

The City of Yangquan

Investment Questions Answered by Different Municipal Bureaus

Chinese and English Version

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市发展和改革委员会

Yangquan Development and Reform Commission

备案项目如何办理？

How to apply for investment project registration

备案范围：企业投资《政府核准的投资项目目录》外的固定资产投资项 目（含非企业组织利用自有资金、不申请政府投资建设的固定资产投资项 目）。

Registration Scope: Fixed asset investment projects which are not listed in the brochure of “List of Investment Projects approved by the Government” (including non-business organizations’ fixed asset investment project) have to be registered.

所需材料：项目单位通过投资项目在线审批监管平台填报项目备案信息登记表，将相关信息告知项目备案机关。备案基本信息包括项目单位基本情况；项目名称、建设地点、建设规模、建设内容；项目总投资额；项目符合产业政策声明。

Registration Material: investors should use online approval platform to fill registration forms, informing related approval authorities. Basic information about the investment project will be collected, such as investor background information, name of the project, location of the project, size of the investment, content of the project, total investment amount, statement that the project complies with national industrial policy

备案时限：备案机关通过投资项目在线审批监管平台收到项目全部信息即为备案（项目备案机关发现项目属产业政策禁止投资建设或其他不情形的，通过在线平台及时告知企业予以纠正）。

Required Time: the registration is finished once the authorities receive the registration materials from the online approval platform. (If the investment project is forbidden by local industrial policy or not qualified, feedbacks will be given to the investor through online platform so that corrections can be made afterward.)

核准项目如何办理？

How to apply for special approval for the project

核准范围：对关系国家安全、涉及全国重大生产力布局、战略性资源开发和重大公共利益等项目，实施核准管理。实行核准管理的具体项目范围以及核准机关、核准权限，由国务院、省、市三级颁布的《政府核准的投资项目目录》确定。

Special Approval Scope: Investment projects concerned with national security, national productivity distribution, resources strategic development or major public interest should apply for investment project special approval. The approval authorities and their approval scope should follow “List of Investment Projects approved by the Government” issued by national, provincial and municipal governments.

所需材料：项目申请报告（可自行编写或具有相关经验和能力的工程咨询单位编写）、选址意见书（以划拨方式提供国有土地使用权的项目）、用地预审意见、项目社会稳定风险评估报告及审核意见（仅限重大项目）。

Special Approval Material: Investment Application Report (written by the investor or a third party engineering consulting companies with related experience and capability), permission notes for location (land leasing right), land use preliminary approval, social stability and risk evaluation report and audit opinion (only for major projects)

核准时限：项目单位将核准所需材料提交核准机关，7个工作日内完成项目核准（审查机关委托中介服务机构对项目申请报告进行评估的，评估时间不计入审查期限）。

Required Time: After the investors submit application materials to the authorities, it takes maximum 7 days to finish the approval of the project. (If the authority asks for a third-party agent organization to evaluate the project, the time taken by the agent is not counted into the 7 days.)

项目节能审查如何开展

How to apply for energy saving audit for the project

项目范围：年综合能源消费量不满 1000 吨标准煤且年电力消费量不满 500 万千瓦时的固定资产投资项 目，以及用能工艺简单、节能潜力小的行业如：风电站、光伏电站、生物质能、地热能、核电站、水电站、抽水蓄能电站、电网工程、输油输气管网、水利、铁路、公路、城市道路、内河航运、信息网络（不含数据中心）、电子政务、卫星地面系统等，由项目单位出具能耗测算说明、能耗承诺等，不再单独进行节能审查。除此之外的固定资产投资项 目，建设单位需在开工建设前取得节能审查机关出具的节能审查意见。

Project Scope: If the total energy consumption of the project is lower than 1000 tons of standard coal or 5 million KWH's electricity each year, the investors don't have to apply for energy saving audit. If the project is in the areas of wind power station, photovoltaic power station, biomass energy, geothermal energy, nuclear power station, hydropower station, pumped storage power station, power grid engineering, oil and gas pipeline network, water conservancy, railway, highway, urban road, inland navigation, information network (excluding data Center), e-government and satellite ground system, investors also don't have to apply for the audit. Other projects all have to pass through energy saving audit before the project's construction.

流程：①自行编制或委托中介机构编制节能报告；②根据项目年综合能源消费量，其中 5000 吨（当量值）及以上的项目由县、市发改委逐级转报省发改委审查；5000 吨以下的项目，根据项目的备案权限分属市发改委或县（市）、区发改委审查；③由有节能审查权限的发改部门组织专家评审，并依据评审意见和相关法规出具节能审查意见。

Application procedures: 1. The investor should prepare an energy saving report (or let a third-party agent to finish it). 2. For the yearly consumed energy, the amount above 5000 tons should be approved by county, municipal and provincial development and reform commissions; the amount below 5000 tons should be approved by its local development and reform commission. 3. Energy saving experts in Development and Reform Commission will carry out the audit and give their final opinions.

所需资料：企业投资项目，需提交项目建设基本情况、节能报告一式两份，项目所在地节能审查机关报请节能审查文件一式两份。

Energy Saving Audit Material: basic information about the project, two copies of its energy saving report, two copies of energy saving audit report issued by local energy saving authorities

办理时限：在受理项目节能报告后 7 个工作日内出具节能审查意见（审查机关委托中介服务机构对节能报告进行评估的，评估时间不计入审查期限）。

Required Time: After the investors submit application materials to the authorities, it takes maximum 7 days to finish the approval of the project. (If the authority asks for a third-party agent organization to evaluate the project, the time taken by the agent is not counted into the 7 days.)

符合国家产业政策项目（国外贷款项目、外商投资和国内投资鼓励项目）的免税确认初审如何办理？

How to apply for tax exemption for national encouraged project (Projects using foreign loans, foreign investment project and domestic encouraged project)

所需材料：项目单位申请报告；按要求编制的项目可行性研究报告；环保、土地、规划等相关部门意见；财政部门还款/担保等意见书；国家发改委下达的项目列入备选规划文件；财政部下达的拟对外提出的外国政府贷款项目备选清单；配套资金落实文件或相关证明文本。

Application materials: Application report written by the investor, project feasibility report, project approvals from environmental, land using and planning authorities, repayment or guarantee report issued by financial department, proof that the investment project is listed in the encouraged project list of National Development and Reform Commission, Proof that the investment project is funded by foreign loans, actual funds in place proof,

办理时限：15 个工作日

Required Time: 15 working days

投资项目的产业政策符合性如何认定？

How is each project classified into different types?

根据《产业结构调整指导目录（2011 年本）》分鼓励类、允许类、淘汰类和限制类。

The investment project is classified as encouraged project, allowed project, eliminated project or development limited project based on the brochure of Guidance Catalogue for Industrial Structure Adjustment (2011 Edition).

市规划和自然资源局

Yangquan Planning and Natural Resource Bureau

工业等建设用地出让项目规划审批如何办理？

How to apply for the industrial land use approval?

建设单位持已取得工业用地性质的《国有建设用地使用权出让合同》、发改部门的项目核准文件、项目建设修建性详细规划设计方案图和书面申请向规划管理部门申请办理《建设用地规划许可证》。

The investor should apply for Construction Land Planning Permit with State-owned Construction Land Use Right Assignment Contract, project approval by local development and reform commission, detailed construction plan of the project and written application report.

规划管理部门踏勘现场，对项目建设修建性详细规划设计方案进行初审后，提交局会审会议，按照会议纪要的要求通知建设单位修改方案。

The planning management bureau will do on-site survey and preliminary assessment of the detailed construction plan. Meetings will be held to further discuss about the project. Feedbacks will be given to the investor for further modification.

建设单位修改方案后，由建设单位在现场开展方案批前公示（发放公示问卷、答疑群众）。

After the modification of the contraction plan, the investor should publish its construction plan, collecting public opinions by questionnaires and answering public concern.

规划部门审理，并向消防、环保等相关部门征求书面意见后，出具《修建性详细规划审查表》、签发修建性详细规划设计蓝图和会签核发《建设用地规划许可证》，并将下一步流程、有关注意事项书面告知建设单位（《告知通知书》）。

The planning bureau carries out the audit, collects feedbacks from fire protection and environmental protection departments and issues “Detailed Construction Plan Audit Form” and “Construction Land Planning Permit”. The bureau then informs the investor about the next step and matters needing attention by Informing Letter.

建设单位持批准的修建性详细规划蓝图委托勘察设计单位编制规划建筑施工图；持《建设用地规划许可证》的批准的修建性详细规划蓝图办理土地登记手续。

The investor should then ask a construction design company to prepare a building construction drawing based on the approved construction plan. The investor should apply for land registration with “Construction Land Planning Permit”.

建设单位持土地登记手续（《不动产登记证》）、规划建筑施工图、建筑效果图等资料向规划管理部门书面申请《建设工程规划许可证》。

The investor should apply for “Construction Project Planning Permit” with land registration document, building construction drawing and architectural renderings.

建设单位持《建设工程规划许可证》和批准的建筑施工图，在住建部门办理取得《建筑施工许可证》后，向规划管理部门申请开工放线，建筑基础完成后申请验线。

The investor then applies to Housing and Urban-rural Development Bureau for Building Construction Permit with its “Construction Project Planning Permit and building construction drawing. The investor should then apply to planning management bureau for initial land measuring and checking.

项目建设完工，经竣工地形测绘、房屋测绘后，向规划管理部门申请《建设工程竣工规划认可证》。

After the construction of the building, the land and buildings will be measured and then the investor should apply to planning management bureau for “Build Construction Finish Certificate”.

规划管理部门踏勘现场，对照批准的项目规划文件（修建性规划图、施工图等），出具《建筑竣工规划审查表》，会签核发《建设工程竣工规划认可证》。

The planning bureau does an on-site checking with the project’s original planning documents (Building construction planning drawings, construction drawings and etc) and then issues “Construction Finish Planning Audit Form” and “Building Construction Finish Certificate”.

修建性详细规划设计方案如何审核？

How is the detailed construction design plan approved?

资料应当包括：规划说明、设计方案图，纸质版本和电子版本。

The investor should prepare instructions of the construction plan and construction plan drawing. (Both paper version and electronic version)

规划说明中应包括项目概况、区位条件、社会效益、规划设计依据、方案特点、投资估算、技术指标等；

Instructions of the construction plan should include overview of the project, its location conditions, social benefits, planning and design basis, program characteristics, investment estimates, technical indicators and etc.

设计图应包括区位分析、环境分析、场地竖向分析、总体布局、景观效果分析、市政设施规划等图件。

Construction plan drawing should include location analysis, environmental analysis, site vertical analysis, overall layout, landscape effect analysis, municipal facility planning and etc.

规划管理部门对一般性、小规模建设项目自行审理，提出初审意见后，提交局项目审批例会审定方案。

For normal and small construction project, meetings will be held in the planning management bureau to review and approve the construction plan.

对规模较大、重要景观节点的建设项目，规划管理部门组织并邀请技术专家和相关部门召开方案技术评审会，出具专家《评审意见》。

For big and important landscape construction project, the planning management bureau will invite technical experts to review and approve the construction plan. The experts will issue their review opinions.

建设单位和规划设计单位按照专家评审意见修改完善设计方案，并进行方案批前公示。

The investors and project designer should modify the building construction plan and publish it before its final approval.

办理许可证时限是多少个工作日？

Required time for different certificates?

《建设项目选址意见书》5 个工作日；

Project Construction Site Selection Certificate: 5 working days

《建设用地规划许可证》5 个工作日；

Construction Land Planning Certificate: 5 working days

《建设工程规划许可证》20 个工作日；

Construction Building Planning Certificate: 20 working days

《建筑工程竣工规划认可证》10 个工作日。

Construction Building Finish Certificate: 10 working days

规划设计方案专家评审、局会审会和市规委会审核期、方案公示期、征求相关部门意见等无法内控的时间不计入工作时限。

Time spent on project expert reviews, audits and publicity is excluded.

建设项目用地预审如何办理？

How to apply for construction land preliminary approval?

所需资料：

The investor should prepare the following **materials**:

- (1) 项目单位预审申请报告;
Construction land preliminary approval application report (prepared by the investor)
- (2) 建设项目用地预审申请表;
Construction land preliminary approval application form
- (3) 县(区)局初审意见;
Local government's preliminary approval opinions
- (4) 项目建议书批复文件;
Project construction approval documents
- (5) 建设项目用地需修改土地利用总体规划的, 应提供经相关部门和专家论证的土地利用规划修改方案;
If the construction must modify its land use overall plan, its land use plan must be modified first and evidence must be provided.
- (6) 标注项目用地范围的土地利用总体规划图、土地利用现状图及其他相关图件, 并由县(区)局主办股室股长审核签字, 加盖县(区)局公章;
The overall land use plan and land use status map (which are approved, signed and stamped by local authority)
- (7) 项目用地边界拐点坐标图。
Coordinate map of the land

办理地点: 阳泉市政务服务中心

Approval authority: Yangquan Government Service Center

办理时限: 15 个工作日

Required Time: 15 working days

工业用地基准地价是多少?

Industrial land leasing price

一级地 35 万元/亩

First class land: 350,000 Yuan per Mu

二级地 21.2 万元/亩

Second class land: 212,000 Yuan per Mu

三级地 15.13 万元/亩

Third class land: 151,300 Yuan per Mu

Leasing period: 50 years 1 Mu = 666.67 Yuan

哪些工业项目可以单独供地？

What kind of investment project can choose its location and have its dedicated land?

全部可以单独供地。

All investment projects can have the right to choose its idle location.

市市场监督管理局

Yangquan Administration for Market Regulation

企业开办如何申请？

How to apply for a business license?

申请渠道：线下、线上均可办理，由申请人自主选择。

Application channels: the applicant can apply for the business license both online and offline.

线下办理：阳泉市政务服务中心四层商事登记窗口

Offline channels: the 4th floor of Yangquan Government Service Center

线上办理：

Online channels:

网上登记全程电子化 Online registration

<http://218.26.1.108:9080/ICPSP/index.action>

网上服务大厅 online government service

<http://202.99.222.99:9080/ICPSP/index.action>

开办流程：提交申请材料→受理→审核→发照。

Procedure: submit the application materials → authority receives them → authority approves them → authority issues the business license

所需材料：

Application Materials:

- (1) 《公司登记（备案）申请书》；
Company registration application form
- (2) 公司章程；
Articles of Association
- (3) 股东或发起人的主体资格证明或自然人身份证明；
Investors' qualification or ID
- (4) 法定代表人、董事、监事和经理的任职文件；
Legal representative, members of the board, supervisor and manager's appointment

document

- (5) 住所（经营场所）信息申报承诺表及方位示意图；
Documents of site for business operation
- (6) 募集设立的股份有限公司提交依法设立的验资机构出具的验资证明。
For limited liability companies, certificate of capital verification must be provided.
- (7) 募集设立的股份有限公司公开发行的应提交国务院证券监督管理机构的核准文件；
For limited liability companies which issue stocks, qualification documents issued by national stock supervision and management bureau must be provided.
- (8) 法律、行政法规和国务院决定规定设立公司必须报经批准的或公司申请登记的经营范围内有法律、行政法规和国务院决定规定必须在登记前报经批准的项目，提交有关批准文件或者许可证件的复印件。
If the establishment of the company must be approved by law or administrative regulation, related approval documents must be provided before the business license application.

办理时限： 5 个工作日办结

Required time: 5 working days

前置审批事项： 目前工商登记前置审批事项 32 项，由对应审批部门组织办理。

For 32 business areas, the investor must get **special approval before the application of business license.**

查询网址：

Please click the flowing **link** to look for more information:

http://www.samr.gov.cn/djzci/zyfb/zjfb/201802/t20180213_282232.html

后置审批事项： 动态执行。目前实行后置审批事项 188 项，由对应审批部门组织办理。

For 188 business areas, the investor must get **special approval after the application of business license.**

查询网址：

Please click the flowing **link** to look for more information:

http://www.shanxi.gov.cn/sxszfxxgk/sxsrmzfczm/sxszfbgt/flfg_7203/szfgfwj_7205/201801/t20180129_394559.shtml

《药品经营许可证》如何办理？

How to apply for medicine business license?

申办条件：

The applicant must satisfy the following **requirements**:

- (1) 具有保证所经营药品质量的规章制度；
The applicant (organization) must have internal regulations to guarantee the quality of its medicine.
- (2) 具有依法经过资格认定的药学技术人员。质量负责人应有一年以上（含一年）药品经营质量管理工作经验。企业营业时间，以上人员应当在岗。
The organization must have qualified pharmacy technicians. Its medicine quality director must have at least one year's working experience on medicine quality management. The above mentioned employees must be in their positions when the business is running.
- (3) 企业、企业法定代表人、企业负责人、质量负责人无《药品管理法》第 75 条、第 82 条规定情形的；
The organization, its legal representative, manager and quality director must abide by article 75 and 82 of Medicine Management Law.
- (4) 具有与所经营药品相适应的营业场所、设备、仓储设施以及卫生环境。在超市等其他商业企业内设立零售药店的，必须具有独立的区域；
Suitable and healthy space for operation and storage must be provided. If the drug store is located in a super market, it must have its separate space.
- (5) 具有能够配备满足当地消费者所需药品的能力，并能保证 24 小时供应。药品零售企业应备有的国家基本药物品种数量由各省、自治区、直辖市食品药品监督管理部门结合当地具体情况确定。国家对经营麻醉药品、精神药品、医疗用毒性药品、预防性生物制品另有规定的，从其规定。
It must provide enough medicine 24 hours for local consumers. The types of medicine and quantity available in the store must follow local food and drug administration's regulations. For the sale of narcotic drugs, psychotropic drugs, medical toxic drugs and preventive biological products, related regulations must be followed.

所需资料：

Application Materials:

筹建——筹建申请：拟办企业法定代表人、企业负责人、质量负责人的学历、执业资格或职称证明原件、复印件及个人简历及专业技术人员资格证书、聘书；拟经营药品的范围；拟设营业场所、仓储设施、设备情况。

Preparation-Application for preparation: the company which wants to apply for medicine business must provide its legal representative, manager, quality director's education certificate,

professional qualification and CV. It should also inform the authority about the medicine which it is about to sell, site for operation, storage facility and involved equipment.

验收：药品经营许可证申请表；营业场所、仓库平面布置图；依法经过资格认定的药学专业技术人员资格证书及聘书；拟办企业质量管理文件及主要设施、设备目录。

Inspection and acceptance: the company must provide medicine business license application form, the layout of site for operation, the layout of storage, medical professional qualification, internal quality management regulations and equipment list to the authority.

办理流程：受理——审查——决定——办结

Procedure: acceptance ---inspection --- decision making ---- finish

办理地点：阳泉市政务服务中心四层

Place of application: The 4th floor of Yangquan Government Service

办理时限：15 个工作日

Required time: 15 working days

《食品生产许可证》如何办理？

How to apply for food production permit?

申办条件：

The applicant must satisfy the following **requirements:**

- (1) 具有与生产的食品品种、数量相适应的食品原料处理和食品加工、包装、贮存等场所，保持该场所环境整洁，并与有毒、有害场所以及其他污染源保持规定的距离。

The applicant (organization) must have space for the storage of food material and food processing, suitable for the variety and quantity of food produced. The space must be clean and separated from contamination and poisonous substance.

- (2) 具有与生产的食品品种、数量相适应的生产设备或者设施，有相应的消毒、更衣、盥洗、采光、照明、通风、防腐、防尘、防蝇、防鼠、防虫、洗涤以及处理废水、存放垃圾和废弃物的设备或者设施；保健食品生产工艺有原料提取、纯化等前处理工序的，需要具备与生产的品种、数量相适应的原料前处理设备或者设施。

The applicant must have food production equipment or facilities, suitable for the variety and quantity of food produced. There must be space or tools for disinfection, clothe changing, hands washing, lighting, ventilation, antiseptic, dustproof, fly-proof, rodent-proof, insect-proof, food washing and equipment for treating wastewater and storing garbage and waste. If the applicant wants to produce health-care food and its production involves raw material extraction and purification, it must have equipment or facilities, suitable for the variety and quantity of health-care food produced.

- (3) 有专职或者兼职的食品安全管理人員和保证食品安全的規章制度。
The applicant must have its full-time or part-time food security management staffs and food safety regulations.
- (4) 具有合理的设备布局 and 工艺流程, 防止待加工食品与直接入口食品、原料与成品交叉污染, 避免食品接触有毒物、不洁物。
The applicant must have suitable layout of equipment and process flow to prevent the mixture of unfinished products and finished products and avoid the products contaminated by poisonous substance.
- (5) 法律、法规规定的其他条件。
The applicant must abide by any law of regulation related to food production.

所需资料:

Application Materials:

- (1) 食品生产许可日常监管机构确认书;
Confirmation letter issued by food production supervisory authority
- (2) 《食品生产许可申请书》;
Food production permit application
- (3) 食品生产加工场所及其周围环境平面图;
Layout of the food production space and its surrounding area
- (4) 食品生产加工场所各功能区间布局平面图;
Layout of the food production space with each function areas marked
- (5) 工艺设备布局图;
Layout drawing of process equipment
- (6) 食品生产工艺流程图;
Drawing of food production process flow
- (7) 化验室布局图;
Layout drawing of food analysis lab
- (8) 试制食品或食品添加剂检验报告;
Analysis report of the food trial production or food additives
- (9) 强制检定的仪器设备应提供有效期内的检定证书(或检验报告)复印件;
Valid periodical checking certificate for food analysis equipment in the lab (photocopy)

(10) 保障食品安全的制度文本。
Internal food safety regulations

办理流程: 受理——审查——决定——办结
Procedure: acceptance ---inspection --- decision making ---- finish

办理地点: 阳泉市政务服务中心四层
Place of application: The 4th floor of Yangquan Government Service

办理时限: 10 个工作日
Required time: 10 working days

《第三类医疗器械经营许可证》如何办理? How to apply for the third category of medical device business license?

The third category of medical device is the one which can be implanted into human bodies.

申办条件:
The applicant must satisfy the following **requirements:**

应当有与经营规模和经营范围相适应的经营场所和贮存条件,以及与经营的医疗器械相适应的质量管理制度和质量管理机构或者人员。

The applicant must have site for operation and storage, suitable for its medical business scale and scope. It also must have internal quality management regulations and quality management organization or personal, suitable for medical device business.

所需资料:
Application Materials:

- (1) 《医疗器械经营许可申请表》;
Medical Device Business License Application Form
- (2) 企业负责人、质量负责人的身份证明、学历或者职称证明复印件;
Photocopies of the manager and quality director's ID, education degree or professional title
- (3) 组织机构与部门设置说明;
Organization chart and department setting up explanation
- (4) 经营范围、经营方式说明;
Business scope and Mode of operation

- (5) 经营场所、库房地址的地理位置图、平面图;
Layout of site for business and storage and their location on the map
- (6) 库房地址的房屋产权证明文件或者租赁协议（附房屋产权证明文件）复印件;
Housing property certificate or leasing document of the storage (photocopies)
- (7) 经营设施、设备目录;
Office equipment list
- (8) 经营质量管理体系、工作程序等文件目录;
Internal quality management
- (9) 计算机信息管理系统基本情况介绍和功能说明;
The overview and function explanation of computer information management system

办理流程: 受理——审查——决定——办结

Procedure: acceptance ---inspection --- decision making ---- finish

办理地点: 阳泉市政务服务中心四层

Place of application: The 4th floor of Yangquan Government Service

办理时限: 12 个工作日

Required time: 12 working days

特种设备使用登记如何办理?

How to apply for the registration of special equipment?

Special equipment includes boilers, pressure vessels, pressure pipes, elevators, lifting appliances, passenger ropeways, large amusement facilities and special motor vehicles whose mishandling can cause great harm to people.

申请单位向政务服务中心市场监督管理局窗口提出申请，提交申请材料，窗口人员对材料进行初审。经初审，材料齐全符合法定形式的，由政务服务中心市场监督管理局窗口出具《受理通知书》。

The applicant submits the application materials to the counter of Market Supervision Administration in Yangquan Government Service Center. The staff will check and approve them. They will issue "Notice of Acceptance" to the applicant.

申报资料:

Application Materials:

(1) 按台(套)办理使用登记:

The applicant can apply for the registration of special equipment based on the number of equipment it has.

使用登记表(一式两份);含有使用单位统一社会信用代码的证明或者个人身份证明(适用于公民个人所有的特种设备);特种设备产品合格证;特种设备监督检验证明;机动车行驶证(适用于与机动车固定的移动式压力容器),机动车登记证书;锅炉能效证明文件(余热锅炉除外)。

The applicant should prepare: equipment registration form (in duplicate), business license or ID card (if the equipment owner is a citizen rather than an organization), the quality certificate of the special equipment, the inspection certificate of the special equipment, motor vehicle license (if a vehicle is attached to a mobile pressure container), motor vehicle registration certificate and boiler energy efficiency certificate (waste heat boiler excluded)

(2) 按单位办理使用登记:

The application can apply for the registration of special equipment in the name of the entire company.

使用登记表(一式二份);含有使用单位统一社会信用代码的证明;监督检验、定期检验证明;《压力管道基本信息汇总表——工业管道》、《气瓶基本信息汇总表》。

The applicant should prepare: equipment registration form (in duplicate), business license, special equipment inspection certificate, pressure pipeline basic information form and gas bottle basic information form

审核通过后,由市场监督管理局出具《准予行政许可决定书》,办结。

After the approval, market supervision administration will issue special equipment permit to the applicant.

市商务局

Yangquan Commerce Bureau

对外劳务合作企业如何设立？

How to apply for oversea labor service company certificate?

根据《对外劳务合作管理条例》，企业从事对外劳务合作，应当符合企业法人条件并且法定代表人没有故意犯罪记录，实缴注册资本不低于 600 万元人民币，有 3 名以上熟悉对外劳务合作业务的管理人员，要有健全的内部管理制度和突发事件应急处置制度。向市级商务主管部门提交营业执照、验资报告、财务报告以及规章制度等书面材料，并在工商行政管理部门登记之日起 5 个工作日内，到指定的银行缴存不低于 300 万元人民币的对外劳务合作风险处置备用金。

According to **Oversea Labor Service Management Regulation**, if a company wants to apply for oversea labor service, the applicant must satisfy the following requirement:

1. The company (applicant) must have a legal representative;
2. The legal representative mustn't have any criminal record;
3. The register capital of the company must be over 6 million Yuan;
4. The company must have more than 3 employees who are familiar with oversea labor service;
5. The company must have complete internal management regulations and contingent plan;
6. The company must submit its business license, capital verification report and internal management regulations to the commerce supervision bureau;
7. After the supervision bureau finishes its registration, the company should put at least 3 million Yuan to a designated bank account and the money will serve as oversea labor service emergency fund.

外贸进出口企业如何设立？

How to set up import and export Trade Company?

根据《山西省工商局等十四部门关于进一步推进我省“多证合一”改革的实施意见》（晋工商企注册字〔2018〕140号）要求，对外贸易经营者备案登记并入营业执照。

The applicant should follow related sections in the regulation document: **Jin Commercial Company Registration [2018] Number 140**.

外商投资企业（一亿美元以下的鼓励类项目）如何设立？

How to set up a foreign company (the investment amount below 100 million dollars in the encouraged areas)?

设立流程：不涉及外商投资准入特别管理措施的，在向市场监督管理部门办理设立登记时，一并在线报送外商投资企业设立备案信息，待工商登记结束后，将信息推送至商务部门进行外资企业备案。商务部门收到企业设立备案信息后，3个工作日内办结。涉及国家规定实施准入特别管理措施的，需省商务部门核准后，再进行工商登记。

Setup process:

1. The applicant should apply for business license from local market supervision department. After the registration, the application information will be forwarded to commerce bureau. The commerce bureau will finally approve the application within 3 days.
2. If the business scope is in special areas which need particular management, the applicant should then apply for the approval for the establishment of the company from commerce bureau first and then apply for its business license.

出资方式：外商投资者可以以现金、实物、无形资产(如专利等)、土地使用权、股权出资、利润再投资等多方式出资，不限于现金方式出资；以现金方式出资时，投资者可以根据需要选择投资币种。

Ways of investment: foreign investors can use cash, tangible and intangible property, land use right, equity investment, profit reinvestment and other ways to contribute to the investment. If foreign investors use cash as the investment, they can use different currencies.

限制领域：境外投资者不得投资《外商投资准入负面清单》中禁止外商投资的领域。

Forbidden areas: foreign investors cannot make investment in the areas mentioned in “**Negative List of Foreign Investment**”.

成品油零售项目如何申报？

How to apply for refined oil retail project?

申请企业条件：

Requirements for applicant:

1. 符合当地加油站行业发展规划和相关技术规范要求；
The applicant can satisfy technical requirement and the location of the station is in the general plan of local gasoline industry.
2. 具有长期、稳定的成品油供应渠道，与具有成品油批发经营资格的企业签订3年以上的与其经营规模相适应的成品油供油协议；
The applicant should have long-term and steady refined oil supply channels and signed more than 3 years contract with qualified refined oil wholesale supplier. The content of the contract should be in line with the applicant’s refined oil business sale.

3. 加油站的设计、施工符合相应的国家标准，并通过国土资源、规划建设、安全监管、公安消防、环境保护、气象、质检等部门的验收；

The design and construction of the applicant's gas station should be in line with the national standard. The construction should be approved by local land and resources, planning and construction, safety supervision, public security and fire protection, environmental protection, meteorology and quality inspection bureaus.

4. 具有成品油检验、计量、储运、消防、安全生产等专业技术人员。

The gas station should be equipped with professional inspection, measurement, storage and transportation, fire protection and safety production technicians

从事农村加油点的企业条件：

Special requirements for the application of gas stations in rural area:

1. 符合当地加油站行业发展规划；

The location of the station is in the general plan of local gasoline industry.

2. 在偏远山区、乡村，主要为农业交通和农业发展生产服务；

The gas station will be constructed in remote areas and villages for the development of rural transportation and agricultural production.

3. 不在省道、国道及县以上城区；

The location of the rural gas station should not be by the side of provincial or state roads. It should not be located in urban areas.

4. 具有合法稳定的成品油供应渠道，与合法成品油批发经营企业签订供油协议；

The applicant should have steady and legal refined oil supply channels and signed contracts with qualified refined oil wholesale supplier.

5. 加油站的设计、施工符合相应的国家标准；并通过国土资源、规划建设、公安消防、环境保护、气象、质检等部门的验收；

The design and construction of the applicant's gas station should be in line with the national standard. The construction should be approved by local land and resources, planning and construction, safety supervision, public security and fire protection, environmental protection, meteorology and quality inspection bureaus.

6. 具有成品油经营、管理、检验、计量、储运、消防、安全生产等专业技术人员；

The gas station should be equipped with professional inspection, measurement, storage and transportation, fire protection and safety production technicians

7. 埋地式储油罐，储油能力不低于 10 立方米不高于 30 立方米，加油枪不超过三支。

If the gasoline container is buried underground, its size should be between 10 and 30 cubic meters. And it should be equipped with less than three fuel guns.

申请程序:

Application procedure:

申请从事成品油零售经营资格的企业，取得省商务厅下达的加油站规划确认文件后，办理相关规划、土地、建设施工手续。

The applicant should get the gas station planning confirmation letter from Department of Commerce of Shanxi Province. Then it should apply for the project planning, land use and construction permits.

建设竣工，并经有关部门验收合格后，向所在市级商务行政主管部门申请成品油零售经营资格。

After the construction, the applicant should apply to related departments for approval and then apply to local commerce administration department for refined oil retail qualification.

市级商务行政主管部门审查后，将初步审查意见及申请材料报省商务厅。

The local commerce administration department will do the inspection and forward its opinions to Department of Commerce of Shanxi Province for final approval.

由省商务厅决定是否给予成品油零售经营许可

Department of Commerce of Shanxi Province will finally decide if the applicant can get the refined oil retail permit or not.

具体申请材料详见山西省商务厅网站：<http://swt.shanxi.gov.cn>

For more information about the application materials, please browse the website of Department of Commerce of Shanxi Province: <http://swt.shanxi.gov.cn>

电商企业如何设立？

How to set up an e-commerce company?

电商企业设立只需办理一般营业执照即可。

The applicant can follow the business license application procedure of normal companies.

市税务局

Yangquan Tax Bureau

新办企业如何申领发票?

How to apply for invoices for newly established companies?

申领材料:

Application materials:

1. 发票专用章印模;
The impression of invoice stamp
2. 营业执照原件;
Business license
3. 经办人身份证明原件
ID card of the applicant

办理时限: 1 个工作日

Required time: 1 working day

阳泉市各办税服务厅地址及联系方式?

Tax Service Offices in Yangquan and their ways of contact

名称: 平定县东大街办税服务厅

地址: 阳泉市平定县东大街 32 号

电话: 0353-4321521

Name: Dongda Road Tax Office in Pingding County

Address: No. 32, Dongda Road, Pingding County, Yangquan

Tel: 0353-4321521

名称: 盂县秀水西街办税服务厅

地址: 阳泉市盂县秀水西街 225 号

电话: 0353-4350900

Name: Xiushui West Street Tax Office in Yu County

Address: No. 225, Xiushui West Street, Yu County, Yangquan

Tel: 0353-4350900

名称：阳泉市郊区新城大道办税服务厅

地址：阳泉市郊区荫营新城大道北口雅馨园小区底商

电话：0353-6689808

Name: Yangquan New City Avenue Tax Office in Suburb District

Address: Ya Xin Yuan Community, Yinying New City Avenue, Suburb District, Yangquan

Tel: 0353-6689808

名称：阳泉市城区南外环路办税服务厅

地址：阳泉市城区南外环路 1 号

电话：0353-2183093

Name: Yangquan South Outer Road Tax Office in Urban District

Address: No. 1, South Outer Road, Urban District, Yangquan

Tel: 0353-2183093

名称：阳泉市矿区平潭街办税服务厅

地址：阳泉市矿区平潭小区 9 号

电话：0353-4235919

Name: Yangquan Pingtan Street Tax Office in Mining District

Address: No. 9, Pingtan District, Mining District, Yangquan

Tel: 0353-4235919

名称：阳泉市南大街办税服务厅

地址：阳泉市南大街 191 号

电话：0353-4231087

Name: Yangquan South Avenue Tax Office

Address: No. 191, South Avenue, Yangquan

Tel: 0353-4231087

名称：阳泉市大连街办税服务厅

地址：阳泉市开发区大连街 113 号

电话：0353-4231166

Name: Yangquan Dalian Road Tax Office

Address: No. 113, Dalian Road, Development Zone, Yangquan

Tel: 0353-4231166

咨询渠道：纳税服务热线 12366

Tax hotline: 0353-12366

市生态环境局

Yangquan Ecology and Environment Bureau

企业建设项目有哪些环保准入条件？

What are the environmental requirements for enterprise constructions?

新建工业类项目要进入开发区、工业园区，项目须符合园区主导行业和规划环评相关要求；
New industrial projects in development zone or industrial park must pass related environmental evaluations.

建设项目应符合国家产业政策、地区发展规划；

New construction projects must be in line with national industrial policies and local development plan.

对污染重、能耗高、水耗大的粗放型经营项目或环保投资无保证、治污工艺不成熟的项目不予准入；

Constructions in related to heavy pollution, high energy and water consumption, environmental unfriendly and poor pollution treatment projects are forbidden to construct.

各经济开发区有哪些禁止和限制准入的项目？

What are the forbidden entrance projects and restricted development projects in each development zone?

根据《产业结构调整指导目录》，各经济开发区对**禁止类项目**及不符合园区发展规划的项目不予办理环评手续，限制类项目原则上在区内不新增生产能力，可实施安全环保、节能降耗升级改造。

Each development zone makes decision based on the “Industrial Structure Adjustment List” to identify the **forbidden entrance projects**.

For **restricted development projects**, the development zone will not allow them to increase their productivities and the owners of these projects should upgrade their equipment to improve safety, environmental impact and energy saving of the projects.

建设项目总量指标如何管控？

How is the emission of each construction project managed?

项目环境影响评价文件审批前，必须取得二氧化硫、氮氧化物、烟尘、工业粉尘、化学需氧量、氨氮及重金属（涉重行业）污染物总量指标。

Before the environmental evaluation of each construction project, its total emission of sulfur

dioxide, nitrogen oxides, soot, industrial dust, chemical oxygen demand, ammonia nitrogen and heavy metals must be measured.

建设项目环境影响评价如何办理？

How to apply for construction project environmental evaluation

文件分类依据：建设项目环评文件的编制按最新《建设项目环境影响评价分类管理名录》要求进行分类编制，主要分为报告书、报告表及登记表。

Application materials: the applicant should prepare the environmental evaluation report, environmental evaluation forms and registration forms based on “Construction Project Environment Impact Evaluation Classification Management List”.

审批权限：按照国家、省、市、县建设项目环境影响评价文件分级审批规定执行。

Approval authority: National, provincial and municipal construction project environmental evaluation bureaus will conduct the evaluation at different levels according to related regulations.

送审所需材料：建设项目环境影响报告书（表）送审稿、环境影响报告书公众参与情况说明、申请报告。

Detailed list for project environmental evaluation: construction project environment impact report, Public Notification Report of the construction project environment impact, application report.

报批所需材料：申请报告、建设项目环境影响报告书（表）报批稿、技术评估报告或专家审查意见。

Detailed list for project environmental evaluation approval: application report, construction project environment impact report, technical evaluation report or expert review opinion

时限：22 个工作日。

Required Time: 22 working days

受理地址：阳泉市政务服务中心

Place for application: Yangquan Government Service Center

如何缩短环评审批时间？

How to shorten the time for environmental evaluation

建设单位可委托业务能力强、认真负责的环境影响评价第三方机构编制项目环评文本；如建设单位具备相应能力，环评文件也可自行编制。

The constructor can ask a capable and dedicated third-party agent to write the environmental evaluation report. The report can also be done by the constructor if it possesses the capability.

建设单位应明确产品种类和工艺流程，并向环评单位准确提供。

The constructor should clear indicate the type of its product and process flow to the environmental evaluation organization.

建设单位在与环评机构签订委托合同时，可对服务时限进行约定。

Total time span can be discussed and fixed when the contractor signs the environmental evaluation contract with the environmental evaluation organization.

项目竣工环保验收工作如何开展？

The working flow for environmental approval after the finish of the construction

办理流程：编制环境影响报告书、环境影响报告表的建设项目竣工后，建设单位自主对配套建设的环境保护设施进行验收，编制验收报告。验收报告编制完成后 5 个工作日内，公开验收报告，公示的期限不得少于 20 个工作日。验收报告公示期满后 5 个工作日内，建设单位在全国建设项目竣工环境保护验收信息平台，填报建设项目基本信息、环境保护设施验收情况等相关信息。

Working flow: the constructor writes the environment impact report and fills the environment impact form after finish of the contraction. If there are environment protection facilities built up by the constructor, they should be approved after the construction and a report should be generated by the constructor. The approval report of the environment protection facilities should be finished within 5 working days and be published in public for at least 20 working days. The constructor should fill up forms about the basic information and environment protection facilities of the project on the Internet platform “National Construction Project Environmental Protection Acceptance Information Platform” 5 days after it publishes its approval report of the environment protection facilities.

办理时限：环境保护设施的验收期限一般不超过 3 个月；需要对该项目环境保护设施进行调试或者整改的，验收期限可以适当延期，但最长不超过 12 个月。

Required time:

Environment protection facilities approval: within 3 months

If any modification should be done on the environment protection facilities, the required time can be extended, but adjusted required time should be within 12 months.

环评机构如何选择

The selection of environment evaluation organization

建设单位可以委托技术单位对其建设项目开展环境影响评价，编制建设项目环境影响评价文件；建设单位具备环境影响评价技术能力的，可以自行对其建设项目开展环境影响评价。

The constructor can ask a third-party organization to do environment impact evaluation and write the related report. If the constructor is qualified for the evaluation of environment impact, it can also finish the related work by itself.

市住房和城乡建设局

Yangquan Housing and Urban-rural Development Bureau

建筑工程施工许可如何办理？

How to apply for construction permit

所需材料：

Application materials:

1. 《建筑工程施工许可证申请表》、《建设工程项目质量监督申报表》、《建设工程项目安全监督申报表》、《建设工程质量监督注册登记表》、《施工安全监督注册申报书》。
Construction Permit Application Table, Construction Project Quality Supervision Application Table, Construction Project Safety Supervision Application Table, Construction Project Quality Supervision Registration Statement, Construction Project Safety Supervision Registration Statement
2. 发改部门立项文件、土地手续、规划手续（建设工程规划许可证）。
Project approval document issued by local Development and Reform Commission, land use approval and project planning approval (Construction Project Planning Permit)
3. 建设、施工、监理、勘察、设计、检测单位资质。
Qualification certificates of the construction, supervision, survey, design and inspection organizations of the construction project
4. 建设、勘察设计单位勘察设计质量承诺书。
Letter of commitment about the design quality issued by project construction and design companies
5. 按规定需要进行专家论证的重要工程需提供施工图专家论证意见；
Key projects which need experts' evaluation must provide experts' opinions on the construction drawings.
6. 建设、施工、监理、勘察、设计、检测单位《质量终身负责制承诺书》、《法定代表人授权书》、《项目负责人接受授权意见书》、《建筑工程项目安全生产承诺书》。
Quality Life-long Responsibility Commitment Letter, Legal Representative Authorization Letter, Project Leader Authorization Letter and Construction Project safety Commitment Letter issued by project construction, supervision, design and inspection organizations

7. 施工单位安全生产许可证；施工单位项目负责人、专职安全员安全生产考核合格证；建设单位与勘察、设计、施工、监理及其他与工程建设有关的单位签订的安全生产责任书。
Safety Construction Permit of the construction company, Safety Operation Certificates of people in charge and dedicated safety technician of the construction company, Safety Responsibility Letter issued by project construction, design, supervision and other related organizations
8. 地质勘察报告、施工合同、监理合同、监理大纲。
Geological survey report, construction contract, supervision contract, supervision outline
9. 建设资金已经落实承诺书。
Construction Capital in Place Commitment

办理施工许可证**不收费**。

The application of construction permit is **free of charge**.

申请办理地点：各县区、开发区分别在县区、开发区政务服务大厅申请

Place for application: Local Government Service Center (in different counties, districts and development zone)

时限：7个工作日内。

Required time: 7 working days

安全生产许可证如何办理？

How to apply for construction safety permit

首次申报材料：

Application materials for first time application:

1. 《建筑施工企业安全生产许可证申请表》；
Construction Safety Permit Application Form
2. 企业法人营业执照副本、资质证书正、副本；
Construction Company's Business license (duplicate), construction qualification certificate (original certificate and duplicate)
3. 本企业颁发各级各部门安全生产责任制、安全生产规章制度、各工种和机械设备安全技术操作规程（目录）文件；
Construction company's **internal safety responsibilities** of different departments, **internal construction safety regulations, standard operating procedure** for safety operation of different working positions and machinery equipment

4. 保证安全生产投入的证明文件；
Commitment letter for investment on safety
5. 设置安全生产管理机构和配备专职安全生产管理人员的文件；
Documents on the establishment of safety management organization and dedicated safety management staff
6. 主要负责人、项目负责人、专职安全生产管理人员安全生产考核合格名单（身份证、考核合格证）；
Safety evaluation Certificates and ID Cards of the main safety people in charge, project manager and safety technicians
7. 本企业特种作业人员名单（身份证）及操作资格证书；
Special operation staff list and their ID cards and Operation qualification certificates
8. 本企业管理人员和作业人员年度安全培训教育材料；
Annual safety training materials for the company's management staff and operators
9. 施工起重机械设备主管部门登记备案证明（安全防护用具的合格证、施工起重机械设备检测合格证明）；
Construction crane equipment registration document in local authorities (Safety protective equipment quality certificate, quality certificate of the construction crane)
10. 职业危害防治措施；
Occupational hazard prevention measures
11. 从业人员参加工伤保险以及施工现场从事危险作业人员参加意外伤害保险有关证明；
Employment injury insurance proofs of each operators and Accident Insurance proofs of employees who are engaged in dangerous work
12. 危险性较大分部分项工程及施工现场易发生重大事故的部位、环节的预防监控措施和应急预案；
Preventive and monitoring measures and contingent plans for big-risk parts of the construction
13. 生产安全事故应急救援预案。
Contingent plan for construction accident

延期申报材料：

Application materials for the extension of construction safety permit

1. 《建筑施工企业安全生产许可证（延期）申请表》；
Construction Safety Permit (Extension) Application Form

2. 建筑施工企业营业执照副本;
Construction Company's Business license (Duplicate)
3. 资质证书（正、副本）;
Construction qualification certificate (original certificate and duplicate)
4. 原安全生产许可证（正、副本）;
Original Construction Safety Permit (original permit and duplicate)
5. 有效期内的企业“三类人员”安全生产考核合格人员名单证书复印件及汇总表
Safety evaluation Certificates and ID Cards of the main safety people in charge, project manager and safety technicians
6. 特种作业人员汇总表、证书复印件及工伤保险证明;
Special operator list and their safety operation certificates and employee injury insurance documents
7. 特种作业人员操作证及起重设备拆装作业人员资格证及名单;
Special operator operation Certificates, lifting equipment disassembly and assembly operator list and their certificates
8. 安全生产管理机构和配备专职安全生产管理人员的文件;
Construction safety management internal organization and dedicated safety management staff
9. 工程所在地建设工程安全监督机构对企业三年内承建的已竣工的工程项目在建设期间施工现场安全文明施工情况的评价结论;
Local construction safety supervision authority's supervision report for the applicant for its constructions in recent 3 years
10. 三年有效期内竣工工程项目汇总表;
Construction projects done by the applicant in recent 3 years
11. 三年内发生生产安全事故情况证明材料;
Recent 3 years' construction accidents descriptions (if there is any)
12. 三年内安全生产业绩证明材料;
Construction safety achievements in recent 3 years
13. 目前正在建的工程项目汇总表;
Current construction projects list

14. 在建工程项目参加意外伤害险的证明材料;
Safety accidents of current construction projects (if there is any)
15. 工程所在地建设工程安全监督机构对在建工程施工现场的安全检查评价意见;
Local construction supervision organizations' safety evaluation of each finished construction project
16. 有关单位出具的《企业安全生产评价报告》。
Company Safety Construction Evaluation Report issued by the authority

变更申报材料: 安全生产许可证变更申请表; 变更后的营业执照; 企业资质证书副本; 原安全生产许可证正、副本; 公司章程、主管部门或股东会的变更批准文件。

Construction Safety Permit alternation application materials:

1. Construction Safety Permit Alternation Application Form
2. New business license of the construction company (if the construction company's name is changed)
3. Company qualification certificates (duplicate)
4. Original Construction Safety Permit (original copy and its duplicate)
5. Articles of association and the alternation permit issued by the authority or board of shareholders

遗失补办: 申请补办的报告; 遗失情况证明; 国家级建设行业或省级综合类报纸刊登遗失作废声明的报刊一份; 增加(补发)安全生产许可证申请表; 原安全生产许可证副本复印件。

Construction Safety Permit Re-application materials:

1. Construction Safety Permit Re-application report
2. The proof of the loss of the original **Construction Safety Permit**
3. **Certificate Cancellation Statement** published on a national or provincial construction publication
4. Re-application Form for New Construction Safety Permit
5. Photocopy of the lost Construction Safety Permit
- 6.

办理地点: 阳泉市政务服务中心

Place for Application: Yangquan Government Service Center

时限: 10 个工作日。

Required time: 10 working days

建设工程消防设计审核手续如何办理？

How to apply for the approval of construction fire protection design

所需材料：

Application materials:

1. 建设工程消防设计审核申报表；
Construction Fire Protection Design Approval Application Form
2. 建设单位的工商营业执照；
Construction Company's business license
3. 设计单位资质证明文件复印件；
The qualification certificate of the design company
4. 消防设计文件；
Fire protection design document
5. 专家评审申报材料；
Experts' evaluation report
6. 建设工程规划许可证明文件复印件；
The photocopy of construction planning permit
7. 城乡规划主管部门批准的临时性建筑证明文件复印件；
Photocopy of Temporary Building Construction Permit issued by Urban-rural planning bureau
8. 法律、行政法规规定的其他材料
Other supporting documents required by law or local regulation

办理时限：7 个工作日

Required time: 7 working days

建设工程消防验收手续如何办理？

How to apply for construction fire protection approval

所需材料：

Application materials:

1. 建设工程消防验收申报表；
Construction Fire Protection Approval Application Form

2. 工程竣工验收报告；
Construction Completion Approval Report
3. 有关消防设施的工程竣工图纸；
Drawings of fire protection facilities in the construction
4. 消防产品质量合格证明文件复印件；
Photocopy of the quality approval documents of fire protection equipment
5. 具有防火性能要求的建筑构件、建筑材料（含建筑保温材料）、装修材料符合国家标准或者行业标准的证明文件、出厂合格证复印件；
Construction structure, materials (including construction insulation materials) and decoration materials which have requirements for their fire protective performance must pass national standard or business standard. Related documents of proof must be prepared.
6. 消防设施检测合格证明文件复印件；
Quality approval document of the fire protection equipment (photocopy)
7. 施工、工程监理、检测单位的合法身份证明和资质等级证明文件复印件；
Construction Company, supervision organization and inspection organization's legal ID and qualification documents (photocopy)
8. 建设单位的工商营业执照复印件；
Construction Company's business license (photocopy)
9. 法律、行政法规规定的其他材料。
Other supporting documents required by law or local regulation

办理时限：7 个工作日

Required time: 7 working days

阳泉消防支队

Yangquan Fire Brigade

公众聚集场所投入使用、营业前消防安全检查手续如何办理？

How to apply for fire safety inspection before a public gathering place

申报材料：消防安全检查申报表；营业执照复印件或者工商行政管理机关出具的企业名称预先核准通知书；消防安全制度、灭火和应急疏散预案、场所平面布置图；员工岗前消防安全教育培训记录和自动消防系统操作人员取得的消防行业特有工种职业资格证书复印件。

Application material:

1. Fire Safety Inspection Application Form
2. Business License (photocopy) or other authority approved document of the company
3. Internal fire safety regulation
4. Fire extinguishing and evacuation contingent plan
5. Layout of the public gathering place
6. Employee pre-job fire safety training record
7. Special occupation certificate of employee whose job is the operation of auto fire protective system (photocopy)

办理时限：10 个工作日

Required time: 10 working days

市应急管理局

Yangquan Emergency Management Bureau

建设项目安全评价如何办理？

How to apply for construction safety evaluation

县级以上人民政府及其发展改革部门依法审批、批准或者备案的生产经营单位新建、改建、扩建工程项目。

New constructions, construction alternations or expansions approved by county level or above

level government and development and reform commissions have to pass the construction safety evaluation

需要进行安全预评价的建设项目范围:

Scope of construction projects requiring construction safety evaluation

1. 非煤矿山建设项目;
Non-coal mining construction projects
2. 生产、储存危险化学品（包括使用长输管道输送危险化学品）的建设项目;
Construction projects related to the production and storage of risky chemical product (including the long distance transfer project of chemical product through pipelines)
3. 储存烟花爆竹的建设项目;
Construction projects related to the storage of firecrackers
4. 金属冶炼建设项目;
Construction projects related to metal smelting
5. 使用危险化学品从事生产的化工建设项目
Construction projects related to the use of dangerous chemicals in production

建设项目安全预评价报告的编制和审查:

The writing and approval of construction safety evaluation

非煤矿山、金属冶炼、储存烟花爆竹建设项目应当委托具有相应资质的安全评价机构，对其建设项目进行安全预评价，并编制安全预评价报告，由企业自行组织实施。

For non-coal mining, metal smelting and firecracker storage construction projects, the construction project owners should ask qualified safety evaluation organizations to conduct the safety pre-evaluation and finish safety pre-evaluation report. The pre-evaluation should be organized by the project owners.

危险化学品建设项目安全条件评价(就是安全预评价),应当在建设项目的可行性研究阶段,委托具有相应资质的安全评价机构对建设项目进行安全评价,报安全生产监督管理部门申请安全条件审查。

For construction projects related to dangerous chemicals, the construction project owner should ask a qualified safety evaluation organization to conduct the safety evaluation in the feasibility study stage of the project. Its safety evaluation report should be approval by work safety supervision and administration department.

危险化学品建设项目安全条件审查要提供的材料：

For construction related to dangerous chemicals, its safety evaluation application materials are:

1. 建设项目安全条件审查申请书及文件；
Construction Project Safety Evaluation Application Letter
2. 建设项目安全评价报告；
Construction Project Safety Evaluation Report
3. 建设项目批准、核准或者备案文件和规划相关文件；
Project design and construction approval documents
4. 工商行政管理部门颁发的企业营业执照或者企业名称预先核准通知书。
Business license of the construction company

办理时限：15 个工作日

Required time: 15 working days

收费标准：不收费

Charge standard: no charge

建设项目安全设施设计审查如何办理？

How to apply for the inspection of the design of construction safety facilities

申请材料：

Application materials:

1. 建设项目审批、核准或者备案的文件；
The approval document of the construction project
2. 建设项目安全设施设计审查申请；
The inspection of construction safety facilities design application
3. 设计单位的设计资质证明文件；
Qualification certificates of the safety facilities design company
4. 建设项目安全设施设计；
The design of construction safety facilities
5. 建设项目安全预评价报告。
Construction project safety pre-evaluation report

办理时限: 15 个工作日

Required time: 15 working days

收费标准: 不收费

Charge standard: no charge

市交通运输局

Yangquan Transportation Bureau

道路货物运输企业设立如何办理?

How to establish a road freight transportation company

申办条件: 按照交通运输部《道路运输管理条例》相关要求（查询网址：<http://www.mot.gov.cn/>），并且已办理工商营业执照。

Application requirement: the applicant should satisfy requirements listed on “Road Freight Transportation Management Regulation” issued by the Ministry of Transportation (Website <http://www.mot.gov.cn>) and the applicant should get a business license first.

申请材料: 《道路货物运输经营申请表》；负责人身份证明，经办人的身份证明和委托书；机动车辆行驶证、车辆技术等级评定结论；拟投入运输车辆的承诺书，承诺书应当包括车辆数量、类型、技术性能投入时间；聘用或者拟聘用驾驶员的机动车驾驶证、从业资格证；安全生产管理制度文本。

Application Materials:

1. Road Freight Transportation Business Application Form
2. Legal representative’s identity document and the applicant’s identity document and power of attorney letter
3. Driver license and vehicle technical rating
4. Commitment letter about the transportation vehicle number, type and technical parameters
5. The drivers’ driver licenses and qualification certificates
6. Internal safety management regulations

办理时限: 5 个工作日（现场勘查外）

Required time: 5 working days (on-site inspection time excluded)

办理地点: 阳泉市交通运输局运输管理处行政许可科

Place for application: Transportation management Office of Yangquan Transportation Bureau

咨询电话: 0353-2033445

Hotline: 0353-2033445

涉路施工的许可如何办理？

How to apply for construction by the road side

申请材料：书面申请书；符合有关技术标准、规范要求的设计和施工方案；保障公路、公路附属设施质量和安全的技术评价报告；处置施工险情和意外事故的应急方案；影响交通安全的，应当征得公安机关交通管理部门的同意。

Application material:

1. Application letter
2. Proof that the construction's design and plan are in line with related technical standard and specs
3. Technical evaluation report that the construction will not influence the quality and safety of the road and its affiliated facilities
4. Contingent plan for risks and emergencies of the construction
5. Public transportation management bureau's approval (if the construction will influence the safety of the transportation)

办理流程：由所辖公路服务窗口受理后，经现场勘验核查，提出初审意见，报市级交通路政窗口审核，核发《交通行政许可决定书》。

Approval procedure:

1. The applicant submits the application materials to local highway service counter.
2. The staff of local highway service conducts on-site inspection and does pre-evaluation.
3. Transportation management counter at municipal level accepts the pre-evaluation report and finally approves it.

办结时限：8 个工作日

Required time: 8 working days

咨询电话：0353-2012662

Hotline: 0353-2012662

道路运输目前平均成本是多少？

The cost of road freight transportation

道路货物运输市场价格变量较大，主要根据货物总量、密度、种类、公里数等具体情况议定。综合目前市场实际情况及统计数据等资料，本市道路运输成本平均约为 1.2 元吨/公里，总体价格偏低。

The cost of road freight transportation varies a lot depending on the quantity, density, type of the freight and the distance of transportation. Based on current statistics, the average coast of road freight transportation in Yangquan is 1.2 Yuan per ton per kilometer.

咨询电话：0353-2033445

Consulting Hotline: 0353-2033445

市交通运输部门为外来企业及职工提供哪些服务保障？

Services provided to investment companies by local transportation bureaus

道路运输：提供本地各类运输企业的相关信息咨询服务；提供运输、仓储方案的建议。

Road transportation: local transportation bureaus provide various local transportation companies' information as well as transportation suggestion and storage plans to investors.

公共交通行业：

Public transportation:

满足公交出行需求。目前我市共有公交企业 4 家，市城区在运营的公交线路共有 103 条，其中开辟阳泉火车站—阳泉北站实现跨县区和与高铁站枢纽接驳的线路 1 条，通往开发区经济园区的线路共有 8 条，平定县县城通往平定县开发区经济园区的线路共有 2 条，与阳泉火车站和客运站枢纽接驳的线路有 13 条。共有 1292 台公交车服务于全市市民出行，运营线路总长度达到 2646.9 公里。

The transportation bureaus provide public transportation, satisfying citizens' need of public transportation. Current, there 4 public transportation companies in the city, serving 103 bus lines. One of the bus lines connects the fast train station in the county to the downtown. There are 8 bus lines in Yangquan Economic and Technological Zone and 2 bus lines in Pingding Economic and Technological Zone. There are 13 bus lines connecting to the train station. The total number of buses in service is 1292. Total length of public bus lines is 2646.9 kilometers.

力促企业出行便利。一旦企业进驻阳泉及各县（区），我市公共交通主管部门将积极围绕企业地理位置和周边交通环境，提出合理的公交出行方案，适当调整运力，并尽力开通、优化相关公交线路，确保企业职工出行便利。

The transportation bureaus try their best to provide convenient transportation to employees in different companies. Once a company establishes its subsidiary in Yangquan, the municipal transportation bureau will actively try to optimize the bus lines based on the location of the subsidiary and its surroundings, providing public bus service to its employee.

提供定制公交服务。招商引资企业如对公共交通有个性化需求，公共交通主管部门将积极与企业磋商，提供定制公交出行服务。

The transportation bureaus can provide tailored bus service to different companies. If new coming companies want to have tailored bus service, the public transportation management bureau will discuss with them and provide tailored bus lines.

出租汽车行业：我市市区巡游出租汽车运营车辆 1885 车，分别隶属 12 家出租车公司，乘坐巡游出租车可通过电召平台 95128 约车服务。

Taxi service: There are 1885 taxis available in the downtown. They belong to 12 different taxi companies. Customers can call for taxi by telephone. The phone number is 95128.

咨询电话：0353-2034900

Consulting service: 0353-2034900

公路超限运输的许可如何办理？

How to apply for road freight service for exceed-limit goods

申请材料：超限运输车辆行驶公路申请书；货物名称、重量、外廓尺寸以及必要的总体轮廓图；运输车辆的厂牌型号、自载质量、轴载质量、轴距、轮数、轮胎单位压力、载货时总的外廓尺寸等有关资料；货物运输的起讫点、拟经过的路线和运输时间；车辆行驶证原件及复印件。

Application material:

1. Exceed-limit Goods Road Freight Transportation Application Letter
2. Overall drawing of the goods with its name, weight and size
3. Plate number, self-loading weight, axle-loading weight, wheelbase, number of wheels, tire unit pressure, total external dimensions when loading and other information of the used truck
4. The route of transportation and estimated time
5. Driver license (original one and its photocopy)

办理流程：由所辖公路服务窗口受理后，经现场勘验核查，提出初审意见，报市级交通路政窗口审核，核发《交通行政许可决定书》。

Approval procedure:

4. The applicant submits the application materials to local highway service counter.
5. The staff of local highway service conducts on-site inspection and does pre-evaluation.
6. Transportation management counter at municipal level accepts the pre-evaluation report and finally approves it.

办结时限：8 个工作日

Required time: 8 working days

咨询电话：0353-2012662

Consulting hotline: 0353-2012662

网约车平台公司设立如何办理？

How to apply for the establishment of online car booking company

在本市从事网约车经营的网约车平台公司，应当取得《网络预约出租汽车经营许可证》，应当具备线上线下服务能力，并具有企业法人资格，具备开展网约车经营的互联网平台和与拟开展业务相适应的信息数据交互及处理能力，具备供交通、通信、公安、税务、网信等相关监管部门依法调取查询相关网络数据信息的条件，网络服务平台数据库接入交通运输主管部门监管平台，服务器设置在中国内地，有符合规定的网络安全管理制度和安全保护技术措施；使用电子支付的，应当与银行、非银行支付机构签订提供支付结算服务的协议；有健全的经营管理制度、安全生产管理制度和服务质量保障制度；在服务所在地有相应服务机构及服务能力；法律法规规定的其他条件。外商投资网约车经营的，除符合上述条件外，还应当符合外商投资相关法律法规的规定。

1. The company which wants to run online car booking service must get Online Taxi Booking

Business License.

2. It must have the capability to run the service online and offline.
3. It must be a business entity, having the data processing capability to carry out the business.
4. Its servers must be setup in China and their security settings must be in line with local regulations.
5. Its servers must be connected to the supervision network of the local transportation management bureau and be ready to be checked up by different supervision authorities.
6. If online payment is used, the company must sign contracts with banks or other financial institutions.
7. The company has complete internal business management, security and safety as well as service quality regulations.
8. The company should also be in line with other related laws or regulations in this business area.
9. If the company is a foreign company, it must be in line with foreign investment laws in China.

市水利局

Yangquan Water Resources Bureau

什么情况项目需办理取水许可手续？

Under what circumstances should water drawing permit be applied?

取水是指利用取水工程或者设施直接从江河、湖泊或者地下取用水资源。

Drawing water means getting water resources from rivers, lakes or underground with equipment.

取用水资源的单位和个人，除以下情形外，都应当申请领取取水许可证，并缴纳水资源费：

Any organization or individual who draws water from the nature should apply for water drawing permit and pay for water resources fee, except for the following cases:

1. 农村集体经济组织及其成员使用本集体经济组织的水塘、水库中的水的；
Rural collective economic organizations and their members make use of water in the pool or reservoir which belongs to the rural collective economic organizations.
2. 家庭生活和零星散养、圈养畜禽饮用等少量取水的；
Humans or raised animals drink water in nature.
3. 为保障矿井等地下工程施工安全和生产安全必须进行临时应急取（排）水的；
People pump water from underground for the safety of construction or production.

4. 为消除对公共安全或公共利益的危害临时应急取水的；
People take water for the elimination of public danger.
5. 为农业抗旱和维护生态与环境必须临时应急取水的。
People take water in emergency to fight against drought or protect the ecology or environment.

什么情况需编制泉域水资源影响评价报告？

Under what circumstances should water resources impact evaluation report be prepared?

在泉域范围内新建、改建、扩建工程项目，建设单位须持有主管该泉域的水行政主管部门批准的对泉域水资源影响的评价报告，发展和改革部门方可立项。

For any new construction, construction alternation or extension project in water resources areas, the construction organization must apply local government for the approval of water resources impact evaluation report before starting construction.

水利审批事项类型：

Water Resources Bureau's approval types

包括洪水影响评价审批、生产建设项目水土保持方案审批、取水许可审批、占用农业灌排设施等影响意见书审批共四项。

1. Flood impact assessment and approval
2. Approval of water and soil conservation plan for production and construction project
3. Water drawing approval
4. Occupation of agricultural irrigation and drainage facilities impact report

生产建设项目水土保持方案审批如何办理？

How to apply for the approval of water and soil conservation plan for production and construction project

由县级以上水行政主管部门负责审批。

Water and soil conservation plan for production and construction project should be approved by county level or above water recourses authorities.

报审材料：

Application material:

1. 投资企业书面承诺书；
Investment company commitment letter
2. 申请人提交的区域水土保持方案申请；
Water and soil conservation plan application

3. 水土保持方案报告书
Water and soil conservation plan report

办理流程:

Procedure:

企业书面承诺→政府完成行政许可→信用信息监管服务→企业进行验收。

Submission of application materials→authority's approval→supervision of the construction → final acceptance of the construction project

政府服务内容和范围: 编制区域水土保持方案。

Service provided by the authority: writing water and soil conservation plan

办理时限: 办理时限为 16 个工作日(不包括技术审查时间); 竣工验收由企业自主开展, 竣工验收备案 3 个工作日。

Required time: 16 working days (technical inspection time excluded)

The final completion acceptance will be done by the applicant. It will take another **3 working days** for the authority to archive the acceptance documents.

洪水影响评价报告审批如何办理?

How to apply for the approval of flood impact evaluation report

由县级以上水行政主管部门负责审批。

Water and soil conservation plan for production and construction project should be approved by county level or above water recourses authorities.

报审材料:

Application material:

1. 投资企业书面承诺书;
Investment company commitment letter
2. 河道管理范围内建设项目申请书(或文件);
Construction Project in the Area of River Channel Application Letter
3. 建设项目所依据的文件;
Reasons for the construction
4. 建设项目涉及河道防洪部分的可研报告(含图纸)及初步方案;
Construction feasibility report for the part which influences river channel flood control section (including drawings)

5. 《建设项目防洪评价报告》审查意见及按意见完成修改的评价报告。
“Construction Project Flood Control Evaluation Report” approval and its modification

办理流程:

Procedure:

企业书面承诺→政府完成行政许可→信用信息监管服务→政府或企业验收
Submission of application materials→authority’s approval→supervision of the construction →
final acceptance of the construction project

政府服务内容和范围: 指导编制洪水影响评价报告书。

Service provided by the authority: giving guidance on how to write flood impact evaluation report

办理时限要求: 10 个工作日(不包括技术审查时间)

Required time: 10 working days (technical inspection time excluded)

取水许可审批如何办理?

How to apply for water drawing permit

由县级以上水行政主管部门负责审批。

Water and soil conservation plan for production and construction project should be approved by county level or above water recourses authorities.

报审材料:

Application material:

1. 企业书面承诺书;
Investment company commitment letter
2. 投资企业申请审批文件;
Investment company application documents
3. 所在地水行政主管部门申请审批文件 (县、市级);
Local water resources management bureaus approval documents (county or city level)
4. 建设项目水资源论证报告书。不需要编制建设项目水资源论证报告书的, 应当提交建设项目水资源论证报告表;
Construction project water resources evaluation report, or construction project water resources evaluation form
5. 取水许可申请书;
Water Drawing Application Letter

6. 与第三者利害关系的相关说明；
Interest explanation to relevant third party report
7. 属于备案项目的提供有关备案材料；
If the project's related materials must be archived, the archiving materials must be provided.
8. 有利害关系第三者的承诺书或者其他文件；
Interest relevant third party's commitment or other related documents
9. 退水排入污水管网或园区污水处理厂的，应提供该城市（或园区）污水处理厂入河排污口设置审批文件和同意接纳建设项目退水的文件或协议；利用已批准的入河排污口退水的，应当出具具有管理权的县级以上人民政府水行政主管部门或者流域管理机构同意文件；
If the waste water will be piped into sewage water treatment pipelines or local waste water treatment plant, related approval documents must be provided. If the waste water will be pour into the river, related approval documents issued by local water resources management bureaus must be provided.
10. 取水许可审批机关规定的其他材料（取水单位或者个人的法定身份证明文件等）。
Other documents required by the water drawing permit approval authorities (such as the water drawing company's business license or water using individual's ID card)

办理流程：

Procedure:

企业书面承诺→政府完成行政许可→信用信息监管服务→政府或企业验收
Submission of application materials→authority's approval→supervision of the construction → final acceptance of the construction project

政府服务内容和范围：编制建设项目规划水资源论证报告。

Service provided by the authority: writing construction project water recourses evaluation report

办理时限：10 个工作日(不包括技术审查时间)

Required time: 10 working days (technical inspection time excluded)

取水工程和有关设施验收如何办理？

How to apply for the acceptance approval of water drawing project

由县级以上水行政主管部门负责审批。

Water and soil conservation plan for production and construction project should be approved by county level or above water recourses authorities.

报审材料:

Application material:

1. 建设项目的批准或者核准文件;
Construction Approval or related documents
2. 取水许可申请批准文件;
Water Drawing Application Approval
3. 项目取水工程或设施核验报告(包括:取水工程或者设施的建设和试运行情况说明、取水计量设施的计量认证情况说明、节水设施的建设和试运行情况说明、污水处理措施落实情况、试运行期间的取水、用水、退水的相关记录及检测结果、水质化验情况、污水处理厂的运行情况说明)。
Water drawing project or construction verification report (including: the construction and running of the water drawing project or facilities, the certificate of the water meter of the water drawing project,

办理流程:

Procedure:

企业书面承诺→政府完成行政许可→信用信息监管服务→政府或企业验收
Submission of application materials→authority's approval→supervision of the construction → final acceptance of the construction project

政府服务内容和范围: 按有关要求限时完成验收。

Service provided by the authority: project final acceptance approval

办理时限: 10 个工作日

Required time: 10 working days

市能源局

Yangquan Energy Bureau

固定资产投资项目节能审查如何办理？

How to apply for energy saving approval for fixed asset investment project

受理条件：

Application Acceptance Conditions:

1. 项目符合节能有关法律法规、标准规范、政策；
The investment project must be in line with related laws, regulations and policies.
2. 项目用能分析客观准确，方法科学，结论准确；
Its energy saving applications can be analyzed objectively and scientifically and the result of its analysis must be accurate.
3. 节能措施合理可行；
The energy saving method must be feasible and reasonable.

所需资料：

Application Material:

1. 市主管部门出具的审查申请文件（原件 1 份）；
Energy saving Application Letter issued local authority (one copy of original document)
2. 固定资产投资项目节能报告（原件 1 份）。
Energy saving report of the fixed asset investment project (one copy of original document)

办理时限： 10 个工作日内办结（技术审查,专家评审等特别程序时限不计在内）

Required time: 10 working days (time spent on expert inspection and evaluation is excluded)

办理地点： 阳泉市政务服务中心综合窗口

Place of Application: Yangquan Government Service Center

企业固定资产投资项目（能源类）备案如何办理？

How to apply for the approval of company fixed asset investment project

受理条件：

Application Acceptance Conditions:

1. 项目不属于产业政策禁止投资建设或者实行核准管理；
The project is not on the forbidden investment list or it asks for special approval.
2. 项目不属于跨市项目及国家明确要求省级备案的技术改造类项目。
The project mustn't be distributed into several cities or it asks for provincial government's approval.

所需资料：

Application Material:

项目备案信息表（原件 1 份） 内容包括：企业基本情况、项目名称、建设地点、建设规模、建设内容；项目总投资额；项目符合产业政策的声明。

Project Information Form (one original copy), including: basic information about the company, name of the project, construction site, construction scale, construction content, total investment amount, statement that the project complies with industrial policies.

办理时限：5 个工作日内办结

Required time: 5 working days

办理地点：阳泉市政务服务中心综合窗口

Place of Application: Yangquan Government Service Center

企业、事业单位、社会团体等投资建设的固定资产投资项目（能源类）核准如何办理？

How to apply for fixed asset investment project (related to energy) approval

受理条件：

Application Acceptance Conditions:

1. 符合法律、法规和规章的有关规定；
The project should be in line with related laws and regulations.
2. 符合国民经济和社会发展规划、行业规划、产业政策、行业准入标准和土地利用总体规划；
The project complies with national economy, social development and industrial plans. The project should also be in line with related industrial policies, industrial entrance standard and overall land use policy.

3. 符合国家宏观调控政策和本省产业结构调整的要求；
The project should comply with national economic macro-control policy and provincial industrial structure adjustment policy.
4. 地区布局合理；
The location of the project is in line with local industrial plan.
5. 主要产品未对国内市场形成垄断；
The product of the project is not a monopoly one in domestic market.
6. 未影响国家和本省经济安全；
The project will not endanger national and provincial economic security.
7. 合理开发并有效利用资源；
The project is efficiently making use of the energy resources.
8. 生态环境和自然文化遗产得到有效保护；
The project won't damage the ecology, environment and natural cultural heritage.
9. 未对公众利益，特别是建设项目所在地的公众利益产生重大不利影响；
The project won't have any bad impact to the interest of public.
10. 属《山西省企业投资项目核准目录》中市级核准权限的项目。
The project has to be approved by city-level authorities based on "Shanxi Province Company Investment Project Approved List".

所需材料：

Application materials:

1. 《项目申请报告》（附节能评估审查、阳泉市建设项目招标方案和不招标申请表）原件 5 份；
"Project Application Report" (attached with energy saving evaluation form, Yangquan construction project bidding plan or construction project non-tender application form) 5 original copies
2. 规划部门出具的规划选址意见书复印件 1 份；
The project's location site selection letter issued by planning authority 1 photocopy
3. 国土资源管理部门出具的项目用地预审意见复印件 1 份；
Project land use preliminary review issued by national resources administration bureau 1 photocopy
4. 社会风险评估报告（部分项目）复印件 1 份。
Social risk evaluation report (for some special projects) 1 photocopy

办理时限：10 个工作日内办结（委托评估,征求意见,专家评审等特别程序时限不计在内）
Required time: 10 working days (Time spent on commissioned project assessment, consultation and expert evaluation of the project is excluded.)

办理地点：阳泉市政务服务中心综合窗口
Place of Application: Yangquan Government Service Center

市卫生健康委员会

Yangquan Health Commission

我市社会办医的优惠政策有哪些？ **Preferential policies for private hospitals**

对于社会办医疗机构，在《阳泉市医疗机构设置规划（2016-2020）》中明确指出，要按照每千常住人口不低于 1.5 张床位为社会办医院预留规划空间，同步预留诊疗科目设置和大型医用设备配置空间。放宽服务领域要求，凡是法律法规没有明令禁入的领域，都要向社会资本开放。

According to “Yangquan Medical Organization Setting up Plan 2016 – 2020”, 1.5 hospital bed per thousand citizens is planned for private hospitals. Space for medical departments and large medical equipment are also planned as well. As for the service areas, private hospitals can serve any medical areas as long as they are not forbidden by law.

优先支持举办非营利性医疗机构。引导社会办医院向高水平、规模化方向发展，发展专业性医院管理集团。支持社会办医院合理配备大型医用设备。加快办理审批手续，对具备相应资质的社会办医院，按照规定予以批准，简化审批流程。

The government supports the establishment of non-profit medical institutions, encouraging the development of them in the direction of high level, large scale and professional management. The government supports the use of large medical equipment in private hospitals. For qualified private hospital applicants, the government provides fast approval services to them and simplifies the approval procedure.

医疗机构设置审批和人员执业注册情况如何？ **The approval of medical institution setting up and medical license**

全面实行医师、护士执业电子化注册，目前我市医师、护士执业注册基本实现了即来即办，只要资料符合条件，当场进行医师、护士执业注册。

Doctors and nurses can apply for medical practice registrations in our city. As long as the application materials meet all the requirements, they can get registrations done immediately.

市体育局

Yangquan Sport Bureau

体育经营活动许可范围是什么？

The scope of sports business activity license

经营性的体育俱乐部、体育活动中心、体育度假村、体育场馆和其他有固定体育设施的场所的体育经营活动；

The sports business activity license regulates the operation of commercial sports clubs, sports activity centers, sports resorts, sports stadiums and other fixed commercial sports facilities.

经营性的体育竞赛、表演、健身、健美、娱乐活动；

The license regulates commercial sports competitions, performances, fitness, bodybuilding and recreational activities.

经营性的体育培训、辅导、咨询、信息服务；

The license regulates commercial sports training, sports consulting and sports information services.

经营性的体质测定、体育康复活动、体育经纪活动、体育广告、展览及体育彩票的销售活动；

The license regulates commercial physical examination business, health recovery activity, sports ads, sports exhibition and the sale of sports lottery.

利用体育竞赛、表演、专用标志或以体育组织名义进行的经营性活动；

The license regulates any other activities which make use of sports, performance, and special logos or sports organizations to do business

体育活动、竞赛、表演及有关体育节目播映权的有偿转让；

The license also regulates the paid transfer of sports broadcast right.

体育经营许可证如何办理？

How to apply for sports business license

应当具备的条件：

Application Conditions:

有符合体育经营活动要求的场所；

The applicant must have space for commercial sports business activities.

有必要的资金、符合国家标准的设施、设备和器材；

The applicant must have necessary investment capital, qualified facilities and equipment.

有符合国家规定的取得相应资格的从业人员；

The applicant must have qualified staff.

必须有安全保障条件；

The applicant must have safety regulations.

法律、法规规定的其他条件。

The application must be in line with related law or regulations.

应提供的材料：

Application material:

申请书；合同或协议书副本；体育场所、设施、设备和器材的资料；体育专业人员的资料；其他必要的资料。

Application letter, contract or agreement (duplicate), documents about sport space, facilities, and equipment, staff's sport certificates and etc.

申请从事危险性大的体育项目经营活动的，应当同时提供可行性论证报告。

If the applicant will operate sports projects with great danger, a feasibility report must be provided.

办理时限：5 个工作日

Required time: 5 working days

体育经营活动备案证如何办理？

How to apply for commercial business record keeping

从事其他体育经营活动的，体育经营者应当按照《山西省体育经营活动管理条例》第十二条第三款的规定，于领取营业执照后 10 日内向相应的体育主管部门备案。

According the article 12, item 3 of "Shanxi Commercial Sports Activities Management Regulation", the owner of sport activity company must apply for record keeping within 10 days after getting the business license.

备案项目：除游泳、射箭、拳击、柔道、射击、跆拳道、摔跤、滑冰、滑雪、潜水、救生、热气球、运动飞机、跳伞、滑翔、航空模型、棋牌、武术、登山、健身气功、汽车、摩托车、电子竞技、蹦极、漂流、轮滑等 26 个专业技术性强危险性大社会影响大的体育经营活动项目必须经过体育行政部门许可，其他体育项目的经营活动实行备案制度。

Record keeping project: except for risky sport activities like swimming, archery, boxing, judo, shooting, taekwondo, wrestling, skating, skiing, diving, lifesaving, hot air balloon, sports plane,

skydiving, gliding, aviation model, chess and card, martial arts, mountaineering, fitness qigong, car, motorcycle, electronics Athletics, bungee jumping, rafting and roller skating, the running of other commercial activities only need to be put on record.

需要提供的內容：

Application material:

填写《体育经营活动备案表》，包括体育经营单位的名称和地址；负责人或法定代表人基本情况；体育经营活动的项目；所使用设施、设备和器材的种类、数量及质检情况；从业人员情况；所需安全保障条件说明。

Commercial Sports Activity Record Keeping Form, the basic information about the legal representative or manager, commercial sports activity project, information on its facilities, equipment and employees, safety protections

联系电话：0353-3312001

Tel: 0353-3312001

地址：阳泉市南大街 452 号

Address: No. 452, Nanda Street, Yangquan

市財政局

Yangquan Finance Bureau

如何获得阳泉市产业投资基金的支持？

How to apply for Yangquan industrial investment fund

目前阳泉市本级有 2 只政府出资的产业投资基金，分别是阳泉市高新技术产业投资基金和阳泉市“双阳”产业基金。

There are two government industrial investment funds in Yangquan. They are Yangquan High-tech Industrial Investment Fund and Yangquan Shuangyang Industrial Fund.

(1) 阳泉市高新技术产业投资基金获得支持办法

The application of Yangquan High-tech Industrial Investment Fund

高新技术产业投资基金重点扶持方向是对处于发展期、扩张期的企业开展投资，对拟上市(挂牌)的高新技术企业和科技型中小企业开展投资。高新技术产业投资基金重点关注行业：先进制造业、生物医药、物联网、新材料、新能源、环保节能产业、信息技术“云”产业、大数据产业等。

Yangquan High-tech Industrial Investment Fund is set up for high-tech companies in initial

development or expansion stage as well as small and medium size technological companies. It focuses on the industries of advanced manufacturing, biomedicine, Internet of Things, new materials, new energy, environmental protection and energy saving industry, information technology "cloud" industry, big data industry and etc.

申请程序: 若需高新技术产业投资基金支持,可先向阳泉市众科高新技术产业股权投资有限公司(以下简称基金公司)提出申请,由基金公司对所收集的项目汇总后进行初审,通过后报阳泉市科技局备案,备案后基金公司对项目开展财务、法律等方面的尽职调查并出具投资意见书,按基金行业要求开展投资业务。

Application procedure: If high-tech companies need capital support, they can contact Yangquan Zhongke High-tech Industry Equity Investment Co., Ltd which is running the investment fund. Zhongke will evaluate the project. After the evaluation, the related information will be put into record in Yangquan Technology Bureau. Zhongke then will do due diligence report about the project's finance and legal aspects and then process the fund application according to funding policies.

(2) 阳泉市“双阳”产业基金主要投资的对象
Yangquan Shuangyang Industrial Fund

重点投资方向为新能源、新材料、高端装备制造、新一代信息技术、现代物流、卫生健康养老等。目前,该项基金具体管理办法正在制定。

The fund mainly focuses on the industries of new energy, new materials, high-end equipment manufacturing, a new generation of information technology, modern logistics, health and elderly care and etc. The details of the fund management is being made still.

阳泉市有哪些会计师事务所?
Accounting firms in Yangquan

阳泉市现有会计师事务所 11 家,分别是:

There are 11 accounting firms in Yangquan. And they are:

山西晨泰会计师事务所(0353-8062726)

Shanxi Chentai Accounting Firm (Tel: 0353-8062726)

山西汇华会计师事务所有限公司(0353-2027050)

Shanxi Huihua Accounting Firm (Tel: 0353-2027050)

山西瑞正会计师事务所有限公司(0353-6063079)

Shanxi Ruizheng Accounting Firm (Tel: 0353-6063079)

阳泉宏兴会计师事务所有限公司(0353-5055767)

Yangquan Hongxing Accounting Firm (Tel: 0353-5055767)

山西天恒会计师事务所有限公司 (0353-2132444)
Shanxi Hengtian Accounting Firm (Tel: 0353-2132444)

阳泉衡立会计师事务所有限公司 (0353-6063735)
Yangquan Hengli Accounting Firm (Tel: 0353-6063735)

山西博丰会计师事务所有限公司 (0353-2023851)
Shanxi Bofeng Accounting Firm (Tel: 0353-2023851)

山西嘉盛会计师事务所有限公司 (0353-2010805)
Shanxi Jiasheng Accounting Firm (Tel: 0353-2010805)

盂县永信联合会计师事务所 (0353-8099660)
Yuxian Yongxing United Accounting Firm (Tel: 0353-8099660)

山西嘉昶会计师事务所 (0353-6684938)
Shanxi Jiachang Accounting Firm (Tel: 0353-6684938)

阳泉嘉瑞会计师事务所 (0353-2961669)
Yangquan Jiarui Accounting Firm (Tel: 0353-2961669)

阳泉市现有政策性融资担保机构有哪些？ Financing guarantee institutions in Yangquan

阳泉市现有政策性融资担保机构 6 家，分别是：
There are 6 financing guarantee institutions in Yangquan. They are:

阳泉市方舟融资担保有限责任公司(Tel:0353-6699158)
Yangquan Fangzhou Financing Guarantee Co., Ltd.

阳泉市创业人员融资担保服务中心(Tel: 0353-5664048)
Yangquan Startup Financing Guarantee Service Center

平定县金诚融资担保有限责任公司(Tel: 0353-6076164)
Pingding Jincheng Financing Guarantee Co., Ltd.

阳泉市泽丰融资担保有限公司(Tel: 0353-5152623)
Yangquan Zefeng Financing Guarantee Co., Ltd.

阳泉市城区方正融资担保中心(Tel: 0353-2155538)
Yangquan Fangzheng Financing Guarantee Center

阳泉市鑫利信融资担保有限公司(Tel: 0353-4066177)

Yangquan Xinglixin Financing Guarantee Co., Ltd

阳泉市政策性融资担保机构平均担保费率不超过 1.6%。

Their charge rate is within 1.6% for the service.

贷款担保如何申请？

How to apply for load guarantee

(1) 信保基金业务申请办法:

The application of Yangquan Xinbao fund

阳泉市信保基金是经市政府批准设立的政府性非盈利基金，主要为中小微企业、中小微企业股东、个体工商户及三农的融资提供担保。其特点和优点是企业无需追加第三方抵押或担保。

Yangquan Xinbao fund is a governmental non-profit fund for medium and small companies and their shareholders, individual business men and agriculture related project. The applicant doesn't have to find a third party to do financing guarantee.

申请条件:

Application conditions:

- ① 合以下条件的企业可以申请贷款担保业务：在阳泉市内注册，符合国家产业政策，法人营业执照在有效期内，持续经营原则在一年以上，企业及关联企业、法定代表人、股东、实际经营人无不良信用记录；总授信银行不超过 3 家。

The applicant must be a company registered in Yangquan. Its business must be in line with national industrial policy. Its business license must be valid and its operation must be over one year. There should not be any bad credit history with the company, its subsidiaries, legal representative, shareholders and managers. Its bank credit lines are within 3.

- ② 符合以下条件的中小微企业股东或个体工商户可以申请个人经营性贷款担保业务：经营主体在阳泉市内注册，持续经营原则在一年以上，申请人夫妻双方、企业及关联企业无不良信用记录。

For medium and small size company owners, their companies should be registered in Yangquan. Their companies should be in operation for over one year. The applicant, its spouse and the company should not have any bad credit record.

申请流程: 向银行申请融资→银行尽职调查→信保公司受理→项目评审→签订合同→通知银行发放贷款

Application process: Apply the bank for financing→ the bank does due diligence → Xinbao takes over the project → project evaluation → sign contract → inform the bank to load the money

(2) 企业资金链应急周转保障资金业务申请办法:

Emergency turnover guarantee fund for company capital chain

企业资金链应急周转保障资金是帮助符合国家产业政策和信贷政策, 贷款即将到期但还贷出现暂时困难的企业及时续贷, 缓解资金紧张压力而提供临时周转服务的短期资金。

Emergency turnover guarantee fund for company capital chain is setup for companies whose bank loans are about to expire and the companies have difficulties to repay the loans. The fund can help the company to relieve pressures on capital and provide temporary and short-term turnover capital to them.

申请条件: 企业在阳泉市内注册, 符合国家产业政策, 法人营业执照在有效期内; 企业及法定代表人无不良信用记录; 企业确实存在流动资金困难, 经贷款银行确认正在办理还贷续贷手续并同意给予续贷。

Application conditions: The applicant's company must be registered in Yangquan and whose business is in line with national industrial policies. Its business license must be valid. There should be any bad credit record of the company and its legal representative. The company meets difficulties with working capital. Its loans' bank confirms that the company is repaying loans to the bank and it can get loans again.

申请流程: 银行申请→企业提交资料→项目审核→银行签署续贷承诺书→项目审批→资金划转合作银行→银行归还资金

Application process: the bank applies for the fund→ the company submits supporting materials → project evaluation → the bank signs continuous loans commitment letter → project approval → the fund goes into the bank → the bank uses the funds to pay back the company's loans

(3) 其他普通贷款担保申请办法:

Other loans guarantee

以阳泉市方舟信保资金融担保有限公司为例, 对其符合以下条件的企业开展贷款担保业务:

There are many financing guarantee companies in Yangquan, providing services to local companies. Here we take Yangquan Fangzhou Credit Financing Guarantee Co., Ltd for example.

申请条件: 在阳泉市内注册, 符合国家产业政策, 法人营业执照在有效期内, 持续经营时间原则在一年以上; 企业、关联企业及其法定代表人无不良信用记录; 能独立承担民事责任; 能提供相应的反担保措施, 包括: 不动产权证抵押、较强的第三方保证等。

Application conditions: Application conditions: The applicant's company must be registered in Yangquan and whose business is in line with national industrial policies. Its business license must be valid. There should be any bad credit record of the company and its legal representative. The applicant can independently bear civil liability and provide anti-guarantee measures, such as mortgage of real estate certificate and third party guarantee.

申请流程: 受理→尽职调查→项目评审→向银行出具担保意向函→承保办理→通知银行放款
Application process: application acceptance → due diligence → project evaluation → issue guarantee letter to the bank → underwriting → inform the bank to issue the loans

受理部门: 阳泉市方舟信保资金融资担保有限责任公司

Place of application: Yangquan Fangzhou Credit Financing Guarantee Co., Ltd

联系电话: 0353-6669041 0353-6669043 0353-6668271 0353-6669102

Tel: 0353-6669041 0353-6669043 0353-6668271 0353-6669102

受理地址: 阳泉市桃北中路 18 号建设大厦五层

Address: 5th floor, Jianshe Building, No. 18 Taobei Middle Road, Yangquan

市人力资源和社会保障局

Yangquan Human Resources and Social Security Bureau

阳泉市劳动力成本是多少?

Labor cost in Yangquan

阳泉市企业普通员工总体工资水平居全省中等。

The general salary of common employees in Yangquan is in the average level in Shanxi province.

当前月工资水平:

操作工在 2500~4000 元

普通技工在 2800~4500 元

中高级技工在 3500~6000 元。

Current monthly salary levels are:

Operator 2,500 to 4,000 Yuan

Ordinary technician 2,800 to 4,500 Yuan

Middle and senior technician 3,500 to 6,000 Yuan

企业如何招聘员工?

How to recruit employees

- (1) 阳泉市就业指导中心为企业 提供“线上”“线下”服务。企业可登陆阳泉招聘网 (www.yqzhaopin.cn), 免费注册会员, 享受发布招聘岗位、查询求职人员信息、参

加现场招聘会等公共就业服务。也可就近就便到市级或各县、区公共就业和人才服务机构，由招聘专员现场提供免费服务。

Yangquan Employment Guidance Center provides online and offline recruitment service for local companies. Companies can go to www.yqzhaopin.cn to register and recruit staff for free. Companies can also join on-site job fairs organized by local government.

咨询电话：0353-2296126

Tel: 0353-2296126

- (2) 阳泉市人才开发交流服务中心提供“线上”“线下”服务。企业可发送营业执照副本电子版及招聘简章电子版至邮箱（a2296072@163.com），报名参加每月“逢八”现场人才交流会；同时可登陆阳泉市人才开发交流服务中心网站（<http://rczx.yq.gov.cn>），注册企业会员，享受发布招聘岗位，查询求职人员信息等公共就业服务。

Yangquan Talents Development Service Center also provides online and offline recruitment service for local companies. Companies can send the photocopies of their business licenses and recruitment requirements to email address: a2296072@163.com, participating on-site job fairs every month. Companies can also use its online website <http://rczx.yq.gov.cn> to recruit staff online.

咨询电话：0353-2296072、2296550

Tel: 0353-2296072, 2296550

企业如何办理社会保险参保登记？

How does a company apply for social security registration?

用人单位自成立之日起 30 日内，应当向市失业保险经办机构现场办理社会保险登记。
Any company can apply for social security registration within 30 days after its registration.

所需资料：

Application material:

《单位参保信息补录表》一式两份；《阳泉市参加失业保险人员花名表》一式两份；统一社会信用代码。

Company Social Security Registration Form, 2 copies, Yangquan Unemployment Insurance Staff List, 2 copies, Business license of the company

办理地点：阳泉市政务服务中心大楼三层失业保险柜台 5、6 号窗口

Application address: Counter 5 and 6, 3rd floor, Yangquan Government Service Center

咨询电话：0353-2296883

Tel: 0353-2296883

企业社会保险月缴费额是多少？

What is the payment rate of employee's social security for companies?

缴费基数核定以上年度全省全口径城镇单位就业人员平均工资,核定社保个人缴费基数上下限。下限为平均工资的 60%，上限为平均工资的 300%。缴费额比例为 24%，单位缴费比例 16%，个人缴费比例 8%。

The payment base of employee's social security is last year's average income of Shanxi. Its lower limit is 60% of the average income and upper limit is 300% of the average income. The social payment rate is 24% of the payment base. The company affords 16% and individual affords 8%.

2018 年全省全口径城镇单位就业人员平均工资为 54783 元（月平均工资为 4565 元）。

The yearly average income of Shanxi province is 54783 Yuan in 2018 (monthly average income 4565 Yuan).

社会保险关系如何转移接续？

How to transfer employee's social security relationship to Yangquan

来我市工作的企业职工如需将原参保地的社会保险关系转入我市，在原参保地社会保险经办机构开具《失业保险关系转移通知》，并加盖公章交至市失业中心征缴窗口办理。

People who want to work in Yangquan can transfer their employee's social security relationship to Yangquan. They first have to go to their original cities' social security centers to apply for Unemployment Insurance Relationship Transfer Letter. After getting it, they can take the letter to Yangquan government service center.

办理地点：阳泉市政务服务中心大楼三层失业保险柜台 5、6 号窗口

Place for application: Counter 5 and 6, 3rd floor, Yangquan Government Service Center

咨询电话：0353-2296883

Tel: 0353-2296883

企业人才引进户口如何托管？

Hukou service to local companies

市人才交流服务中心提供免费过渡性的集体户口管理服务。

Yangquan Talent Service Center can hold and manage companies' employees' Hukou for free.

企业新招录技术工人培训的补贴政策是什么？

Government subsidies for companies' training of newly recruitment employees

补贴对象为市级小微企业当年新招录并与其签订 6 个月以上期限劳动合同的人员。

The subsidies are for local small companies' newly recruited employees who sign more than 6 months working contracts with the employers.

市级小微企业与当年新招聘人员签订 6 个月以上劳动合同的，应在双方履行劳动合同期满 2 个月后，按每人 300 元标准，到所属地人社局申请职业培训补贴；双方履行劳动合同 1 年内新招用人员取得职业资格证书、专项职业能力证书或提升一个技能等级的，可再按每人 300 元标准，到所属地人社局申请职业培训补贴。

After the new employee works in the company for 2 months, the employer can apply for a 300 Yuan training subsidy for each new employee in local social security bureau. After the employee gets the training license or certificate within one year, the employer can get another 300 Yuan subsidy for each trained employee.

企业现有技术工人技能提升培训的补贴政策是什么？

Government subsidies for companies' training of current employees

职业资格证书分为技能类和技术类。

There are two kinds of employee's Career Certificate, skill certificate and technical certificate.

技能类补贴按照初级（五级）1000 元，中级（四级）1500 元、高级（三级）2000 元标准发放。

Subsidies for employee skill certificate: beginner level 1000 Yuan, Middle level 1500 Yuan, Senior level 1500 Yuan

技术类按照一级（高级）2000 元，二级（中级）1500 元、三级（初级）1000 元标准发放，

Subsidies for employee technical certificate: level one 2000 Yuan, Level two 1500 Yuan, Level three 1000 Yuan.

对于没有设定等级的职业资格统一按 2000 元标准发放。

For technical certificate which has no levels, the subsidy is 2000 Yuan.

市教育局

Yangquan Education Bureau

外来人员随迁子女义务教育阶段入学手续都有哪些？

How do Employees who come to Yangquan which children apply for children's education?

手续：

Application process:

1. 监护人及其子女持有的公安部门签发的居住证；
Living permit of the new coming employee issued by Yangquan police office
2. 户籍所在地县（区）教育行政部门出具的外出就读的学籍证明。
Education outside of the City Letter issued by the education bureau of the employee's original city

持以上手续到居住证所在县（区）教育局申请就读义务教育学校。

The employee can apply Yangquan local education bureaus for his children's education in Yangquan.

申办民办学校需要哪些手续？如何办理？

How to apply for the establishment of private schools in Yangquan

申办民办学校，应由举办者依法向住建、卫生、应急消防机构申请房屋质检、卫生许可和消防安全鉴定。经鉴定合格后，举办者向所在地教育行政部门提出办学申请，由所在地教育行政部门初验，初验合格后，且符合当地教育布局规划的，由当地教育行政部门颁发《办学许可证》。

The applicant should apply the authority for building, health and fire protection approvals. Then, it should apply for "school permit" in local education bureau. The setting up of the school must be in line with local education plans.

申请材料：

Application material:

1. 正式设立民办学校申请；
Private School Establishment Application Letter
2. 拟任学校法定代表人基本情况；
Basic information about its legal representative
3. 学校章程；
School regulation
4. 学校首届理事会、董事会或其他决策机构人员名单；
Broad member list
5. 学校资产的有效证明文件；
Valid documentation of school assets
6. 拟聘校长的资格证明文件；
Certificate of the school master candidate

7. 拟聘教师的资格证明文件;
Certificates of the school teachers candidates
8. 拟聘财会人员的资格证明文件;
Certificate of the school finance staff candidate
9. 教学用房权或租赁证明文件;
Classrooms ownership certificate or rental documents
10. 办学所在地政府出具的同意办学证明文件;
Local authority's school establishment permit
11. 具有法人资格的单位出具的经济担保证明文件;
Financial guarantee letter issued by a third party business entity
12. 经济担保单位的法人资格证明文件;
Business license of the third party business entity
13. 住建部门出具的房屋质检安全合格证和消防部门、卫生部门出具的符合安全要求证明文件;
Classrooms' quality certificate and fire protection license issued by related authorities
14. 按要求填写《办学申请表》。
School Establishment Application Letter

市医疗保障局

Yangquan Healthcare Security Bureau

投资企业涉及医疗保险相关业务如何办理？

How does a company apply for employee medical insurance?

本省范围内登记注册的企业在办理医疗保险参保登记时只需要提供统一社会信用代码证，便可从医保系统“五证合一”平台上调取该单位的基本信息，补齐医保参保登记需要的信息后可打印出“社会保险登记表”。

Any company registered in Shanxi can apply for employee medical insurance with its business license.

来我市工作的企业职工如需将原参保地的医疗保险关系转入我市，可在原参保地医疗保险经办机构开具《医疗保险参保凭证》，到我中心征缴窗口办理。

Employees who come to Yangquan from another city can transfer their medical insurance to Yangquan. They should apply for Medical Insurance Participation Certificate in the cities where they come from and give the certificate to Yangquan Healthcare Security Bureau.

联系电话：0353-2296127

Tel: 0353-2296127

市自来水公司

Yangquan Water Supply Co., Ltd.

企业用水的水质、水量、水压如何保障？

Information about water quality, quantity and pressure

供水水质：每周进行两次常规 9 项的检测、每月进行一次水质全分析 47 项检测、每年进行两次 106 项水质全分析检测，水质符合国家《生活饮用水卫生标准》（GB5749-2006），水质检测数据通过阳泉市人民政府信息公开网的信息公开目录中的自来水公司工作动态

（<http://xxgk.yq.gov.cn/zlsgs/gzdt/tzgggs/szgg/>）

和阳泉市自来水公司门户网站(<http://www.yqzslsgs.cn/>)，定期向社会公布。如遇水质等问题，可拨打供水 24 小时热线服务电话：8551111。

Water quality: The company tests the quality of the water for twice per week on 9 parameters of the water and once a month, it tests 47 parameters of the water. Besides, it makes a whole analysis of the quality of the water twice per year on 106 parameters of the water. The quality of the water is always in line with national Sanitary Standards for Drinking Water (GB5749-2006).

All testing results are regularly published in government website

(<http://xxgk.yq.gov.cn/zlsgs/gzdt/tzgggs/szgg/>) and our company's website

(<http://www.yqzslsgs.cn/>). If the user notices any water quality issues, they can call 24-hour service hotline 8551111.

供水水压：现城市供水管网覆盖区域内用户正常情况下，保证 24 小时不间断安全供水，且用户接水点压力不低于规范要求的 0.12--0.15 兆帕，均能满足企业的用水量。

Water pressure: The company provides 24-hour non-stop running water to the water supply network coverage area. The water pressure is in line with the standard and it is not less 0.12--0.15 MPa than the required specification. If the user has

供水量：若有特大供水需求量，需提前对接，公司将结合市政管网统筹保障。

Water quantity: If users have a big demand for large amount of water, they should contact our company in advance.

企业接装水收费标准是什么？

How much does it cost for a company to connect to the water supply network?

如用户委托自来水公司实施供水管道及附属设施施工安装，公司将依据施工图纸、山西省建设工程工程量清单计价办法、费用定额、计价定额以及现行《阳泉市工程造价信息编制工程结算书》进行以实结算。

If the company asks our company to conduct the project, we will charge the cost based on the construction drawings and local construction regulation "Yangquan City Engineering Cost Book".

企业接装水业务如何办理？

How does a company apply for the connection to the water supply network?

企业可以到桃南东街营业大厅申请，也可到桃北中街 56 号市自来水公司生产管理科直接申请办理。

The applicant can go to our company to apply for the service. The address is: No 56, Taobei Middle Road.

国网阳泉供电公司

State Grid Yangquan Power Supply Company

企业用电业务如何办理？

How does a company apply for electricity supply service?

高压客户可以到各县区供电公司中心营业厅办理用电申请，低压客户可以到任何一家供电公司营业厅办理用电申请。

For high voltage electricity users, they can go to any electricity central business service hall to apply for the service. For low voltage electricity users, they can go to any electricity business service hall to apply for the service.

所有客户均可以通过“掌上电力”手机 APP、95598 网站等渠道办理用电申请。

All applicants can also use mobile App or call 95598 to apply for the service.

各类用户办理用电申请需提供哪些材料？

Application materials

低压居民用户申请资料 2 类：①身份证明②房屋产权证明或其它证明文书；

For Low voltage citizen users: 1. ID card, 2. Housing property certificate or other documents

低压非居民申请资料 2 类：①主体资格证明（包括身份证明、营业执照、组织机构代码证等）②房屋、土地产权证明或其它证明文书；

For low voltage non-citizen users: 1. Entity documents (including ID card, business license) 2. Housing or land property certificate or other documents.

高压客户提供申请资料 3 类：①主体资格证明（包括营业执照、组织机构代码证等）②土地、场地等用地手续；③项目核准或备案文件。

For high voltage users: 1. Entity documents (including ID card, business license), 2. documents on land or space use right, 3. Project approval document

各类用户办理用电的流程和时限有何规定？

Application acceptance and the follow process

低压客户报装为 2 个环节，即申请受理、装表接电。

For low voltage users, after the acceptance of application, electricity meter will be installed.

低压居民客户 2 个工作日办结，**低压非居民客户** 20 个工作日办结；

For low voltage citizen users, it will take 2 working days to finish the whole process. **For low voltage non-citizen users,** it will take 20 working days.

普通高压客户报装为 4 个环节，即申请受理、供电方案答复、外部工程实施、装表接电，10 千伏客户平均接电时间不超过 70 天。

For high voltage users, after the acceptance of application, the electricity will give feedbacks to them and then organize the related construction and electricity meter installation. For 10Kv application, it takes no more than 70 days to finish the whole process.

企业客户用电容量及电压等级如何确定？

Power consumption and voltage level

客户单相用电设备总容量在 10 千瓦及以下时宜采用低压 220 伏供电

When the total capacity of the customer's single-phase electrical equipment is 10 kilowatts or less, it should be powered by low voltage 220 volts.

有单台设备容量超过 1 千瓦的单相电焊机、换流设备时，原则上采用低压 380 伏供电；

When there is a single welding machine or converter equipment with a single equipment capacity exceeding 1 kilowatt, in principle, low-voltage 380 volt power supply should be used.

农村地区客户用电设备总容量在 100 千瓦及以下可采用低压供电，城市地区客户用电设备总容量在 160 千瓦及以下可采用低压供电；

Low-voltage power supply can be used in rural areas for customers with total capacity of 100 kW and below and low-voltage power supply for urban areas with total capacity of 160 kW and below.

客户受电变压器容量在 160 千伏安至 10000 千伏安时（含 10000 千伏安），宜采用 10 千伏

供电:

When the capacity of the customer's power receiving transformer is between 160 kVA and 10000 kVA (including 10000 kVA), 10 kV power supply should be used.

客户受电变压器总容量在 10000 千伏安至 40000 千伏安时，宜采用 35 千伏供电；

If the total capacity of the customer's power receiving transformer is from 10,000 kVA to 40000 kVA, 35 kV power supply should be used.

客户受电变压器总容量在 40000 千伏安至 100000 千伏安时，宜采用 110 千伏供电；

When the total capacity of the customer's power receiving transformer is from 40,000 kVA to 100,000 kVA, 110 kV power supply should be used.

客户受电变压器总容量在 100000 千伏安及以上时，宜采用 220 千伏及以上电压等级供电；

When the total capacity of the customer's power receiving transformer is 100,000 kVA and above, 220 kV and above power supply should be used.

市热力有限责任公司

Yangquan Heating Co., Ltd.

阳泉市的供热期限及采暖费收缴如何规定？

The winter heating period and its cost in Yangquan

我市的供热期为每年的 11 月 1 日至次年的 3 月 31 日。

Winter heating period: November 1st to next year's March 31st

用户应在供暖前缴费，最迟可延至当年的 11 月 30 日。

Clients should pay for their winter heating fee latest on November 30th.

按面积收取

Charge the winter heating fee by square meters

非居民：供热价格为 35 元/m²·5 个月

Non-citizen use: 35 Yuan per square meter * 5 months

居民：供热价格为 21 元/m²·5 个月

Citizen use: 21 Yuan per square meter * 5 months

供热入网的办理流程是什么？

How to apply for heating service

受理时间： 4 月 1 日至 9 月中旬

Application time: April 1st till the middle of September

受理部门： 阳泉市热力有限责任公司用户发展部

Place of Application: User Development Department, Yangquan Heating Co., Ltd.

需提供的资料：《集中供热用户申请表》（在用户发展部领取后填写）；入网建筑物相关资料（具体需提供的资料项目由用户发展部根据拟入网建筑物的现状和性质确定）。

Application material: Winter Heating Application Form, supporting documents about the building which needs the heating (For details, please contact our company. Different types of buildings must have different supporting documents.)

所需时间： 5 个工作日

Required time: 5 working days

市煤气有限责任公司

Yangquan Gas Supply Co., Ltd.

报装燃气业务如何申请？

How to apply for gas supply service

项目单位可到市煤气公司用户服务大厅（南大街 88 号）申请，当日受理并出具受理清单，出具所需相关资料。

The applicant can go to our company to apply for the service with required application materials. The address is No. 88, Nada Street.

煤气公司受理后 2 个工作日之内勘察现场，3 个工作日之内出具设计方案，经客户确认，7 个工作日内完成合同签订（因项目单位原因除外），根据项目进度配合进场施工，按时间要求完成施工建设，保障供气。

It takes two working days for our company to do on-site survey, three working days to finish the draft of the design and 7 working days to sign the contract with the client. The whole project can be completed on time based on the plan.

联系电话： 0353-2024666

Tel: 0353-2024666

工业企业用气如何计价？

Gas price for industrial use

0.75 元/立方米（以市物价局定价）

0.75 Yuan per cubic meter (The price is set by local bureau of commodity price.)

用气价格优惠政策根据用量双方进行协商优惠。

A preferential price can be negotiated with local authorities.

市行政审批服务管理局

Yangquan Government Service Approval and Administrative Bureau

哪些企业开办相关事宜可以在政务服务中心大厅办理？

Services provided by Yangquan Government Service Center

企业名称变更；企业设立、变更、注销登记；企业备案；股权出质登记。

Company name change, Company establishment, change and cancellation of registration, Company filing, Equity pledge registration.

企业开办登记需要多少天

How long does it take for a company to finish the business registration?

一般经营性企业开办 5 个工作日内办结，其中，市场监管部门办理企业设立登记 3 个工作日以内，公章刻制 1 个工作日以内，税务部门办理发票申领 1 个工作日以内。

For normal business, the business registration can be finished within 5 working days. The approval of company establishment takes 3 working days. Stamp (chop) making takes 1 working day and the application of invoice takes 1 working days.

服务事项如何实现网上申办？

The client can apply for services online

通过山西省政务服务网办事项。

Please go to the following website <http://yq.sxzwfw.gov.cn/icity/public/index?record=istrue> to apply for services online.

政务服务中心大厅是否提供上门服务?

The service center also provides door-to-door services to any client.

市政务服务大厅提供上门服务活动，约定时间上门对行政审批或公共服务项目进行现场审、同步办。

The government service center can provide door-to-door services to individuals and companies. The applicant should make appointment beforehand.

阳泉市政务服务中心大厅地址及联系方式?

Location and way of contact of Yangquan Government Service Center

地址: 阳泉市李荫路 50 号

Address: No. 50, Liying Road, Yangquan

联系方式: 0353-2290777

Tel: 0353-2290777

总服务台: 0353-2291066

Tel of overall service: 0353-2291066

养老保险中心: 0353-2296830

Pension Insurance: 0353-2296830

医疗保险中心: 0353-2296736

Medical Insurance: 0353-2296736

失业保险中心: 0353-2296650

Unemployment Insurance: 0353-2296650

就业指导中心: 0353-2296865

Employment Guidance: 0353-2296865

人才交流中心: 0353-2041767

Talent Exchange Center: 0353-2041767

商事登记服务区: 0353-2017748

Business Registration: 0353-2017748

工程建设项目审批综合服务区: 0353-2017640

Construction Project Approval: 0353-2017640

社会民生服务区: 0353-2022306

Other Services: 0353-2022306