Starting a business / Manufacturing licence

22 Apply for a manufacturing license

Contact details

Entity in charge
Ministry of Trade and Industry
Kingsway Road LNDC Phase II 3rd floor 2nd floor, Maseru 100
Tel: +266 22321559 / +266 022326130

Unit in charge
Manufacturing Licence Office, department of industry
Mon: 08:00 - 12:45, 14:00 - 16:30
Tue: 08:00 - 12:45, 14:00 - 16:30
Wed: 08:00 - 12:45, 14:00 - 16:30
Thu: 08:00 - 12:45, 14:00 - 16:30
Fri: 08:00 - 12:45, 14:00 - 16:30

Person in charge
Mpho Seisa
Industrial Development Officer
Tel: +266 63115468 / +266 53828222
Email: seisamgr@gmail.com
Requirements

1. Trade and manufacturing license - application form (original)
   filled with the relevant activity and signed by the applicant
2. Lease - certified (original)
3. Sublease - certified (original)
4. Certificate of inspection (original)
5. Environmental impact assessment clearance certificate (original)

Sole Manufacturer
1. National ID Card - certified (original)
   or Passport - certified (original)
   or Driver's license - certified (original)

Company
1. National ID Card - certified (original)
   of director(s) and shareholder(s)
   or Passport - certified (original)
   of director(s) and shareholder(s)
   or Driver's license - certified (original)
   of director(s) and shareholder(s)
2. Certificate of incorporation (simple copy)
3. Company extract (simple copy)

Specific business activities
1. Food handler certificate (original)
   for food handlers only
2. Certificate of analysis (original)
   for manufacturing of food, water, cream and medicine

Time frame

Attention at counter: Min. 5mn - Max. 15mn
Waiting time until next step: Min. 2 days - Max. 5 days

Legal justification

1. Industrial Licensing Regulations 2014
   Articles 3, 7 on application for a licence and industrial licence
2. Industrial Licensing Act 2014
   Articles 4, 5, 13 on application for licence, issuance of licence and functions of the director
Additional information

There is no receipt upon submission of the documents. However, the officer registers the name of the applicant and the date of deposit. The application will be assessed by the Director of industry or any other person entitled by the Director to do so. The applicant comes and checks the status of the application after the assessment by the Director.

All manufacturing activities which does not require an environmental impact assessment to obtain a license: Manufacturing of concrete products; Water bottling; Bakery; Pre packing; Jewellery manufacturing; Tombstone manufacturing; Printing; Ice cubes; Art and crafts; Graphic design and sign writing; Honey processing; (Industrial licensing regulations 2014, Second schedule).

Recourse: Ministry of Trade and Industry

Entity in charge
Ministry of Trade and Industry
Kingsway Road LNDC Phase II 3rd floor 2nd floor, Maseru 100
Tel: +266 22321559 / +266022326130

Unit in charge
Industry Development Manager
Mon: 08:00 - 12:45, 14:00 - 16:30
Tue: 08:00 - 12:45, 14:00 - 16:30
Wed: 08:00 - 12:45, 14:00 - 16:30
Thu: 08:00 - 12:45, 14:00 - 16:30
Fri: 08:00 - 12:45, 14:00 - 16:30

Person in charge
Relebohile Seleteng
Industry Development Manager
Tel: +266 57007701 / +266 62009411
Email: seleteng@gmail.com

Entity in charge: [Stamp]
Certified by: [Signature]
Date/Signature: 05/04/2019

https://lesothoeregulations.org/procedure/print/36/26/step/199?showRecourses=true&showCertification=true&l=en