

Service heading: enquiry and confirming the exhibition placement map

Management name: stand designing and decoration

Addressee type: conductors, and participators

The form of designing for respecting the customer in accordance with Paragraph A of the third law for promoting the safe administrative system and in opposition to corruption

processes	Activity description	Required timing for performing the activity	Unit name and relative person in charge	Location of residency and contact No.	Required records
1	Conductor's delivery of the first placement map	45 days prior to exhibition	Observers of display Stand decoration	21912886	The first map and form
2	Experts' enquiry of the maps	43 days prior to exhibition	Observers of display Stand decoration	21912886	Maps enquiry
3	Completing the form of maps enquiry	42 days prior to exhibition	Observers of display Stand decoration	21912886	Completion of the form 110
4	In case of revision referring to conductor	40 days prior to exhibition	Observers of display Stand decoration	21912886	Completion of the form 110
5	Revising again and delivery of map by conductor	35 days prior to exhibition	Observers of display Stand decoration	21912886	Completion of the form 110
6	Enquiring the maps	33 days prior to exhibition	Observers of display Stand decoration	21912886	Maps enquiry
7	Final approval of the implementation plan conductor	30 days prior to exhibition	Observers of display Stand decoration	21912886	Approved the form 110 and delivery it to Conductor