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**INDUSTRY STANDARD OF THE
PEOPLE'S REPUBLIC OF CHINA**

LY/T 3171-2020

**Implementation criteria of forestry and grassland administrative
license**

林业和草原行政许可实施规范
(English Translation)

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Foreword

This standard was drafted in accordance with the rules given in GB/T 1.1-2009 "Guidelines for Standardization Work Part 1: Standard Structure and Compilation".

This standard was proposed and managed by the State Forestry and Grassland Administration.

Drafting organization of this standard. Beijing Forestry University.

1 Scope

This standard stipulates the administrative licensing of the State Forestry and Grassland Administration, the management of matters, process management, service standards, construction and management of acceptance sites.

This standard applies to the administrative licensing work of the State Forestry and Grassland Administration. Local forestry and grassland authorities and local forestry and grassland administrative approval the department responsible for the matter may refer to and apply.

State secrets, commercial secrets or personal privacy involved in administrative licensing matters of the State Forestry and Grassland Administration shall be handled in accordance with relevant state regulations.

2 Normative references

The following documents are indispensable for the application of this document. For dated reference documents, only the dated version applies to this document.

For undated references, the latest version (including all amendments) applies to this document.

GB/T 32168 Online Service Specification for Government Service Center GB/T 32169.1-2015 Government Service Center Operation Specification Part 1: Basic Requirements GB/T 32169.3-2015 Government Service Center Operation Specifications Part 3: Window Service Provision Requirements DA/T 22-2015 Archive file organization rules LY/T 2932-2018 Guidelines for the preparation of forestry administrative licensing matters "Law of the People's Republic of China on Administrative Licensing" "Regulations of the People's Republic of China on Disclosure of Government Information" "Administrative License Standardization Guidelines (2016 Edition)"

3.1 List management

3.1.1

In accordance with the Administrative Licensing Law, forestry and grassland laws and regulations, and the reform of the relevant administrative examination and approval system of the State Council, the implementation of administrative licensing standardization the unified deployment of the State Forestry and Grassland Administration and the specific arrangements for administrative licensing work of the State Forestry and Grassland Administration are managed by the administrative licensing work of the State Forestry and Grassland Administration Department (hereinafter referred to as "Administrative Licensing Work Management Department") in conjunction with the administrative licensing undertaking unit of the State Forestry and Grassland Administration (hereinafter referred to as "Administrative Licensing Licensing contractors") shall directly face the administrative licensing matters of citizens, legal persons and other organizations that are exercised by the State Forestry and Grassland Administration.

To sort out the items, clarify the names of the administrative license items, the basis for setting, and the objects of the administrative license item by item, and summarize them into a list of the administrative license items.

3.1.2

After the list of administrative licensing items is approved in accordance with procedures, it shall be timely, complete and accurate, except for those involving state secrets and those that are not disclosed in accordance with the law.

Open to the public.

3.1.3

The main contents of the list of administrative licensing items disclosed include. project code, approval department, project name, sub-item, approval category, design the basis, joint approval department, approval object and remarks, please refer to Appendix A for specific examples.

3.2 Dynamic management

3.2.1 The State Forestry and Grassland Administration shall, in accordance with the adjustment of the basis for the establishment of administrative licensing matters and the requirements of the reform of the administrative the list of items is dynamically managed.

3.2.2

Where administrative licensing items are newly created, reduced, or changed elements, the administrative licensing unit shall promptly propose changes to the administrative licensing items

3.2.3

The main newly established administrative licensing items include.

- a) The basis for the establishment of administrative licenses should be increased;
- b) Institutional and functional adjustments have been increased accordingly.

3.2.4

The main reasons for the reduction of administrative licensing items are.

- a) The basis for the establishment of the administrative license has been invalidated, abolished or modified;
- b) The State Council decides to cancel or delegate;
- c) Institutional and functional adjustments have been reduced accordingly.

3.2.5

The main situations of changing elements of administrative licensing items are.

- a) The basis for the establishment of administrative licenses has changed;
- b) The project code, project name, and approval object of the administrative license need to be adjusted;
- c) The administrative license (including sub-items) is merged and divided.

3.2.6

In the event of new establishment, reduction or change of elements of administrative licensing matters, the State Forestry and Grassland Administration shall issue an announcement and report to the State Forestry Administration.

And the Grassland Bureau portal website announced.

3.3 Coding management

3.3.1

Obtain the code of the administrative license item in accordance with the administrative license item coding rules of the State Council.

3.3.2

The code of an administrative license item is the unique identifier of the same administrative license item.

3.3.3

Corresponding procedures shall be performed to change the code of administrative license items.