

1.	Name of service	Issuance of permit-hygiene passport					
2.	Recipients of service	Businesses for business purposes Natural persons for business purposes					
3.	Type of service: electronic / non-electronic	Electronic and non-electronic					
3.1.	Link to electronic service	https://www.epaslaugos.lt/portal/service/43221/19220?searchId=47276af5-00a5-4378-a4b9-f0308018adcc					
3.2.	Link to online application form (when electronic service unavailable)	https://www.lietuva.gov.lt/webPartner/subsystems/service/documents/718/19145/paraiska-gauti-leidima-higienos-pasa.docx					
4.	Timeframe of service	76 working days (time includes time given to recipient of service to resolve inconsistencies with laws that were found during the evaluation)					
5.	Fees of service	24-180 Eur (the price depends on the area of the premises and if evaluation of conditions of specific services shall be assessed at the place of services)					
6.	Cross-border payment measures and procedure	A fee determined by state, must be paid before Permit-hygiene passport is obtained. The fee is paid into states budget:(accounts of State Tax Inspectorate Under the Ministry of Finance of the Republic of Lithuania: <table border="1" data-bbox="523 1877 1259 1973"> <tr> <td>Account No.</td> <td>Payments codes</td> <td>Banks code</td> <td>Bank name</td> <td>SWIFT code</td> </tr> </table>	Account No.	Payments codes	Banks code	Bank name	SWIFT code
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LT78 7290 0000 0013 0151	5792	72900	AB „Citadele“ bank	INDULT2X
LT05 7044 0600 0788 7175	5792	70440	AB SEB bank	CBVILT2X
LT32 7180 0000 0014 1038	5792	71800	AB Šiaulių bank	CBSBLT26
LT74 7400 0000 0872 3870	5792	74000	Danske Bank A/S Lietuvos filialas	SMPOLT22
LT74 4010 0510 0132 4763	5792	40100	Luminor Bank AB (previously AB DNB bank)	AGBLT2X
LT12 2140 0300 0268 0220	5792	21400	Luminor Bank AB (previously Nordea Bank AB Lietuvos skyrius)	NDEALT2X
LT24 7300 0101 1239 4300	5792	73000	„Swedbank“, AB	HABALT22
LT42 7230 0000 0012 0025	5792	72300	UAB Medicinos bankas	MDBALT22

Beneficiary of of the fee is State Tax Inspectorate under the Ministry of Finance of the Republic of Lithuania, identification code 188659752. The payment shall be made to State Tax Inspectorate under the Ministry of Finance of the Republic of Lithuania indicating:

- the name of the beneficiary
- account number of budget collection account
- payer's identification code
- payers name
- payment code

		<ul style="list-style-type: none"> • payable amount <p>If taxes, fees and contributions are paid for other persons (businesses or persons), the extended payment order form, including the identification code, name and address of the originator of the payment shall be used</p>
7.	Description of process for obtaining a service	<ol style="list-style-type: none"> 1. Applicant submits application and required documents 2. Institution issuing permit-hygiene passport assesses submitted documents (if the application is not properly completed - requests for corrections, if some documents or information is not provided - requests for them) 3. Institution issuing permit-hygiene passport informs the applicant about inspection of the conditions of services provided for by the applicant, the date and time of inspection 4. Institution issuing permit-hygiene passport conducts inspection of the conditions of services at the place of the business (if violations of regulations (hygiene norms and other legislation) is found during the inspection, a period of 45 days is granted to resolve violations) 5. Institution issuing permit-hygiene passport informs the applicant about the decision (a refusal to issue a permit-hygiene passport is decided if recipient of service did not resolved violations of regulation during the granted period of 45 days) 6. Recipient of service pays state fee (if decision was to issue permit-hygiene passport) 7. Permit-hygiene passport is given to recipient of service
8.	List of documents to be submitted to obtain a permit	<ol style="list-style-type: none"> 1. An application for a permit-hygiene passport 2. For natural persons - a copy of identity document 3. A document (or its copy) proving the right to use the premises in which the applicant intends to provide services, unless the applicant owns the premises 4. Cadastral measurement file (or its copy) of the premises in which the applicant intends to carry on the business. Cadastral measurement (inventory) file consists of explanations and blueprints (drawings of the premises) and is made by surveyor. Requirement of cadastral measurement file does not apply to simple structures.
9.	Contact details of the authority providing a service	<p>General contact number of the National Centre for Public Health under the Ministry of Health (8 5) 264 96 76, e-mail info@nvsc.lt, website nvsc.lrv.lt</p> <p>Applicant (its call, letter) will be directed to the responsible specialist respectively</p>

	(position of responsible employee, name and surname, e-mail, phone no.)	
10.	Information concerning available remedies	Applicant has the right to submit a complaint to the Administrative Disputes Commission in accordance with the procedure established by the Law on Administrative Dispute Commissions of the Republic of Lithuania and to the Administrative Court in accordance with the Law on Administrative Proceedings of the Republic of Lithuania. Applicant has the right to file a complaint to the Seimas Ombudsman by following procedure established by the Law on the Seimas Ombudsmen on abuse of public servants, bureaucracy or other violations of human rights and freedoms in public administration
11.	Contact details of organisations from which providers or recipients can obtain practical assistance	-