the construction project documents stipulated by law.

STAGE II

Approval of an architectural/construction design (an architectural design, a structural layout or/and a technological design): up to 18 days. Approval on an architectural/construction design means agreeing on architectural, structural layout, technological design for a factory or/and industrial unit. All these documents might be required upon necessity.

STAGE III

Issuing a construction permit, i.e. certificate: up to 5 days. At this stage, a permit issuing authority shall receive documents required for the respective Class. If no other administrative authority is involved in the permitting, the process may be finalized in one stage incorporating all three stages.



The main requirements for constructing building on a land plot are as follows:

- Land plot development coefficient (K1)
- Land plot development intensity coefficient (K2)
- Land plot greenery coefficient (K3)
- Functional conditions of buildings
- Dimensions of buildings and number of floors
- Construction site setting if public space/area is used

Batumi Municipality approves the general plan for land use, which overrules the city zoning.

A finished constructed unit is put in operation after its conformity with the construction permit terms and conditions is confirmed and supported by respective documentation.

The decision on whether II and III class buildings can be put in operation is made in 15 days after application is presented. The decision for IV and V class buildings and parts of buildings is made within 30 days.

LICENSE FOR EXTRACTING MINERAL RESOURCES

License seekers must submit the following documentation to the Ministry of Finance and Economy of Ajara AR:

1. Application specifying the type, amount, location of the resource to be extracted, and the license validity period
 2. Entry from Public Registry for Legal Entities and Entrepreneurs, and copies of identification documents for physical persons
 3. If the area indicated in the application is in private ownership, the certificate of ownership and consent of the owner must be submitted.
 4. Topographic map indicating the area of interest and location coordinates
- After the documentation is presented, the Ministry sends the submitted documentation to the Administration of Environment Protection and Natural Resources of Ajara A.R. for approval

- After receiving the geo-informational package and the consent (positive resolution) from the Administration of Environment Protection and Natural Resources of Ajara A.R., the Ministry advertises an auction
- The Auction is held within 30 days after the announcement
- The Ministry holds auction on main construction materials (sand/gravel and quarry) and fresh ground water. As for fishing and timbering licenses, the respective license is issued by the National Environmental Agency

EXPORT CERTIFICATES

THERE ARE 4 TYPES OF CERTIFICATE OF THE PRODUCT ORIGIN:

- ✓ Preferential Certificate of Origin (Form A)
- ✓ Non-Preferential Certificate of Origin
- ✓ Preferential Certificate of Origin (CT-1)
- ✓ Preferential Certificate of Origin (EUR.1)

Form of Certificate	Issuing Authority (Export Countries)	Documents required for issuing certificate of origin
Preferential Certificate Form A	Certificates of origin on specified goods exported from the customs territory of Georgia to specified countries are issued by Customs Department of Revenue Service in Autonomous Republic of Ajara (Countries: USA, Canada, Japan, Switzerland, Norway)	<ul style="list-style-type: none"> • Application specifying: name of goods with 11-digit commodity code, amount of goods, name of exporter and importer, address and country • Declaration of Origin of Goods and its Possession • Contract (Agreement) • Invoice
Non-Preferential Certificate of Origin	Certificates of origin on specified goods exported from the customs territory of Georgia to specified countries are issued by the Chamber of Commerce and Industry of Ajara A.R. and Customs Department of Revenue Service in Autonomous Republic of Ajara (on goods exported to all other countries, while products do not satisfy criteria of preferential origin)	<ul style="list-style-type: none"> • Application specifying: name of goods indicating 4-digit commodity code, amount of goods, name of exporter and importer, address and country • Declaration of Origin of Goods and its Possession • Contract (Agreement) • Invoice
Preferential Certificate CT-1	Certificates of origin on specified goods exported from the customs territory of Georgia to specified countries are issued by the Chamber of Commerce and Industry of Ajara A.R. and Customs Department of Revenue Service in Autonomous Republic of Ajara (on goods exported to CIS countries)	<ul style="list-style-type: none"> • Application specifying: name of goods indicating 4-digit commodity code, amount of goods, name of exporter and importer, address and country • Declaration of Origin of Goods and its Possession • Contract (Agreement) • Invoice
Preferential Certificate EUR 1	Certificates of origin on specified goods exported from the customs territory of Georgia to specified countries are issued by the Revenue Service of Georgia (on goods exported to Turkey, EU)	<ul style="list-style-type: none"> • Application form • Declaration of Origin of Goods and its Possession • Contract (Agreement) • Invoice