

LICENSING MANUAL

ISSUED UNDER ARTICLE NO. 42

OF THE INVESTMENT ENVIRONMENT LAW NO. 21 OF 2022



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Introduction

The Investment Environment Law No. 21 of 2022 was issued in mid-November 2022 and entered into force in mid-January 2023. The Law included many improvements and advantages aimed at developing the investment environment in Jordan, improving its attractiveness and competitiveness, through granting incentives, exemptions and benefits to investors according to specific terms and requirements, as well as a number of additional incentives based on specific criteria.

The Law, in the General Investment Policies and Investor Rights Chapter, grants many advantages to investors, foremost of which are the investor's right to own an economic activity, with the exception of some sectors specified in the Regulating Investments for Non-Jordanians Regulation; to recruit non-Jordanian labor in quality administrative jobs according to specific conditions, ratios and controls; and to benefit from currency conversion in currencies convertible inside and outside the Kingdom without delay, and in accordance with the applicable international financial practices and legislation.

The Law also guarantees that Jordanian and foreign investors have equal rights, privileges and duties, and that all investors receive fair, equitable and transparent treatment, the protection of their investment and non-interference in the legally recognized activities, rights and interests of the investor or the company in which the investment was made, in addition to the digitization and automation of all procedures and services provided to them.

According to the law regulating the investment environment, the Ministry provides a Comprehensive Investment Service for licensing economic activities through an electronic platform that combines both the Ministry of Investment services and those of the entities responsible for registration and licensing.

The following figure shows the primary incentives and benefits granted to investors under the provisions of this law.



Pursuant to the issuance of the Investment Environment Law No. 21 of 2022, the Regulating the Investment Environment Regulation No. 7 of 2023 was issued, integrating 18 regulations into one, as a facilitation to investors. It outlines, among other topics, the procedures and mechanisms for submitting applications in order to benefit from the services provided through the Comprehensive Investment Service. The Regulation has defined the economic activities that benefit from the Comprehensive Investment Service as follows:

- The industrial sector
- Hotel and tourist facilities.
- Amusement and recreation cities.
- Tourist restaurants.
- The agriculture and livestock sector.
- Hospitals and specialized medical centers.
- Call centers.
- Scientific research centers and scientific laboratories.
- Information technology services.
- The entrepreneurship and innovation sector.
- Conventions and exhibitions centers.
- Artistic, media and film productions.

The Regulation also specified the services that are provided through the Comprehensive Investment Service.

The purpose of the Licensing Manual and how to use it

This Manual aims to provide detailed information to investors in Jordan regarding the provisions, procedures and requirements in line with Article No. 42 of the Investment Environment Law stating that "the Ministry shall, within three months from the date of this Law entering into force, prepare a Licensing Manual that includes the provisions, procedures, requirements and legal durations for issuing licenses in accordance with the legislation in force applied by official entities, in accordance with the Form approved by the Ministry for this purpose, to be published on the Ministry website."

This Manual was prepared in cooperation with the relevant entities as a technical document aimed at achieving stability and transparency when licensing economic activities. It was designed through adopting simplified forms, represented as comprehensive service profiles, to provide the investor with the information needed to benefit from the different Comprehensive Investment Service services, in terms of provisions, procedures, requirements and legal durations necessary to issue a license under the relevant legislation and the applicable in exchange for receiving the licensing services.

The Manual is divided into three parts:

Areas outside the development zones and free zones

Development zones

Free zones

The Manual includes a number of chapters as follows:

A summary of the licensing procedures for economic activities

The Directory of the National Classification of Economic Activities-JORSIC

A summary of the geographical scope that the Manual includes - development zones and free zones

Investments by non-Jordanians

Key terminology used in the Licensing Manual

The key steps necessary to initiate practicing any economic activity (outside the development zones and free zones)

Step 1 - registration of the legal form of the economic activity

Step 2 - post-registration services

Step 3 – Site selection and obtaining environmental approvals

Step 4 - obtaining planning regulatory approvals and building permits

Step 5 - obtaining sectoral licenses

Step 6 - obtaining vocation licenses

The key steps necessary to initiate practicing an economic activity within the development zones

Step 1 - registration of the legal form of the economic activity

Step 2- register with the Ministry of Investment as an establishment operating in the development zones

Step 3 - post-registration services

Step 4 - site selection and obtaining environmental approvals

Step 5 - obtaining planning regulatory approvals and building permits

Step 6- obtaining sectoral licenses

Step 7 - obtaining vocation licenses

The key steps necessary to initiate an economic activity within the free zones

Step 1 - registration of the legal form of the economic activity

Step 2 - post-registration services

Step 3 – site selection and obtaining environmental approvals

Step 4 - obtaining planning regulatory approvals and building permits

Step 5 - obtaining sectoral licenses

Step 6 - obtaining business licenses

Annexes

The Manual includes all the services necessary to obtain different licenses to conduct economic activities covered by the Investment Environment Law. However, some of these services are not provided through the Comprehensive Investment Service at the Ministry of Investment. References to such services are made where they are mentioned in the Manual.

A summary of the procedures required for licensing an economic activity outside the development zones and free zones

The Manual covers the key steps necessary to initiate practicing any economic activity in Jordan, as shown in Figure 2 below.

Figure 2 - Steps for conducting economic activities in Jordan



Step 1 – Registration of the legal form of the economic activity

This lists the steps to be followed by the investor for the purposes of establishing and registering the legal form of economic activity.

Step 2 - post-registration services

An outline of the steps the investor needs to follow to obtain the post-registration services necessary to practice the business, that may include a license requirement for some economic activities.

Step 3 – site selection and obtaining environmental approvals

A list of steps followed by the investor to obtain the necessary environmental approvals, permits and licenses for a number of economic activities.

Step 4 - obtaining planning regulatory approvals and building permits

The steps the investor needs to follow to obtain the necessary permit for building and construction works of all kinds.

Step 5 - obtaining sectoral licenses

This includes the conditions and procedures for obtaining a license to practice a specific economic activity within the different economic sectors or their branches, that are covered by the Comprehensive Investment Service services.

Step 6 - obtaining vocation licenses

A list of the steps the investor is to follow to obtain vocation licenses from municipalities or the relevant entities throughout the kingdom.

The National Directory for the Classification of Economic Activities-JORSIC

The economic activities mentioned in the Manual and provided through the Comprehensive Investment Service have been classified according to the National Directory for the Classification of Economic Activities – JORSIC. The expanded list can be viewed through this link

https://www.mit.gov.jo/Ar/Pages/_____.aspx

	Economic activity According to the Ministry of Investment list	Economic Activity according to the National Directory for the Classification of Economic Activities-JORSIC
1	Industrial sector	10 Manufacture of food products 11 Beverage making 12 Manufacture of tobacco products 13 Manufacture of textiles 14 Manufacture of clothes 15 Manufacture of leather and leather products 16 Manufacture of wood, wood products, cork, excluding furniture; manufacture of various of straw and plaiting materials 17 Manufacture of paper and paper products 18 Printing and reproduction of recorded media 19 Manufacture of Coke and refined petroleum products 20 Manufacture of chemicals and chemical products 21 Manufacture of basic pharmaceutical products and pharmaceuticals 22 Manufacture of rubber and plastic products 23 Manufacture of other nonmetallic mineral products 24 Manufacture of basic metals 25 Manufacture of wrought metal products, excluding machinery and equipment 26 Manufacture of computers, electronic and optical products 27 Manufacture of electrical equipment 28 Manufacture of unclassified machinery and equipment 29 Manufacture of motor vehicles, trailers and semi-trailers 30 Manufacture of other transportation equipment 31 Manufacture of furniture 32 Other manufacturing industries
2	Hotel and tourist facilities	551010 Hotel facility
3	Amusement and recreation cities	932101 Amusement and recreation cities
4	Tourist restaurants	561015 Tourist restaurant
5	Agriculture and livestock sector	014601 Breeding and hatching of chicken 014101 Breeding of cattle 014401 Breeding of sheep and goats 016301 Activities of packing and grading centers to prepare crops 032 Aquaculture
6	Hospitals and medical centers	8610 Hospital activities 862021 Medical clinics (providing individual medical services) 862022 Specialized medical centers 862023 General medicine and 24-hour emergency center
7	Call centers	822000 Call center activities
8	Scientific research centers and scientific laboratories	721000 Research and experimental development in the field of medical and natural sciences and engineering 722000 Research and experimental development in the field of social and human sciences

9	Information technology sector	582001 Ready-to-use software publishing 582002 Publishing ready-made computer games 620101 Website design 620102 Design and development of computer programs and systems (computer programming) 620109 Other computer programming activities 620201 Computer consulting and electronic security 620202 Management and operation of computer facilities 620901 Activities of installing personal computers, software, computer and information services 620902 Website management services 631101 Data centers 631102 Hosting services by centers (other than data centers) 631103 Data processing and analysis and related activities 631201 Running online search engines 631202 Internet sites and portals 639900 Other information services activities not classified elsewhere
10	Conventions and exhibition centers	82300 Organizing conferences and trade fairs
11	Art, media and film production	591100 Film, video and TV program production activities 59140 Movie screening activities 592001 Production and services of audio recording and publishing, audio and radio programs

Table 1 - Classification of economic activities according to the National Directory for the Classification of Economic Activities – JORSIC

A summary of the included geographical scope

This Manual addresses the licensing of the included investment activities to be established in all territories throughout the Kingdom with the exclusion of the Aqaba Special Economic Zone, ASEZA.

Investments by non-Jordanians

In general, non-Jordanian investors are allowed full ownership in most economic sectors, with the exception of some economic activities in which the Jordanian investor's share may not be equal to or greater than 50%, or in which non-Jordanians are prohibited from participating in. Table 2 shows the list of these activities.

Economic activities in which non-Jordanians are allowed to participate by less than 50	Economic activities prohibited for non-Jordanians
Retail and wholesale trade, including distribution, import and export services, excluding those necessary for the purposes of the exercise of an economic activity and exporting of products or goods, subject to the approval of the Minister	Sawing of stone, quarries for construction sand, rubble, natural building stone and aggregate used for construction purposes Investigation and security services Protection services, private security and training thereof Customs clearance services, without prejudice to paragraph (C) of Article 11 of this Regulation Trade in firearms and ammunition, importation and maintenance of firearms and ammunition Private shooting activities Trading, import and use of fireworks Bakeries of all types
The following services: - Engineering and consulting services Construction contracting and related services Brokerage services excluding financial brokerage and intermediary services provided by banks and financial services companies Commercial agents and intermediary services and insurance agents Food and beverage services, excluding tourist restaurants and food and beverages served in hotels and hostels	
The following transportation services and associated customs clearance services: Maritime transportation and its auxiliary services including: Transportation of passengers and cargo, excluding transportation on vessels owned by non-Jordanians Maritime survey and inspection Ship chandlers Shipping brokers Shipping agents Air transportation auxiliary services including: Freight inspection Freight forwarding services Air freight brokers Road transport services including the following services: Specialized tourist transport services Passenger transportation services, and road freight Inspection services, freight transportation agencies and freight broker services	

Table 2 - Restricted economic activities for non-Jordanian investment

As for artisanal activities and handicrafts, the professions and jobs that non-Jordanians are not allowed to practice will be determined by instructions issued for this purpose.

Key terminology used throughout the Licensing Manual

This table has been added to facilitate the understanding of some of the terminology used in the Manual and are not based on the definitions provided in governing laws or legislation.

Terminology	Definition
Occupancy permit	The permit issued upon the inspection of a building to verify its compliance with the building permit and plans
Municipality	Any municipality or village council in the different governorates, and the Greater Amman Municipality within the boundaries of the City of Amman
The relevant entity	The relevant government entity that issues the necessary license to practice economic activity in the Kingdom in accordance with the legislation governing the activity in question. In the case of a license within development or free zones, the Ministry of Investment is the official entity that issues these
Outside the planned zoned regulated areas	Outside the boundaries of any municipality, village council or Greater Amman Municipality and classified as agricultural land
Within the boundaries of the planned zoned regulated areas	Within the boundaries of any municipality, village council or those of Greater Amman Municipality and classified as (agricultural, industrial or commercial) according to the planning, zoning and regulatory drawings
Licensing Manual	The Manual prepared by the Ministry of Investment containing the provisions for granting licenses, their requirements, procedures and time needed for the issuance, in addition to the required fees
License	Any permit, approval, permission or license issued by the official entity to any person allowing them to engage in a particular economic activity
Building permit	Approves the construction of the building upon studying the designs and blueprints/ drawings by the relevant entities
Vocation license	A license to practice an economic activity within the municipal area or beyond it
The investor	A natural or juridical person who wishes to engage or is engaged in an economic activity in the Kingdom
Authorized representative	The employee assigned by the official entity to work at the Comprehensive Investment Service
Development Zone	Any area located within the customs scope of the Kingdom may be declared a development zone in accordance with the provisions of this Law
Free Zone	A part of the Kingdom's territory defined by a separation barrier and is allocated for the purposes of conducting economic and commercial activities, including the storage of goods, and is considered outside the customs scope, whereby the goods and economic activities within it are treated as outside the Kingdom for the purposes of applying provisions of the law
Planning regulatory approvals	An approval issued by the relevant entity on the classification of the land parcel aligning it with the economic activity to be licensed
Sectoral approvals	An approval issued by the relevant entity for the exercise of an economic activity
Pre-approvals	Approvals issued by the relevant entity prior to the registration of the company, either for the purposes to be registered and/ or for the partner (natural person)
Registered establishment	The person registered with the Ministry to practice an economic activity in the development or free zones, in accordance with the provisions of this Law
A copy	A photocopy of the requested document unless it is specified that a duly authenticated true copy of the document must be provided

Economic activity	Any industrial, agricultural, tourist or media related activity including information technology. For the purposes of this Manual, "economic activity" refers to a set of measures taken by the investor to produce a good or provide a service within the framework of the economic sectors included in the Comprehensive Investment Service services
Valid	Has been issued for less than a year
Working day	In accordance with the Gregorian calendar and the official working hours only, and does not include holidays and public holidays

Step 1: registration of the legal form of the economic activity

1.1 Registration of a sole proprietorship enterprise

Registration of a sole proprietorship enterprise	
Purpose	Registration of a sole proprietorship enterprise
The relevant entity	The Ministry of Industry, Trade and Supply through its authorized representative at the Comprehensive Investment Service
Beneficiary	The natural person
Pre-approvals and prerequisites	Approval of the Ministry of Interior (if one of the partners is non-Jordanian) Approvals of other entities for certain activities (indicated in the sectoral license profiles)
Registration conditions	The natural person must have completed at least eighteen years of age The presence of the investor (in person/ or his/her authorized representative having a general or special power of attorney) and the investor consults the authorized representative of the Ministry of Industry, Trade and Supply at the Comprehensive Investment Service to apply to the electronic services and obtain a login name and password The investor electronically submits an application for a professional trade permit
Required documents	The Jordanian investor's valid Civil Status ID card An official power of attorney (general or special) in cases where the applicant does not attend the registration in person Ann official solicitor power of attorney (general or special) if the application is submitted by an attorney A noncriminal record certificate that is required for some economic activities Pre-approvals by some relevant entities when registering for some activities that require prior approvals A travel document/ passport valid for at least six months for a non-Jordanian investor A letter addressed to the authorized representative of the Ministry of Interior containing all the information related to the registration of a sole proprietorship in order to receive an expression of opinion (in cases where a security approval is required)
The forms used	Application form to obtain electronic services at the Ministry of Industry, Commerce and Supply The application form for a professional trade permit is submitted electronically through the website of the Ministry of Industry, Commerce and Supply/ electronic services – sole proprietorship and trade names (registration of sole proprietorship and trade names)

Procedures/ action steps	The investor consults the authorized representative of the Ministry of Industry, Commerce and Supply at the Comprehensive Investment Service to adding the investor, enter the investor's data into the system, sign him/ her up to electronic services and provide the investor with the login name and password The investor electronically submits an application for a professional trade permit entailing the entry all the required data The authorized representative of the Ministry of Industry, Trade and Supply at the Comprehensive Investment Service checks and reviews the application If there is no need to make any amendment to the application, it is approved, otherwise, a message is sent to the investor stating that the application needs to be amended A message is sent to the investor's phone number and includes the electronic payment number The investor pays the registration fee electronically The application is retrieved and signed by the authorized representative and the investor The trade register is issued by the authorized representative of the Ministry of Industry, Trade and Supply at the Comprehensive Investment Service and is handed to the investor
Fees	Registration fees are based on the size of business capital: For capital of less than JOD 20.000, the fee is JOD 10. For capital between JOD 20,000 - JOD 29,999; JOD 20. For capital between JOD 30.000 -JOD 49.999; JOD 30. If the capital is JOD 50,000 or more: JOD 40. Fees for issuing a first-time trade register: JOD 5. General power of attorney fees (when a general power of attorney is used): JOD 5. Special power of attorney fees (when a special power of attorney is used): JOD 2. The fees for use of a solicitor power of attorney if the power of attorney is provided by an attorney: JOD 40 (paid to the Jordanian Bar Association) in addition to the power of attorney fee depending on its type (general or special)
Required duration	15 minutes from the moment of submitting the application electronically, provided that the application, documents and approvals are complete In the event that an approval must be obtained from some relevant entities when registering some economic activity purposes that need prior approval: there is no specific time – it depends on the relevant entity) 14 days in the event the investor is non-Jordanian and a No Objection letter needs to be obtained from the Ministry of Interior
The final output	Issuance of a trade register certificate
Relevant legislation	Trade Law No. 12 of 1966 Trade Register Law No. 130 of 1966 and its amendments. Registration in the Trade Register Fee Regulation No. 70 of 2004 Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2023
Additional information	The investor has the option to register a trade name in accordance with the Trade Names Law No. 9 of 2006 and regulation issued pursuant thereto

Company registration

2.1 A partnership or a limited partnership company

Registration of a partnership company or a limited partnership company	
Purpose	Partnership company registration Limited partnership company registration
The relevant entity	Companies Control Department through its authorized representative at the Comprehensive Investment Service
Beneficiary	The natural person
Pre-approvals and prerequisites	Pre-approvals, if any, based on the purposes of the economic activity Approval of the Ministry of Interior (if one of the partners is non-Jordanian) Approval of the Ministry of Public Works & Housing; required for a number of economic activities Approval of the Central Bank of Jordan; required for a number of economic activities Approval of the National Cyber Security Center; required for a number of economic activities Approvals from other entities for certain activities (indicated in the sectoral license profiles)
Registration conditions	The partner must be legally competent and 18 years old if registered as a partnership company The number of partners is between 2 and 20, unless there is an increase as a result of inheritance If the partner is under 18, he/ she must be a silent partner
Required documents	The valid Civil Status ID card of the Jordanian investor A travel document/ passport that is valid for at least six months for non-Jordanians and for holders of a temporary Jordanian passport An identity card for children of Jordanian women A valid family book when minors are involved The attorney's valid Bar Association ID if the registration application is authenticated
The forms used	The registration application is submitted electronically on the Companies Control Department website https://portal.ccd.gov.jo/home/homepage
Procedures / action steps	The person wishing to establish a company logs into the Companies Control Department website A list of the types of companies that can be registered will appear, and the type of company to be registered is selected The information on the company, partners and company authorized signatories is entered If the partner is a non-Jordanian, the approval of the Ministry of Interior is required, and if the purpose of the economic activity to be added requires the approval of one of the above-mentioned, it should be obtained before completing the registration procedures The investor should receive a message by phone or e-mail requesting that he/ she come to sign or to bring the documents if they are authenticated by an attorney
Fees	Registration fees: JOD 25 Company Capital Stamp duty: 0.003 of the capital Fee for filing documents: JOD 10 Publishing fees: JOD 10 Filing of a solicitor power of attorney: JOD 10 (Fees for the use of the power of attorney must be paid to the Jordanian Bar Association)
Required duration	24 hours if no pre-approvals are required
The final output	User name and password for the company, enabling obtaining an electronic company registration certificate (trade register)

Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2023 Companies Law No. 22 of 1997 and its amendments and the regulations and instructions issued pursuant thereto Companies Law No. 77 of 2008 and its amendments Regulation of Investments of non-Jordanians No. 77 of 2016 and its amendments The Real Beneficiary Register Regulation No. 62 of 2022
Additional information	The title of the limited partnership company consists of the names of all its partners, or of the surname or nickname of each of them, or of one or more of them or his/ her surname, provided that the phrase “their partners” or “his/ her partners “are added after the name or names The title of a limited partnership company may include only the names of the partners, and if there is only one partner, the phrase “and partners” must be added after his/ her name All companies must register with the relevant chamber of industry or chamber of commerce, depending on the type and location of the economic activity The company capital: The Companies Law No. 22 of 1997 and its amendments and related regulations do not specify a minimum capital for the company. Other applicable legislation related to company purposes shall be taken into account when registering the company in cases where certain capital requirements are stipulated

2.2 Limited liability companies

Registration of a limited liability company	
Purpose	Registration of a limited liability company
The relevant entity	The Corporate Control Department through its authorized representative at the Comprehensive Investment Service
Beneficiary	Natural or juridical person
Pre-approvals and prerequisites	Approval of the Ministry of Interior (if one of the partners is non-Jordanian) Approval of the Ministry of Public Works & Housing; required for a number of economic activities Approval of the Central Bank of Jordan; required for a number of economic activities Approval of the National Cyber Security Center; required for a number of economic activities Approvals from other entities for certain activities (indicated in the sectoral license profiles)
Registration conditions	The company derives its name from its purposes
Required documents	A valid Civil Status ID card for a Jordanian investor A travel document/ passport that is valid for at least six months for non-Jordanians and for temporary holders of a Jordanian passport An identity card for children of Jordanian women A valid family book when minors are involved The attorney's valid Bar Association ID if the registration application is approved A "To Whom It May Concern" Certificate if the partner is a Jordanian company Registration certificate (trade register) of the parent company in addition to its contract, articles of association, and the authorized person's power of attorney translated and duly authenticated where needed if the partner is a non-Jordanian company
The forms used	The registration application is submitted electronically on the Companies Control Department website https://portal.ccd.gov.jo/home/homepage
Procedures / action steps	The person wishing to establish a company accesses the Companies Control Department website A list of the types of companies that can be registered will appear, and a selection of the type of company to be registered is made The company and partner information are entered If the non-Jordanian partner requires the approval of the Ministry of Interior or the purpose to be added requires the approval of one of the above-mentioned entities to be able to engage in certain economic activities, the registration procedures will be completed after obtaining such approvals. If the requirements are complete, a letter is sent to the applicant requesting a deposit of half the company's capital in one of the approved banks in the selected name of the company. A message is sent to the applicant's phone or e-mail requesting they come in person to sign or that the documents are brought and submitted if an attorney is representing the applicant
Fees	0.002% and no less than JOD 250 (registration fee) JOD10 (document submission fee) JOD 15 (publishing fees) JOD 10 (POA submission fee) 0.003% (stamp duty)
Required duration	24 hours if no pre- approvals are required
The final output	User name and password for the company, entitling the applicant to obtain an electronic company registration certificate (trade register)

Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2023 Companies Law No. 22 of 1997 and its amendments and the regulations and instructions issued pursuant thereto Companies Law No. 77 of 2008 and its amendments Regulating Investments of non-Jordanians Regulation No. 77 of 2016 and its amendments The Real Beneficiary Register Regulation No. 62 of 2022 Limited Liability Company Capital Determination Regulation No. 17 of 2011
A d d i t i o n a l information	The responsibility of the partners of the limited liability company is limited to the amount contributed to the company's capital and assets The company is founded by one or more partners. The capital: The minimum amount for registration is JOD 1, unless the purposes of the economic activity require a larger capital in accordance with the relevant legislation.

2.3 Public shareholder company

Registration of a public shareholder company	
Purpose	Registration of a Public Shareholder Company
The relevant entity	Companies Control Department, CCD, through their authorized representative at the Comprehensive Investment Service
Beneficiary	Natural or juridical person
Pre-approvals and prerequisites	Approval of the Minister of Industry, Trade and Supply to establish the company Approval of the Ministry of Interior (if one of the partners is non-Jordanian) Approval of the Ministry of Public Works & Housing; required for a number of economic activities Approval of the Central Bank of Jordan; required for a number of economic activities Approval of the National Cyber Security Center; required for a number of economic activities Approvals from other entities for certain activities (indicated in the sectoral license profiles)
Registration conditions	The company derives its name from its purposes It is composed of no less than two founders The Minister of Industry, Trade and Supply may, based on the justification presented by the Companies Control Department Controller, grants an approval to establish the company by one person The declared capital should be no less than JOD 500000 and the shares capital JOD 100,000 or 20% of the declared capital, whichever is greater The company must list its shares on the financial market
Required documents	A valid Civil Status ID card of the Jordanian investor A travel document/ passport that is valid for at least six months for non-Jordanians and for temporary holders of a Jordanian passport An identity card for children of Jordanian women A valid family book when minors are involved The attorney's valid Bar Association ID if the registration application is approved A "To Whom It May Concern" Certificate if the partner is a Jordanian company Registration certificate (trade register) of the parent company in addition to its contract, articles of association, and the authorized person's power of attorney translated and authenticated where needed if the partner is a non-Jordanian company
The forms used	The registration application is submitted electronically on the Department's website https://portal.ccd.gov.jo/home/homepage
Procedures/ action steps	The person wishing to establish a company accesses the CCD's website A list of the types of companies that can be registered appears, and the type of company to be registered is selected The information regarding the company and company incorporation is entered Minutes of the incorporation meeting inclusive of the election of the Incorporation Committee and the name of the chartered accountant for the incorporation phase are attached If the incorporator is a non-Jordanian who requires the approval of the Ministry of Interior or the purpose of the economic activity requires the approval of the Ministry of Interior, the registration procedures will be completed after obtaining these approvals If the requirements are completed, a message is sent to the applicant requesting the bank deposit A message is sent to the phone or e-mail of the applicant to be present in person to sign or that documents are submitted if they are authenticated by an attorney

Fees	0.002% and no less than JOD 5000 (registration fee) JOD10 (document filing fee) JOD 15 (publishing fees) JOD 10 (submission of a power of attorney fee) 0.003% (stamp duty)
Required duration	24 hours if no pre-approvals are required
The final output	User name and password for the company, entitling the applicant to obtain an electronic company registration certificate (trade register)
Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2023 Companies Law No. 22 of 1997 and its amendments and the regulations and instructions issued pursuant thereto Companies Law No. 77 of 2008 and its amendments Regulating Investments of Non-Jordanians Regulation No. 77 of 2016 and its amendments The Real Beneficiary Register Regulation No. 62 of 2022 Securities Commission Law No. 18 of 2017
Additional information	

2.4 Private joint stock company

Registration of a private joint stock company	
Purpose	Registration of a private joint stock company
The relevant entity	Companies Control Department, through its authorized representative at the Comprehensive Investment Service
Beneficiary	Natural or juridical person
Approvals and prerequisites	Approval of the Ministry of Interior (if one of the partners is non-Jordanian) Approval of the Ministry of Public Works & Housing; required for a number of economic activities Approval of the Central Bank of Jordan; required for a number of economic activities Approval of the National Cyber Security Center; required for a number of economic activities Approvals from other entities for certain activities (indicated in the sectoral license profiles)
Registration conditions	The company derives its name from its purposes It is composed of two or more persons The Minister of Industry, Trade and Supply may, based on the justification presented by the Companies Control Department Controller, grants an approval to establish the company by one person The minimum declared capital and the shares capital should be no less than JOD 50,000
Required documents	A valid Civil Status ID card of the Jordanian investor A travel document/ passport that is valid for at least six months for non-Jordanians and for holders of a temporary Jordanian passport An identity card for children of Jordanian women A valid family book when minors are involved The attorney's valid Bar Association ID if the registration application is approved A "To Whom It May Concern" Certificate if the partner is a Jordanian company Registration certificate (trade register) of the parent company in addition to its contract, internal system, and the authorized person's power of attorney translated and authenticated where needed if the partner is a non-Jordanian company
The forms used	The registration application is submitted electronically on the Companies Controller Department website https://portal.ccd.gov.jo/home/homepage
Procedures/ action steps	The person wishing to establish a company accesses the Companies Controller Department website A list of the types of companies that can be registered will appear, and the type of company to be registered is selected The company incorporation information is entered If the incorporator is a non-Jordanian who requires the approval of the Ministry of Interior or the purpose of the economic activity to be added requires the approval of the Ministry of Interior, the registration procedures will be completed after obtaining these approvals If the requirements are complete, a message is sent to the applicant requesting the bank deposit be completed A message is sent to the phone or e-mail of the applicant to present themselves in person to sign or that documents are produced and submitted, if authenticated by an attorney
Fees	0.002% and no less than JOD 1000 (registration fee) JOD10 (document filing fee) JOD 15 (publishing fees) JOD 10 (submission of a power of attorney fee) 0.003% (stamp duty)
Required duration	24 hours in the absence of pre-approvals

The final output	User name and password for the company, entitling the applicant to obtain an electronic company registration certificate (trade register)
Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2023 Companies Law No. 22 of 1997 and its amendments and the regulations and instructions issued pursuant thereto Companies Law No. 77 of 2008 and its amendments Regulating Investments of Non-Jordanians Regulation No. 77 of 2016 and its amendments The Real Beneficiary Register Regulation No. 62 of 2022 Securities Commission Law No. 18 of 2017
Additional information	

2.5 A Branch of a foreign company

Registration of a branch of a foreign company	
Purpose	Registration of operating and non-operating foreign companies
The relevant entity	Corporate Control Department through the authorized representative at the Comprehensive Investment Service
The beneficiary	A non-Jordanian company or entity registered outside the Kingdom in another country
Pre-approvals and prerequisites	The approval of the Ministry of Interior for non-Jordanian companies or representatives with nationalities that require approval Approval of the Ministry of Public Works and Housing/ Tender Department
Registration conditions	The foreign operating company is registered under an assigned tender or license Non-operating foreign companies are not entitled to conduct any business or activity in the kingdom
Required documents	Parent company registration certificate (trade register) Parent company contract and its articles of association A power of attorney for a person residing in the Kingdom is authorizing them to carry out company business and register the company The financial statements of the previous year for the operating foreign company and for the last two years for a non-operating foreign company (all these documents shall be duly translated and authenticated) A list of the names of the company Board of Directors members, the executives or partners and the nationality of each in addition to the names of the company authorized signatories (for foreign operating companies) Documents showing that the foreign operating company has obtained the approvals by the relevant entities in the Kingdom to conduct business or execute a tender
The forms used	The registration application is submitted electronically on the Companies Control Department website https://portal.ccd.gov.jo/home/homepage
Procedures / action steps	The person wishing to establish a company accesses the Companies Control Department website A list of the types of companies that can be registered will appear, and the type of company to be registered is selected Information regarding the company and its representative is entered If the company nationality is non-Jordanian and requires the approval of the Ministry of Interior or; the purpose of the economic activity to be added requires the approval of the Ministry of Interior, the registration procedures will be completed after obtaining these approvals A message is sent by phone or e-mail for the in-person attendance of the company legally authorized representative signatory
Fees	JOD 5000 (registration fees for an operating foreign company) JOD10 (document filing fee is per document) JOD 15 (publishing fees) Non-operating foreign companies are exempt from publishing and registration fees
Required duration	24 hours if no pre-approvals are required
The final output	User name and password for the company, entitling the applicant to obtain an electronic company registration certificate (trade register)

Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2023 Companies Law No. 22 of 1997 and its amendments and the regulations and instructions issued pursuant thereto
Additional information	

Step 2: post-registration services

Membership with the chambers of commerce (commercial and services sector)

Membership with the chambers of commerce (commercial and service sector)	
Service name/ purpose	Companies and sole proprietorships join a chamber of commerce
The relevant entity	Chambers of commerce through the authorized representative at the Comprehensive Investment Service
Beneficiary	The investor
Registration conditions	The company or establishment main office should be located in Amman or any other governorate, and the company has the right to open branches and the geographical location should be within the boundaries of the Greater Amman Municipality and municipalities within the Capital (Amman) Governorate The authorized signatory for administrative affairs signature, on behalf of the enterprise/ company, signs the registration form and the trade sector identification form either by attending in person at the chamber, or by authenticating his/ her signature on this Form from the bank the account exists in, or by a holder of a general or special power of attorney for registration purposes, or by a person with written authorization from the authorized signatory for administrative affairs, authenticated by the bank
Pre-approvals and prerequisites (if any)	None

Required documents	One: sole proprietorships Trade register issued by the Ministry of Industry, Trade and Supply Trade name document issued by the Ministry of Industry, Trade and Supply (if applicable) The lease agreement or the land title register, as well as a copy of the occupancy permit and/ or the site regulatory plan, or any official document proving that the site land use is classified as commercial A valid Civil Status Department ID card for a Jordanian authorized signatory and proof of identity (travel document/ passport provided that it is valid for at least six months) for non-Jordanians. The signature, on behalf of the enterprise/ company, of the authorized signatory for administrative affairs on the registration form and the trade sector identification form Two: partnership and limited partnership companies: The Companies Controller register document , issued by the Companies Control Department Trade name document issued by the Ministry of Industry, Trade and Supply (if applicable)
	The lease agreement or land title register, as well as a copy of the occupancy permit and/or the site regulatory plan, or any official document proving that the site land use is classified as commercial The valid Civil Status Department ID card for Jordanian authorized signatories, and proof of identity (travel document/ passport, provided that it is valid for at least six months) for non-Jordanians. The signature on behalf of the company of the authorized signatory/ signatories for administrative affairs on the registration form and the trade sector identification form Three: public shareholder companies, private shareholder companies, limited liability companies, and exempt, non-profit, civil, holding joint stock, joint-Arab, etc. The registration certificate (trade register) issued by the Companies Control Department Trade name document issued by the Ministry of Industry, Trade and Supply (if any) The lease agreement or a land title register, as well as a copy of the occupancy permit and/or the site regulatory plan, or any official document proving that the site land use is classified as commercial The valid Civil Status Department ID card for Jordanian authorized signatories, and a proof of identity (travel document/ passport, provided that it is valid for at least six months) for non-Jordanians The company capital, names of partners or shareholders, shares and authorized signatories and "To Whom it May Concern" documents issued by the Companies Control Department A copy of the articles of association and the articles of incorporation of the company authenticated by the Companies Control Department The signature on behalf of the company of the authorized signatory/ signatories for administrative affairs on the registration form and the trade sector identification form Four: foreign companies operating in the Kingdom: The Companies Control Register document (trade register?) issued by the Companies Control Department for foreign companies operating in the Kingdom The lease agreement or land title register, as well as a copy of the occupancy permit and/or the site regulatory plan, or any official document proving that the site land use is commercial The valid Civil Status Department ID card for Jordanian authorized signatories, and proof of identity (travel document/ passport, provided that it is valid for at least six months) for non-Jordanians The signature on behalf of the company of the authorized signatory/ signatories for administrative affairs(representative/representatives of the company in Jordan) on the registration form and the trade sector identification form Five: non-operating foreign companies in the Kingdom (regional offices): The Companies Controller register document issued by the Companies Control Department for foreign companies not operating in the Kingdom. The lease agreement or land title register, as well as a copy of the occupancy permit and/or the site regulatory plan, or any official document proving that the site is commercial. The valid Civil Status Department ID card for Jordanian authorized signatories, and proof of identity (travel document/ passport, provided that it is valid for at least six months) for non-Jordanians. The signature on behalf of the company of the authorized signatory for administrative affairs (representative/ representatives of the company in Jordan) on the registration form

The forms used	Registration form or the sector identification form either at the relevant entity authorized representative or by extracting the forms off the relevant chamber of commerce website.																																											
Procedures/ action steps	The Service employee checks the required documents The Service employee requests that the service recipient fill out and sign a registration application form The Service employee photocopies, seals and signs the necessary documents (where applicable) The Service employee enters the required service into the computer system and the service recipient signs a trade sector registration form The Service employee prints the membership certificate, checks it, signs it and delivers it to the service recipient after the fees are paid																																											
Fees	<table><tr><th>Category</th><th>The value of the capital of the enterprise/ company JOD</th><th>Annual subscription JOD</th><th>Subscription fee and registration for the first time JOD</th></tr><tr><td>One</td><td>10,000,000 and more</td><td>1500</td><td>2250</td></tr><tr><td>Two</td><td>from 5,000,000 up to less than 10,000,000</td><td>1000</td><td>1500</td></tr><tr><td>Three</td><td>2,000,000 and up to less than 5,000,000</td><td>800</td><td>1200</td></tr><tr><td>Four</td><td>1,000,000 and up to less than 2,000,000</td><td>500</td><td>750</td></tr><tr><td>Five</td><td>500,000 and up to less than 1,000,000</td><td>300</td><td>450</td></tr><tr><td>Six</td><td>100,000 and up to less than half a 500,000</td><td>200</td><td>300</td></tr><tr><td>Seven</td><td>50,000 and up to less than 100,000</td><td>100</td><td>150</td></tr><tr><td>Eight</td><td>5,000 and up to less than 50,000</td><td>50</td><td>75</td></tr><tr><td>Nine</td><td>Below 5,000</td><td>20</td><td>30</td></tr></table> JOD 4.00 fee for a partnership letter payable upon first-time registering for a non-operating branch of a foreign company Registration and subscription fees for all chambers of commerce are as listed in the Chambers of Commerce Regulation No. 45 of 2009				Category	The value of the capital of the enterprise/ company JOD	Annual subscription JOD	Subscription fee and registration for the first time JOD	One	10,000,000 and more	1500	2250	Two	from 5,000,000 up to less than 10,000,000	1000	1500	Three	2,000,000 and up to less than 5,000,000	800	1200	Four	1,000,000 and up to less than 2,000,000	500	750	Five	500,000 and up to less than 1,000,000	300	450	Six	100,000 and up to less than half a 500,000	200	300	Seven	50,000 and up to less than 100,000	100	150	Eight	5,000 and up to less than 50,000	50	75	Nine	Below 5,000	20	30
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Eight	5,000 and up to less than 50,000	50	75																																									
Nine	Below 5,000	20	30																																									
Required duration	7 minutes for sole proprietorship 12 minutes for companies																																											
The final output	A chamber of commerce membership certificate																																											
Relevant legislation	Chambers of Commerce Law No. 70 of 2003 Chambers of Commerce Regulation No. 45 of 2009 and its amendments Investment Environment Law No. 21 of 2022 Regulating the Investment Environment Regulation No. 7 of 2022																																											
Additional information																																												

Membership with a chamber of industry (industrial sector)

Membership with a chamber of industry (industrial sector)	
Service name/ purpose	Registration of companies and sole proprietorships with chambers of industry
The relevant entity	A chamber of industry through its authorized representative at the Comprehensive Investment Service
The beneficiary	The investor
Registration conditions	The establishment, the industrial company, one of its branches or its management must be within the geographical scope of the industrial chamber as follows: Zarqa Chamber of Industry (Zarqa-Mafraq-Dhuleil) Irbid Chamber of Industry (Irbid-Ajloun-Jerash) Amman Chamber of Industry (the remaining governorates throughout the Kingdom) The establishment/ company must have a trade register from the Ministry of Industry, Trade and Supply or the of Companies Control Register or the free zones The establishment/ company to be registered must have an industrial purpose mentioned in the trade register The in-person presence of the authorized representative of the establishment / company (according to the records) or an official authorization by him/ her authenticated by any bank in Jordan dealing with him/ her
Pre-approvals and pre-requisites (if any)	None
Required documents	One: sole proprietorships Trade register Trade name document (if applicable) A copy of the lease agreement or land title register The attendance in-person of the authorized signatory or his/her representative authorized according to a letter from the company that is authenticated by any licensed bank, and the presentation of the Civil Status ID card for Jordanians and a form of personal identification for non-Jordanians Two: partnership and limited partnership companies: Companies Control Department register document (trade register?) Trade name document (if applicable) A copy of the lease agreement or land title register The attendance in-person of the authorized signatory or his/her representative authorized according to a letter from the company that is authenticated by any licensed bank, and the presentation of the Civil Status ID card for Jordanians and a form of personal identification for non- Jordanians Three: public shareholder companies, private shareholder companies, limited liability companies, and exempt, non-profit, civil, holding joint stock, joint-Arab, etc. Companies Controller register document (trade register?) Trade name document (if applicable) A document listing the authorized signatories and the company capital A copy of the articles of association document and the articles of Incorporation of the company authenticated by the Companies Control Department A copy of the lease agreement or land title register The attendance in-person of the authorized signatory or his/her representative authorized according to a letter from the company that is authenticated by any licensed bank, and the presentation of the Civil Status ID card for Jordanians and a form of personal identification for non-Jordanians
The forms used	Application form for registration through the authorized representative

Procedures/ action steps	The authorized representative on behalf of the establishment or industrial company to be registered submits an application form to join a chamber of industry at the Ministry of Investment, accompanied by all the required documents mentioned above The authorized representative of the chamber of industry checks the documents and the application After receiving the documentation and application, the chamber authorized representative enters the necessary data into the computer, and the sector to which the member belongs is determined, and upon completing the input, the fees may be paid The payment order is issued based on the chamber of industry fees After the payment of the fees, the membership certificate is issued, stamped and signed by the chamber authorized representative, and handed to the authorized representative of the establishment																																																																					
Fees	There are two categories of member companies at the chambers of industry, an industrial enterprise or a craft/ artisanal enterprise that are defined as follows: Industrial enterprise/ establishment: any company or establishment that has an industrial primary purpose and operates in a specific industrial sector, and registers a capital of JOD 30,000 or more, and the number of Jordanian employees is 10 or more Craft/ artisanal enterprises: any company or establishment that has an industrial main purpose and its registered capital is less than JOD 30,000 or the number of its Jordanian workers is less than 10 Registration and subscription fees for an industrial enterprise: <table><tr><th rowspan="2">Category</th><th>Capital value</th><th>Subscription fee and first-time registration JOD</th><th rowspan="2">Annual subscription fee JOD</th><th rowspan="2"></th></tr><tr><th>From JOD</th><th>To JOD</th></tr><tr><td>One</td><td>10,000,000</td><td>or greater</td><td>750</td><td>1500</td></tr><tr><td>Two</td><td>5,000,000</td><td>9,999,999</td><td>500</td><td>1000</td></tr><tr><td>Three</td><td>2,000,000</td><td>4,999,999</td><td>400</td><td>800</td></tr><tr><td>Four</td><td>1,000,000</td><td>1,999,999</td><td>250</td><td>500</td></tr><tr><td>Five</td><td>500,000</td><td>999,999</td><td>150</td><td>300</td></tr><tr><td>Six</td><td>100,000</td><td>499,999</td><td>100</td><td>200</td></tr><tr><td>Seven</td><td>30,000</td><td>99,999</td><td>50</td><td>100</td></tr></table> Registration and subscription fees for a craft/ artisanal establishment: <table><tr><th rowspan="2">Category</th><th>Capital value</th><th>Subscription fee and first-time registration JOD</th><th rowspan="2">Annual subscription fee JOD</th><th rowspan="2"></th></tr><tr><th>From JOD</th><th>To JOD</th></tr><tr><td>One</td><td>100,000</td><td>and over</td><td>35</td><td>70</td></tr><tr><td>Two</td><td>50,000</td><td>99,999</td><td>20</td><td>40</td></tr><tr><td>Three</td><td>10,000</td><td>49,999</td><td>15</td><td>30</td></tr><tr><td>Four</td><td>1</td><td>9,999</td><td>10</td><td>20</td></tr></table>	Category	Capital value	Subscription fee and first-time registration JOD	Annual subscription fee JOD		From JOD	To JOD	One	10,000,000	or greater	750	1500	Two	5,000,000	9,999,999	500	1000	Three	2,000,000	4,999,999	400	800	Four	1,000,000	1,999,999	250	500	Five	500,000	999,999	150	300	Six	100,000	499,999	100	200	Seven	30,000	99,999	50	100	Category	Capital value	Subscription fee and first-time registration JOD	Annual subscription fee JOD		From JOD	To JOD	One	100,000	and over	35	70	Two	50,000	99,999	20	40	Three	10,000	49,999	15	30	Four	1	9,999	10	20
Category	Capital value		Subscription fee and first-time registration JOD	Annual subscription fee JOD																																																																		
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Two	50,000	99,999	20	40																																																																		
Three	10,000	49,999	15	30																																																																		
Four	1	9,999	10	20																																																																		
Required duration	5-7 minutes																																																																					
The final output	A chamber of industry membership certificate																																																																					

Relevant legislation	Chambers of Industry Law No. 10 of 2005 Chambers of Industry Regulation No. 56 of 2005 Amended Chambers of Industry Regulations No. 101 of 2018 Investment Environment Law No. 21 of 2022 Regulating the Investment Environment Regulation No. 7 of 2022
Additional information	

Registration of the establishment with the Social Security Corporation

These services are provided outside the scope of the Comprehensive Investment Service and can be applied for directly through the relevant entities – electronically or in person.

Registration of the establishment with the Social Security Corporation	
Service name/ purpose	Registration and coverage of employees by social security insurance
The relevant entity	The Social Security Corporation
Beneficiary	Investor/ natural or juridical person/ established entity
Registration conditions	None
Pre-approvals and prerequisites (if any)	None
Required documents	A copy of the establishment registration certificate issued by the Companies Control Department if the establishment is registered as a company with the Companies Control Department A copy of the trade register certificate (trade register) if the establishment is a sole proprietorship A copy of the valid vocation license issued by Greater Amman Municipality or the relevant municipality
The forms used	The application form requesting the inclusion of an establishment under the provisions of the Social Security Law
Procedures/ action steps	The investor submits the application accompanied by the required documents to the Social Security Corporation authorized representative at the Comprehensive Investment Service If all the requirements are complete, the investor is officially informed that his/ her establishment is covered by the social security provisions, and that the establishment is officially registered The investor receives a social security card
Fees	None
Required duration	Two days
The final output	The establishment obtains its social security number
Relevant legislation	Social Security Law No. 1 of 2014 and its amendments
Additional information	Social security coverage requires the investor to deduct a total of (21.75%) from the total monthly wage of the employee whereby the establishment covers (14.25%) and the employee bears (7.5%).

Registration of the establishment with the Income and Sales Tax Department

These services are provided outside the scope of the Comprehensive Investment Service and are provided directly through the relevant entities – electronically or in person.

Registration of the establishment with the Income and Sales Tax Department	
Service name/ purpose	Obtaining a tax number for the establishment/ investor to take advantage of the tax benefits provided by the Investment Law and comply with the Income and Sales Tax Law by paying in the taxes
The relevant entity	Income and Sales Tax Department
Beneficiary	Investor/ natural or juridical person/ established entity
Registration conditions	None
Pre-approvals and prerequisites (if any)	None
Required documents	Personal identification document of the taxpayer or their authorized representative Representation and authorization documentation Trade register indicating the authorized signatories Lease agreement or land title register Vocation license Import card (if applicable) A copy of the salaries certificat (income tax) A copy of the operating contract, where applicable
The forms used	Registration application form
Procedures/ action steps	The investor submits the application with the required documents to the Income and Sales Tax Department If the investor already has a tax number, he is provided with it In the absence of an existing tax number, the investor goes to the nearest Income and Sales Tax Department/ Service Center to fill in the data required on the form to open a new file accompanied by the necessary documents The public service officer at the Income and Sales Tax Department checks the information and enters it into the electronic system to create a file and issue a tax number
Fees	None
Required duration	20 minutes
The final output	Sales tax: registration notice + username and password-for electronic services Income tax: tax number certificate + username and password-for electronic services
Relevant legislation	Income Tax law No. 34 of 2014 and its amendments General Sales Tax Law No. 6 of 1994 and its amendments Investment Environment Law No. 21 of 2022 Regulating the Investment Environment Regulation No. 7 of 2022

Additional
information

Registration for income tax: every resident, establishment or company that carries out an activity within the Kingdom, whether it is a commercial, industrial, vocational, services or artisanal activity.

Registration for sales tax: this is completed at the Income and Sales Tax Departments by all investors (persons, institutions or companies) from various economic sectors who are engaged in taxable business according to the provisions of the Sales Tax Law, whether they wish to register voluntarily or are obliged to comply subject to the Law

Registration for the Sales Tax is considered mandatory, for those whose sales, revenue from services or imports of taxable goods exceed the mandatory registration limits throughout twelve consecutive months, that are shown below:

JOD 10,000 for an industry subject to special tax

JOD 50,000 for an industry that is not subject to special tax

JOD 30,000 for the services sector

JOD 75,000 for the trade sector

There is no registration limit for importers with regard to the sales tax, therefore, every importer is obliged to register regardless of the size of his/ her imports, unless the import is exempt or is for personal use

As for income tax: Every person, institution, company or resident practicing an activity within the Kingdom, whether it is a commercial, industrial, professional, service or literal activity

It is possible to voluntarily register for the sales tax and before the mandatory registration limit is reached, in order for the taxpayer to benefit from rebates of tax on inputs (in accordance with the applicable regulations, provisions and laws) and for the purposes of tax refunds resulting from the sale of goods and services that a zero rate applies to

The authorized representative may retroactively register an investor who has failed to register as of the date on which he was required to register by law, in which case, the registration provisions contained in the General Sales Tax Law shall apply

- In the event that the investor ceases to practice the activity in whole or in part, the Comprehensive Investment Services/ Income and Sales Tax Department must be notified of this in writing within 30 days of the cessation. This condition also applies upon return to the activity

Registration of a trade name	
Service name / purpose	Registration of a trade name
The relevant entity	Ministry of Industry, Trade and Supply/ Directorate of Trade Registration by applying through the authorized representative at the Comprehensive Investment Service
The beneficiary	Investor/ natural or juridical person/ established entity
Registration conditions	The original trade name must be registered in Arabic An exception may be made by a decision of the Registrar of trade names to register trade names in a foreign language if they are owned by persons or foreign companies or companies with mixed capital registered and used outside the Kingdom Registration of a trade name may require a study in order to verify the applicability of the legal requirements (the Registrar issues his/ her decision to accept or reject the registration within 10 days from the date of submission of the application) If the registration of a trade name is for a sole proprietorship, the investor must be present in person (individual trader) or his/ her authorized representative who has a power of attorney (general or special) In cases of registering a trade name for a company, association or a body, the authorized signatory must be present to sign in person and check the registration procedure with the authorized representative at the Ministry of Industry, Trade and Supply at the Comprehensive Investment Service and to register with the electronic services and obtain a login name and password A first-time registration of a trade name of a company may be completed through an attorney/solicitor with a power of attorney The investor may submit an application for registration of a trade name electronically
Pre-approvals and pre-requisites (if any)	In the event of registering a trade name for a civil company, association or entity, this requires obtaining the approval of the Minister of Industry, Commerce and Supply to register the trade name (whereby the manager will forward an opinion to the Minister on the registration of the trade name accompanied by the application and documents) The approval of the relevant entity (to which the association or body belongs) to exercise an economic activity must be obtained, alternatively, the economic activity is allowable under a legal provision
Required documents	The valid Civil Status ID card of the Jordanian investor (individual trader) A legal power of attorney (general or special) in cases where the applicant does not attend the registration A travel document/ passport, valid for at least six months, for a non-Jordanian investor A solicitor power of attorney in the event that the application is submitted by an attorney to register a trade name for a company for the first time To register a trade name for a company, a copy of the company registration certificate (trade register) or a "To Whom it May Concern" letter must be submitted, indicating the company purposes and the authorized signatory on its behalf To register a trade name for an association or body, an authenticated copy of the registration certificate (trade register) of the association or body must be submitted in addition to its articles of association
The forms used	Apply for electronic services at the Ministry of Industry, Commerce and Supply if the applicant is a company, association or body. Application for registration of a trade name submitted electronically through the website of the Ministry of Industry, Trade and Supply/ electronic services-sole proprietorships and trade names (registration of trade names)

Procedures/ action steps	The investor (individual trader) or authorized representative with a legal power of attorney (general or special) or the authorized signatory (company, association or body) visits the authorized representative of the Ministry of Industry, Commerce and Supply/ Directorate of Trade registration at the Comprehensive Investment Service The investor (company/ association/ body) is added and their data is entered into the system enrolling them in the electronic services and providing them with the login name and password The investor submits an application for electronically registering a trade name and enters all the required data The application is checked, reviewed and approved if there is no need for any amendment to the application and a message is sent to the investor's phone number containing the electronic payment number. If there is a need for an amendment, a message is sent to the investor stating that the application needs to be amended Registration fees are paid electronically and the receipt is then handed to the employee of the Trade Registration Department The application is extracted and signed by the investor or the authorized representative A trade name registration certificate is issued and is handed to the investor
Fees	JOD 20 Trade name registration fees JOD 5 Fees for using a general power of attorney (in cases where a power of attorney is used) JOD 2 fees for using a special power of attorney (in cases where a power of attorney is used) JOD 40 fees for presenting a solicitor power of attorney when a power of attorney is submitted by an attorney, and these are payable to the Jordanian Bar Association as well as the power of attorney fee according to its type (general or special).
Required duration	20-40 minutes if the documents and application are complete A maximum of 10 working days in rare cases (if the transaction requires studying the name to be registered to verify that the legal requirements apply)
The final output	Trade name registration certificate
Relevant legislation	Trade Names Law No. 9 of 2006 Trade Names Law No. 116 of 2004 and its amendments Instructions No. 32 of 2016 for the transfer of ownership procedures of the trade name, its holding, seizure and other legal actions related to it, including the license to use it
Additional information	If the requested trade name needs to be studied for any reason, the request for the expression of an opinion is postponed for reasons of fairness and objectivity, provided that the response period does not exceed the legal period specified for registering the trade name, which is ten days.

Step 3: site selection and obtaining environmental approvals

Selection of development sites

Annex 1 sets out a list of requirements stipulated for the site selection for a number of economic activities representing the requirements for obtaining environmental approvals at a later stage. The profiles for sectoral licenses in Step 5 of the Manual show the documents, conditions and procedures for obtaining site approvals for the different types of economic activity covered by the services of the Comprehensive Investment Service.

Some activities need to obtain prior approval from the Ministry of Environment according to a hazard classification shown in the following table:

Level of severity	Required approval	Requirements
Low-risk - see Annex 2	None	Compliance with environmental requirements
Limited risk-see Annex 3	Environmental site approval	Compliance with environmental requirements
Medium risk-see Annex 4	Environmental permit	Conducting an initial environmental impact assessment study
High risk-see Annex 5	Environmental permit	Conducting a comprehensive environmental impact assessment study

Issuing a site environmental approval

An approval is obtained from the Ministry of Environment for activities classified as "low risk" as shown in Annex 2 of this Manual, and obtaining a site approval for these activities does not require an environmental impact assessment.

Issuing a site environmental approval	
Service name/ purpose	To obtain an environmental approval for development and infrastructure projects for low-risk projects (an environmental impact assessment study is not required)
The relevant entity	Ministry of Environment
Beneficiary	Investor/ natural or juridical person
Special conditions	
Pre-approvals and prerequisites (if any)	None
Required documents	Trade register Land parcel plan A croquis plan from a licensed engineering office is required only for lands with an area greater than 10 Dunums (10,000m ²) Land title register Land parcel regulatory site plan Land parcel cadastral coordinates
The forms used	A request letter submitted by the owner or their representative A technical form for industrial projects

Procedures / action steps	The application is submitted with all the required documents and project details attached Payment of fees A phone call to schedule a sit visit is received The site visit is conducted by the Directorate of Licenses and Pollution Reduction from the Ministry of Environment with the investor or the representative present Presentation of the application, accompanied by the site visit report, to the Environmental Approvals Committee Receive notification of the Committee decision If the Committee approves, a text message is received informing the investor that the letter is ready
Fees	JOD 25
Required duration	10 working days if there is no need to conduct an environmental impact assessment study
The final output	Official environmental approval letter
Relevant legislation	Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment System No. 37 of 2005 Instructions for the Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020
Additional information	

Issuing environmental licenses (an initial or comprehensive environmental impact assessment study) for medium-risk activities

These services are provided outside the scope of the Comprehensive Investment Service and must be provided directly through the relevant entities – whether electronically or in person.

Economic activities classified as "medium risk " are required to provide an initial environmental impact assessment of the project by one of the consultancy bodies classified by the Ministry of Environment. Annex 4 of the Manual shows a list of such activities

Issuing environmental licenses for medium-risk activities	
Purpose	To obtain an environmental approval and grant licenses for development projects and infrastructure projects classed as medium-risk projects (these also need to conduct an initial environmental impact assessment study)
The relevant entity	Ministry of Environment
Beneficiary	The investor through the consultancy body
Special conditions	The development activity must be a distance from the nearest dwelling in a population center or within the boundaries of the planned zoned regulated areas, equal to the distance stated in the special conditions for each of the activities located outside the planned zoned regulated areas The distances specified in the requirements are measured as air distances from the boundaries of the activity in question to the boundaries of another activity in terms of distances between factories; and from the activity boundaries to the nearest dwelling in terms of distances between the activity in question and population centers The prevailing wind direction must be considered when conducting these activities The planned regulated land use regulation must be complied with Requirements contained in any other applicable legislation to approve the site for development activities must be taken into account, including the requirements of the Ministry of Water and Irrigation to protect water sources intended for drinking purposes
Pre-approvals and prerequisites (if any)	None
Required documents	Trade register Land parcel plan A croquis drawing from a licensed engineering office is required only for lands of an area greater than 10 Dunums (10,000 m²) Land title registration Land parcel regulatory site plan
The forms used	A request letter submitted by the person concerned or his/ her representative A technical form for industrial projects

Procedures / action steps	The application is submitted with all the required documents and project details attached Fees are paid A phone call to schedule a site visit is received The investor is present for the site visit carried out by the Directorate of Licenses and Pollution Reduction from the Ministry of Environment The application is presented, accompanied by site visit report, to the Environmental Approvals Committee Notification of the committee decision is received If the Committee approves, a text message is received informing the investor that the letter is ready A consulting firm classified by Ministry of Environment is asked to conduct an initial environmental impact assessment study The fees required for the initial environmental impact assessment study are paid The consultancy body should provide the Directorate with an initial draft of the benchmark/ reference principals for the initial environmental impact assessment study it intends to carry out The consultancy body is notified with the Committee decision After the approval of the benchmark/reference principals for the initial environmental impact assessment study of the project, the consulting entity begins to conduct the initial environmental impact study The study is presented to the Environmental Impact Assessment Committee for review and analysis and to ensure that it complies with the reference principals The Environmental Impact Assessment Committee issues its decision on the study Notification of the Committee decision is received
Fees	JOD 50
Required duration	15 working days 45 days from the date of receipt of the environmental impact assessment study report (if an environmental impact assessment study is required)
The final output	An official letter approving the initial study
Relevant legislation	Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for the Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020
Additional information	

Issuing environmental licenses (an initial or comprehensive environmental impact assessment study) for high-risk activities

These services are provided outside the scope of the Comprehensive Investment Service and must be provided directly through the relevant entities – electronically or in person.

Economic activities that are classified as high-risk need a comprehensive environmental impact assessment study of the project by one of the consultancy bodies classified by the Ministry of Environment. Annex 5 of the Manual shows a list of such activities

Issuing environmental licenses for high-risk activities	
Service name/ purpose	To grant an environmental approval and licenses for development projects and infrastructure projects classed as high-risk (a comprehensive environmental impact assessment study is needed)
The relevant entity	Ministry of Environment
Special conditions	The development activity must be a distance from the nearest dwelling in a population center or within the boundaries of the planned zoned regulated areas and, equal to the distance stated in the special conditions for each of the activities located outside the planned zoned regulated areas The distances specified in the requirements are measured as air distances from the boundaries of the activity in question to the boundaries of another activity, regarding distances between factories; from the activity boundaries to the nearest dwelling, regarding distances between the activity in question and population centers The prevailing wind direction should be considered when conducting these activities The planned regulated land use regulation must be complied with The provisions of other applicable legislation relevant to site approval for of development activities should be taken into account, including the applicable requirements of the Ministry of Water and Irrigation to protect water sources intended for drinking purposes
Pre-approvals and prerequisites (if any)	None
Required documents	Trade registration certificate Land parcel plan A croquis drawing from a licensed engineering office is required only for lands with an area greater than 10 Dunums (10,000m²) Land title register Land parcel site regulatory plan Land parcel cadastral coordinates
The forms used	A request letter from the person concerned or his/ her representative A technical form is filled out of industrial projects

Procedures/ action steps	The application is submitted with all the required documents and project details attached Fees are paid A phone call to schedule a site visit is received The investor is present for the site visit carried out by the Directorate of Licenses and Pollution Reduction from the Ministry of Environment The application is presented, accompanied by site visit report, to the Environmental Approvals Committee Notification of the committee decision is received If the Committee approves, a text message is received informing the investor that the letter is ready A consulting firm classified by Ministry of Environment is asked to conduct a comprehensive environmental impact assessment study The fees required for a comprehensive environmental impact assessment study are paid The consultant should provide the Directorate with an initial draft on the benchmark/reference principles for the comprehensive environmental impact assessment study that it intends to carry out The consultant, in coordination with the Ministry and the entities designated by it, shall hold a consultative workshop over one or more meetings to discuss the expected effects that may result from the project A report on the consultation workshop is prepared The consultant is notified of the Committee decision regarding the outputs of the consultation workshop and the benchmark/ reference principles Upon the approval of the benchmark/reference principles for the project comprehensive environmental impact assessment study, the consultant begins conducting a comprehensive environmental impact study The study is presented to the Environmental Impact Assessment Committee for review and analysis and to ensure that it complies with the provisions of the law and the benchmark/ reference principles The Environmental Impact Assessment Committee issues its decision on the study The applicant receives notification of the Committee decision If the Committee approves, the applicant receives a text message that the letter regarding the Committee approval of the study is ready
Fees	JOD 750
Required duration	45 days from the date of receipt of the comprehensive environmental impact assessment study report
The final output	An official letter approving the comprehensive environmental assessment study
Relevant legislation	Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for the Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020
Additional information	

Issuing an environmental permit

After the initial or comprehensive environmental impact assessment study is completed, the Environmental Approvals Committee issues an environmental permit allowing for work on the project activities to begin

Environmental permit	
Service name/ purpose	Obtaining an environmental "permit" license for development projects and infrastructure projects for medium or high-risk projects (that have already completed an initial or comprehensive environmental impact assessment study)
The relevant entity	Ministry of Environment
Special conditions	An initial or comprehensive environmental impact assessment study has been completed according to the risk level category requirements, and approved by the Environmental Impact Assessment Committee
Pre-approvals and prerequisites (if any)	An environmental impact assessment study (initial or comprehensive) or an environmental audit study
Required documents	
The forms used	A request letter from the owner or his/ her representative
Procedures/ action steps	The application is submitted accompanied by all the required documents and project details Payment of fees A phone call is received to schedule a site visit The site visit is attended The application is presented, accompanied by the field visit report, to the Environmental Approvals Committee A notification is received of the Committee decision and a text message is later received that the approval letter is ready
Fees	JOD 500
Required duration	14 working days
The final output	Official letter approving of the environmental license "permit"
Relevant legislation	Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for the Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020
Additional information	

Step 4: site selection and obtaining regulatory approvals and construction

These services are provided outside the scope of the Comprehensive Investment Service and must be provided directly through the relevant entities – electronically or in person.

Building permits and occupancy permit issuance - Within the boundaries of Greater Amman Municipality
Initial approval

Request a consultation concerning buildings (initial approval)	
Purpose	Request a buildings consultation (initial approval) before beginning design and construction
The relevant entity	Greater Amman Municipality
Beneficiary	All categories of service recipients
Required documents	Statement of change for the land parcel The agreement with engineering office to produce engineering drawings/ blueprints
The forms used	Greater Amman Municipality website www.ammman.jo
Procedures/ action steps	Access the Greater Amman Municipality website www.ammman.jo . Select electronic services from the main screen on the website Select the licensing services/ Building Licenses Department Select the service requesting a buildings consultation(initial approval) Fill in the required data on the application submission screen and attach the necessary documents A message is received with the application number and the electronic payment number to pay the registration fee After checking the application and if the attached documents are incomplete/ with error, a message is received indicating the incorrect/ missing attachments If the application is approved, a text message is received informing the applicant that the provisional approval has been granted If the application is not approved, a text message is received stating that the application was not approved
Fees	JOD 25
Required duration	8 – 10 days
The final output	Initial approval of the submitted engineering designs
Relevant legislation	
Additional information	

A building permit for a proposed building on a vacant land parcel

A building permit for a proposed building on a vacant land parcel	
Purpose	Issue a building permit for the construction of a new building (proposed) on a vacant land parcel
The relevant entity	Greater Amman Municipality
Beneficiary	The investor through the engineering office
Required documents	The engineering drawings/ blueprints approved by the Jordan Engineers Association prior to electronically submitting the application Land parcel statement of change or a cadastral report A commitment to the Directorate of Antiquities of the Capital/ Amman Governorate in order to request a building permit using the form on the application screen The engineering office statement that the information on the topographic map is correct
The forms used	Greater Amman Municipality website www.amman.jo

Procedures/ action steps	Access the Greater Amman Municipality website www.amman.jo. Select electronic services from the main screen on the website. Select the Building Department licensing services and select the type of service required as "request to issue a proposed building permit on a vacant land parcel" and fill in the required data on the application submission screen After checking the application and if the attached documents are incomplete/ with error, a message is received indicating the incorrect/ missing attachments Upon submitting the engineering blueprints/ drawings already approved by the Jordan Engineers Association to the Civil Defense Directorate and in the event of an amendment required by the service applicant, a text message is received with the request to amend the blueprints/ drawings and to re-authenticate them from the Jordan Engineers Association If the Civil Defense Directorate does not grant an approval, a text message is received stating the reasons for the non-approval of the application. If the application is approved by the Civil Defense Directorate, a text message is received stating the amount of the application registration fee incurred by the applicant The application is checked for any financial payments due in the form of fees or claims (Buildings and Lands Tax (Musaqafat), amounts payable to the municipality) and if some claims or pending fees exist, a text message is received with the amounts payable and the need to pay them electronically If an amendment is required by the recipient of the service, a text message with the required modification is received Upon presentation to the relevant committee, a text message is received by the applicant informing him/ her of the committee decision (approval/ conditional approval/ rejection) whereby the opportunity to object is available through the application query screen If an objection to the committee decision is submitted, a text message is received with the new committee decision After the approval of the application by the committees, a text message with the required external approvals is received depending on the type of application (where applicable) After checking the required external approvals and obtaining external approvals/ or in cases where no external approvals are needed, a text message is received with the fees incurred based on the application whereby any objection to the fee amount can be submitted by accessing the application query screen If an objection to the fee amount is submitted and the objection is rejected, a text message is received declining an amendment to the fee and the reasons for this If the objection is accepted and the fees are amended, a message with the amendment of the fees and the new electronic payment number is received In cases where the applicant does not wish to object/ after amending the fees, payment is made electronically, after which a text message is received that an earth works (excavation) permit must be issued to obtain the license After obtaining the earth works (excavation) permit, the application query screen is accessed and the reference number of the issued earth works (excavation) permit is entered, and a text message is received with the issuance of the license and the possibility of downloading it through the application tracker screen on the website
Fees	Greater Amman Municipality fees: The fees are determined according to the land parcel planning/regulatory category and the construction area in accordance with Articles 48 to 52 of the Building and Planning Regulation in the City of Amman No. 67 of 1979. Fees incurred by the Civil Defense Directorate: The fees are determined in accordance with the Collection of Fees for the Services of the Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Required duration	10-21 days
The final output	Issuing the building permit electronically

Relevant legislation	Procurement Law No. 12 of 1987 Jordanian National Building Law No. 7 of 1993 and its amendments Cities, Villages and Buildings Regulation Law No. 79 of 1966 and its amendments Amended Building and Regulating of Cities and Villages Regulation No. 3 of 2017 Buildings and Planning Regulation in the city of Amman No. 28 of 2018 and its amendments The Building and Regulating of Cities and Villages Regulation No. 136 of 2016 and its amendments Jordan Engineers Association Law No. 15 of 1972 Practice of the Engineering Profession Regulation No. 22 of 1999 Engineering Offices and Companies Regulation No. 28 of 2016 Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for the Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Instructions for the application of codes in all phases of design, implementation, supervision, maintenance, operation, public safety works and all related engineering works of the year 2004 Instructions for the application of engineering codes at all stages of engineering works related to the technical requirements of public safety conditions to be provided for construction excavation/ earthworks for construction projects in the Kingdom for the year 2018 Antiquities Law No. 21 of 1988 Public Security Law No. 38 of 1965 (as amended in 2020) Civil Defense Law No. 18 of 1999 and its amendments Fee Collection for the Services of the Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Additional information	In the event that the local committee does not implement the requested amendment within ten days, a text message is received notifying that the period necessary for the implementation of the amendment has lapsed and a decision is made by the Committee to approve or reject the request If the requested amendment is not implemented by the relevant parties after submitting the request to object to the fees within ten days, a text message is received that the period necessary to implement the amendment has expired and that his/ her request of objecting to the fees has been canceled and that he/ she must pay the fees as they were originally stated If an objection to the fees is not submitted within 30 days, it follows that the fees will be paid as they were originally stated, with no opportunity to object because the period for this has lapsed

A building permit for a proposed building above an existing building

Proposed above an existing building	
Purpose	Issuing a building permit for the construction of a new building (proposed) above an existing building
The relevant entity	Greater Amman Municipality
Beneficiary	The investor through the engineering office or company
Required documents	Engineering blueprints/ drawings approved by the Jordan Engineers Association prior to submitting the application electronically An authenticated technical report from the Jordan Engineers Association that the building is safe or a technical inspection report in compliance with to the National Building Law (after approval from the committees)
The forms used	Greater Amman Municipality www.amman.jo
Procedures/ action steps	Access Greater Amman Municipality website www.amman.jo. Select electronic services from the main screen on the website. Select the Building Department licensing services and select the type of service required as "license a proposed building above an existing building" and fill in the required data After checking the application and if the attached documents are incomplete/ with error, a message is received indicating the incorrect/ missing attachments After sending the engineering blueprints/ drawings approved by the Jordan Engineers Association to the external partners (Civil Defense) and in the event of a required modification by the applicant, a text message with the required modification is received requesting that the blueprints/ drawings are modified and re-authenticated from the Jordan Engineers Association In cases where the Civil Defense Directorate does not grant an approval, a text message is received stating the reasons for the rejection of the application. If the application is approved by the Civil Defense Directorate, a text message is received stating the application registration fee amount to be paid by the recipient of the service The application is checked for any payments due in terms of the existence of some fees or claims (Buildings and Lands Tax (Musaqafat), amounts payable to the municipality) and if some claims or pending fees exist, a text message is received with the amounts payable and the need to pay them electronically Upon presentation to the relevant committee, a text message is received by the applicant informing him/ her of the committee decision (approval/ conditional approval/ rejection) whereby the opportunity to object is available through the application query screen If an objection to the committee decision is submitted, a text message is received with the new committee decision Upon the approval of the application by the committees, a text message is received with external approvals/ additional documents required according to the type of application (where applicable) Upon checking the attached documents and after obtaining the required external approvals/ additional documents, a text message is received with the fees incurred on the application with the opportunity to object to the fee amount by accessing the application query screen If an objection to the value of the fee is submitted and an amendment to the fees request is declined, a text message is received informing the applicant that the request was declined and the reasons are stated If the objection is accepted and the fees are amended, a message with the amendment of the fees and the new electronic payment number is received If the applicant does not wish to object/ the fees are amended, payment is made electronically, after which a text message is received with the issuance of the license and the option to download it through the application tracker screen on the website

Fees	Greater Amman Municipality Fees: The fees are determined according to the land parcel planning/regulatory category and the construction area in accordance with Articles 48 to 52 of the Building and Planning Regulation in the City of Amman No. 67 of 1979 Fees incurred by the Civil Defense Directorate: The fees are determined in accordance with the Collection of Fees for the Services of the of Civil Defense Directorate Regulation No. 128 of 2015
Required duration	10-21 days
The final output	Issuance of a building permit electronically
Relevant legislation	Procurement Law No. 12 of 1987 Jordanian National Building Law No. 7 of 1993 and its amendments Cities, Villages and Buildings Regulation Law No. 79 of 1966 and its amendments Amended Building and Regulating of Cities and Villages Regulation No. 3 of 2017 Building and Planning Regulation in the City of Amman No. 28 of 2018 and its amendments The Building and Regulating of Cities and Villages Regulation No. 136 of 2016 and its amendments Jordan Engineers Association Law No. 15 of 1972 Practice of the Engineering Profession Regulation No. 22 of 1999 Engineering Offices and Companies Regulation No. 28 of 2016 Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Instructions for the application of codes in all phases of design, implementation, supervision, maintenance, operation, public safety works and all related engineering works for the year 2004 Instructions for the application of engineering codes at all stages of engineering works related to the technical requirements of public safety conditions to be provided for construction excavation/ earthworks for construction projects in the Kingdom for the year 2018 Antiquities Law No. 21 of 1988 Public Security Law No. 38 of 1965 (as amended in 2020) Civil Defense Law No. 18 of 1999 and its amendments Fee Collection for the Services of the Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Additional information	In the event that the requested amendment is not implemented within ten days, a text message is received stating the expiration of the period necessary for the implementation of the amendment If the requested amendment is not implemented by the local committee within ten days, a text message is received that the period necessary for the implementation of the amendment has expired and that a decision will be made by the committee to approve or reject the application If the requested amendment is not implemented by the parties concerned after submitting the request to object to the fees within ten days, a text message is received that the period necessary to implement the amendment has expired and that his/ her request of objecting to the fees has been canceled and that he/ she must pay the fees as they were originally stated If an objection to the fees is not submitted within 30 days, it follows that the fees will be paid as they were originally stated, with no opportunity to object because the period for objection has lapsed

A building permit for an existing building to be licensed for the first time

A building permit for an existing building to be licensed for the first time	
Purpose	Issuing a building permit for an existing building to be licensed for the first time
The relevant entity	Greater Amman Municipality
Beneficiary	The investor through the engineering office
Required documents	Engineering blueprints/ drawings approved by the Jordan Engineers Association prior to submitting the application electronically Cadastral report Additional documents after approval by the committees: A technical report authenticated by the Jordan Engineers Association or a technical inspection report in accordance with the National Building Law Statement of change of land parcel Cadastral report
The forms used	Greater Amman Municipality www.amman.jo

Procedures / action steps	Access Greater Amman Municipality website www.amman.jo. Select electronic services from the main screen on the website. Select the Building Department licensing services and select the type of service required as "a first-time building permit application for an existing building" and fill in the required data on the application submission screen After checking the application and if the attached documents are incomplete/ with error, a message is received indicating the incorrect/ missing attachments After sending the engineering blueprints/ drawings approved by the Jordan Engineers Association to external partners (Civil Defense Directorate) and in the event an amendment is required by the applicant, a text message with the required amendment is received to amend the blueprints/ drawings and re-authenticate them from the Jordan Engineers Association In cases where the external partners do not grant an approval, a text message is received stating the reasons for the rejection of the application. If the application is approved by the external partners, a text message is received stating the registration fee amount incurred by the recipient of the service The application is checked for any payments due in terms of the existence of some fees or claims (Buildings and Lands Tax (Musaqafat), amounts payable to the municipality) and if some claims or pending fees exist, a text message is received with the amounts payable and the need to pay them electronically A text message is received by the applicant to determine the date of the site visit Upon completing the site visit and if any amendments are required, a text message stating the required amendments is sent to the applicant Upon presentation to the relevant committee, a text message is received by the applicant informing him/ her of the committee decision (approval/ conditional approval/ rejection) whereby the opportunity to object is available through the application query screen If an objection to the committee decision is submitted, a text message is received with the new committee decision Upon the approval of the application by the committees, a text message is received with external approvals/ additional documents required according to the type of application (where applicable) Upon checking the attached documents and after obtaining the required external approvals/ additional documents, a text message is received with the fees incurred on the application with the opportunity to object to the fee amount by accessing the application query screen If an objection to the value of the fee is submitted and an amendment to the fees request is declined, a text message is received informing the applicant that the request was declined and the reasons are stated If the objection is accepted and the fees are amended, a message with the amendment of the fees and the new electronic payment number is received If the applicant does not wish to object/ the fees are amended, payment is made electronically, after which a text message is received with the issuance of the license and the option to download it through the application tracker screen on the website
Fees	Greater Amman Municipality Fees: The fees are determined according to the land parcel planning/regulatory category and the construction area in accordance with Articles 48 to 52 of the Building and Planning Regulation in the city of Amman No. 67 of 1979. Fees incurred by the Civil Defense Directorate: The fees are determined in accordance with the Collection of Fees for the Services of the of Civil Defense Directorate Regulation No. 128 of 2015
Required duration	10-21 days
The final output	Issuing a building permit electronically

Relevant legislation	Procurement Law No. 12 of 1987 Jordanian National Building Law No. 7 of 1993 and its amendments Cities, Villages and Buildings Regulation Law No. 79 of 1966 and its amendments Amended Building and Regulating of Cities and Villages Regulation No. 3 of 2017 Buildings and Planning Regulation in the City of Amman No. 28 of 2018 and its amendments The Building and Regulating of Cities and Villages Regulation No. 136 of 2016 and its amendments Jordan Engineers Association Law No. 15 of 1972 The Practice of Engineering Profession Regulation the Engineering Offices and Companies Regulation No. 28 of 2016 Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Instructions for the application of codes in all phases of design, implementation, supervision, maintenance, operation, public safety works and all related engineering works for the year 2004 Instructions for the application of engineering codes at all stages of engineering works related to the technical requirements of public safety conditions to be provided for construction excavation/ earthworks for construction projects in the Kingdom for the year 2018 Public Security Law No. 38 of 1965 (as amended in 2020) Civil Defense Law No. 18 of 1999 and its amendments Fee Collection for the Services of the Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Additional information	In the event that the requested amendment is not implemented within ten days, a text message is received stating the expiration of the period necessary for the implementation of the amendment If the requested amendment is not implemented by the local committee within ten days, a text message is received that the period necessary for the implementation of the amendment has expired and that a decision will be made by the committee to approve or reject the application If the requested amendment is not implemented by the parties concerned after submitting the request to object to the fees within ten days, a text message is received that the period necessary to implement the amendment has expired and that his/ her request of objecting to the fees has been canceled and that he/ she must pay the fees as they were originally stated If an objection to the fees is not submitted within 30 days, it follows that the fees will be paid as they were originally stated, with no opportunity to object because the period for objection has lapsed

Licensing increments in building areas	
Purpose	To license increments
The relevant entity	Greater Amman Municipality
Beneficiary	The investor through the engineering office
Required documents	Engineering blueprints/ drawings approved by the Jordan Engineers Association prior to the submission of the application electronically The unique number on the land title register document is entered The unique number of the land parcel is entered The vocation license number is entered (within Greater Amman Municipality boundaries) An authenticated technical report from the Jordan Engineers Association stating the safety of the building or a technical inspection report, in accordance with the National Building Law (after an approval by the committees)
The forms used	Greater Amman Municipality website www.amman.jo
Procedures / action steps	Access Greater Amman Municipality website www.amman.jo. Select electronic services from the main screen. Select the Building Department licensing services and specify the type of service required as "license increments". And fill in the required data on the application submission screen. After checking the application and if the attached documents are incomplete/ with error, a message is received indicating the incorrect/ missing attachments After sending the engineering blueprints/ drawings approved by the Jordan Engineers Association to external partners (Civil Defense Directorate) and in the event an amendment is required from the applicant, a text message with the required amendment is received to amend the blueprints/ drawings and re-authenticate them from the Jordan Engineers Association If the Civil Defense Directorate does not grant an approval, a text message is received stating the reasons for the rejection of the application. If the application is approved by the Civil Defense Directorate, a text message is received stating the amount of the application registration fee incurred by the recipient of the service The application is checked for any payments due in terms of the existence of some fees or claims (Buildings and Lands Tax (Musaqafat), amounts payable to the municipality) and if some claims or pending fees exist, a text message is received with the amounts payable and the need to pay them electronically Upon presentation to the relevant committee, a text message is received by the applicant informing him/ her of the committee decision (approval/ conditional approval/ rejection) whereby the opportunity to object is available through the application query screen If an objection to the committee decision is submitted, a text message is received with the new committee decision Upon the approval of the application by the committees, a text message is received listing the external approvals/ additional documents required according to the type of application (if any). After checking the attached documents and after obtaining the required external approvals/ additional documents, a text message is received with the fees incurred on the application with the possibility of objecting to the fee amount by accessing the application query screen. If an objection to the value of the fee is submitted and an amendment to the fees request is declined, a text message is received informing the applicant that the request was declined and the reasons are stated If the objection is accepted and the fees are amended, a message with the amendment of the fees and the new electronic payment number is received If the applicant does not wish to object/ the fees are amended, payment is made electronically, after which a text message is received with the issuance of the license and the option to download it through the application tracker screen on the website

Fees	Greater Amman Municipality fees: The fees are determined according to the land parcel planning/regulatory category and the construction area in accordance with Articles 48 to 52 of the Building and Planning Regulation in the city of Amman No. 67 of 1979. Fees incurred by the Civil Defense Directorate: The fees are determined in accordance with the Collection of Fees for the Services of the of Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Required duration	10-21 days
The final output	Issuance of a building permit electronically
Relevant legislation	Procurement Law No. 12 of 1987 Jordanian National Building Law No. 7 of 1993 and its amendments Cities, Villages and Buildings Regulation Law No. 79 of 1966 and its amendments Amended Building and Regulating of Cities and Villages Regulation No. 3 of 2017 Building, Planning Regulation in the City of Amman No. 28 of 2018 and its amendments The Building and Regulating of Cities and Villages Regulation No. 136 of 2016 and its amendments Jordan Engineers Association Law No. 15 of 1972 Practice of the Engineering Profession Regulation No. 22 of 1999 Engineering Offices and Companies Regulation No. 28 of 2016 Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for selecting locations of development activities for the year 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Instructions for the application of codes in all phases of design, implementation, supervision, maintenance, operation, public safety works and all related engineering works for the year 2004 Instructions for the application of engineering codes at all stages of engineering works related to the technical requirements of public safety conditions to be provided for construction excavation/ earthworks for construction projects in the Kingdom for the year 2018 Public Security Law No. 38 of 1965 (as amended in 2020) Civil Defense Law No. 18 of 1999 and its amendments Fee Collection for the Services of the Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Additional information	In the event that the requested amendment is not implemented within ten days, a text message is received stating the expiration of the period necessary for the implementation of the amendment If the requested amendment is not implemented by the local committee within ten days, a text message is received that the period necessary for the implementation of the amendment has expired and that a decision will be made by the committee to approve or reject the application If the requested amendment is not implemented by the parties concerned after submitting the request to object to the fees within ten days, a text message is received that the period necessary to implement the amendment has expired and that his/ her request of objecting to the fees has been canceled and that he/ she must pay the fees as they were originally stated If an objection to the fees is not submitted within 30 days, it follows that the fees will be paid as they were originally stated, with no opportunity to object because the period for objection has lapsed

Licensing a modified/ amended drawing	
Purpose	Application for a modified drawing license
The relevant entity	Greater Amman Municipality
Beneficiary	The investor through the engineering/ architect office
Required documents	Engineering plans approved by the Jordan Engineers Association before submitting the application electronically. Cadastral report
The forms used	Greater Amman Municipality website www.amman.jo
Procedures/ action steps	Access the Greater Amman Municipality website www.amman.jo Select electronic services from the main screen. Select the Building Department licensing services, specify the type of service required as "request a license for modified drawings " and fill in the required data on the application submission screen. After checking the application and if the attached documents are incomplete/ with error, a message is received indicating the incorrect/ missing attachments After sending the engineering drawings/ blueprints approved by the Jordan Engineers Association to the external partners (Civil Defense) and in the event of an amendment is required from the recipient of the service, a text message with the required amendment is received requesting the drawings be modified and re-authenticated from the Jordan Engineers Association. In the cases where an external partner does not approve the application, a text message is received stating the reasons for the rejection of the application. If the application is approved by external partners, a text message is received stating the amount of the application registration fee incurred by the recipient of the service. The application is checked for any payments due in terms of the existence of some fees or claims (Buildings and Lands Tax (Musaqafat), amounts payable to the municipality) and if some claims or pending fees exist, a text message is received with the amounts payable and the need to pay them electronically A text message is received by the applicant to determine the date of the site visit. Upon completing the site visit and if there are any amendments required, a text message stating the required amendments is sent to the applicant. Upon presentation to the relevant committee, a text message is received by the applicant informing him/ her of the committee decision (approval/ conditional approval/ rejection) whereby the opportunity to object is available through the application query screen If an objection to the committee decision is submitted, a text message is received with the new committee decision Upon the approval of the application by the committees, a text message is received with external approvals/ additional documents required according to the type of application (where applicable) Upon checking the attached documents and after obtaining the required external approvals/ additional documents, a text message is received with the fees incurred on the application with the opportunity to object to the fee amount by accessing the application query screen If an objection to the value of the fee is submitted and an amendment to the fees request is declined, a text message is received informing the applicant that the request was declined and the reasons are stated If the objection is accepted and the fees are amended, a message with the amendment of the fees and the new electronic payment number is received. If the applicant does not wish to object/ upon amending the fees, payment is made electronically, and a text message is received with the issuance of the license and the possibility of downloading it through the application tracker screen on the website

Fees	Greater Amman Municipality fees: The fees are determined according to the land parcel planning/regulatory category and the construction area in accordance with Articles 48 to 52 of the Building and Planning Regulation in the city of Amman No. 67 of 1979. Fees incurred by the Civil Defense Directorate: The fees are determined in accordance with the Collection of Fees for the Services of the of Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Required duration	10-21 days
The final output	Issuing building permit electronically
Relevant legislation	Procurement Law No. 12 of 1987 Jordanian National Building Law No. 7 of 1993 and its amendments Cities, Villages and Buildings Regulation Law No. 79 of 1966 and its amendments Amended Buildings Regulation and Planning of Cities and Village No. 3 of 2017 Buildings and Planning Regulation in the city of Amman No. 28 of 2018 and its amendments The Buildings Regulation and Planning of Cities and Village Regulation No. 136 of 2016 and its amendments Instructions for Site Selection for Development Activities for of 2018 Antiquities Law No. 21 of 1988 Public Security Law No. 38 of 1965 (as amended in 2020) Civil Defense Law No. 18 of 1999 and its amendments The amended Fee Collection for the Services of the Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Additional information	In the event that the required amendment is not implemented within ten days, a text message is received stating the expiration of the period necessary for the implementation of the amendment. If the requested amendment is not implemented by the local committee within ten days, a text message is received stating that the period necessary for the implementation of the amendment has expired and a decision is made by the committee to approve or reject the application. In the event that the requested amendment is not implemented by the relevant parties during the ten-day period upon the submission of the request objecting to the fee amount, a text message is received at the end of this period that the request to amend the fees has been canceled, and the fees should be paid in the original amount stated If an objection to the fees is not submitted within 30 days, it follows that the fees will be paid as they were originally stated, with no opportunity to object because the period for objection has lapsed

Issuing an occupancy permit	
Purpose	Issue an occupancy permit to allow the use of constructed building
The relevant entity	Greater Amman Municipality
Beneficiary	The investor
Required documents	Engineering drawings/ blueprints already approved by the Jordan Engineers Association before submitting the application electronically. Cadastral report showing the existing situation
The forms used	Greater Amman Municipality www.amman.jo
Procedures/ action steps	Access to the Greater Amman Municipality website www.amman.jo. Select electronic services from the website main screen. Select the Building Department licensing services, specify the type of service required as "request to issue an occupancy permit" and fill in the required data on the application submission screen. After the application is accepted, a text message is received with the acceptance of the application and its number. After checking the application and if the attached documents are incomplete/ with error, a message is received indicating the incorrect/ missing attachments After sending the engineering drawings/ blueprints approved by the Jordan Engineers Association to the external partners (Civil Defense) and in the event of an amendment is required from the recipient of the service, a text message with the required amendment is received requesting the drawings be modified and re-authenticated from the Jordan Engineers Association. In the cases where an external partner does not approve the application, a text message is received stating the reasons for the rejection of the application. If the application is approved by external partners, a text message is received stating the amount of the application registration fee incurred by the recipient of the service. The application is checked for any payments due in terms of the existence of some fees or claims (Buildings and Lands Tax (Musaqafat), amounts payable to the municipality) and if some claims or pending fees exist, a text message is received with the amounts payable and the need to pay them electronically A text message is received by the applicant to determine the date of the site visit Upon completing the site visit and if there are any amendments required, a text message stating the required amendments is sent to the applicant. Upon presentation to the relevant committee, a text message is received by the applicant informing him/ her of the committee decision (approval/ conditional approval/ rejection) whereby the opportunity to object is available through the application query screen If an objection to the committee decision is submitted, a text message is received with the new committee decision Upon the approval of the application by the committees, a text message is received with external approvals/ additional documents required according to the type of application (where applicable). Upon checking the attached documents and after obtaining the required external approvals/ additional documents, a text message is received with the fees incurred on the application with the opportunity to object to the fee amount by accessing the application query screen. If an objection to the value of the fee is submitted and an amendment to the fees request is declined, a text message is received informing the applicant that the request was declined and the reasons are stated If the objection is accepted and the fees are amended, a message with the amendment of the fees and the new electronic payment number is received. If the applicant does not wish to object/ upon amending the fees, payment is made electronically, and a text message is received with the issuance of the permit and the possibility of downloading it through the application tracker screen on the website.

Fees	Greater Amman Municipality fees: The fees are determined according to the land parcel regulatory category and the construction area in accordance with Articles 48 to 52 of the Building and Planning Regulation in the city of Amman No. 67 of 1979. Fees incurred by the Civil Defense Directorate: The fees are determined in accordance with the Collection of Fees for the Services of the of Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Required duration	10-21 days
The final output	Issuing the occupancy permit electronically
Relevant legislation	Procurement Law No. 12 of 1987 Jordanian National Building Law No. 7 of 1993 and its amendments Cities, Villages and Buildings Regulation Law No. 79 of 1966 and its amendments Amended Building Regulation and Planning of Cities and Village No. 3 of 2017 Buildings and Planning Regulation in the city of Amman No. 28 of 2018 and its amendments The Buildings Regulation and Planning of Cities and Village Regulation No. 136 of 2016 and its amendments Instructions for Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Instructions for the application of codes in the stages of design, implementation, supervision, maintenance, operation, public safety works and all related engineering works for the year 2004 Public Security Law No. 38 of 1965 (as amended in 2020) Civil Defense Law No. 18 of 1999 and its amendments Fee Collection for the Services of the Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Additional information	In the event that the required amendment is not implemented within ten days, a text message is received stating the expiration of the period necessary for the implementation of the amendment. If the requested amendment is not implemented by the local committee within ten days, a text message is received stating that the period necessary for the implementation of the amendment has expired and a decision is made by the committee to approve or reject the application. In the event that the requested amendment is not implemented by the relevant parties during the ten-day period upon the submission of the request objecting to the fee amount, a text message is received at the end of this period that the request to amend the fees has been canceled, and the fees should be paid in the original amount stated If an objection to the fees is not submitted within 30 days, it follows that the fees will be paid as they were originally stated, with no opportunity to object because the period for objection has lapsed

Building permits and occupancy permits - outside the boundaries of Greater Amman Municipality (from other municipalities)

These services are provided outside the scope of the Comprehensive Investment Service and must be provided directly through the relevant entities personally.

Building permit (construction license)

Obtaining a building permit within municipal borders	
Purpose	Issuing a building permit for the construction of a new building (proposed)/ restoration of an existing building
The relevant entity	Ministry of Local Administration-the relevant municipality
Beneficiary	The investor through the engineering office
Required documents	Five copies of the engineering drawings/ blueprints approved by the Jordan Engineers Association (3 authenticated copies + two copies stamped as copies of originals) Original and valid land title register Original and valid site regulatory plan Original and valid land parcel plan Topographic map of the site Land parcel cadastral coordinates Geological study (soil analysis in cases of proposed construction) Environmental impact assessment study Traffic impact study (if necessary) Approval of the Department of Antiquities (if there is construction proposed) Clearance certificate from the municipality (Buildings and Lands Tax (Musaqafat)) Checking the license application that it is stamped by multiple official bodies (Water Authority, Jordan Telecommunications Company, Department of Antiquities, Directorate of Civil Defense, Directorate of Public Security/ Command and Control Department) A letter from the Jordan Engineers Association regarding sales tax (sales tax receipt) Contracting agreement Engineering supervision contract (for the proposed construction of an area exceeding 250 m2) Vocation license for the engineering office
The forms used	The application requesting the issue of a building permit

Procedures/ action steps	Within the boundaries of planned zoned regulated municipal areas: Submit the application for the building permit accompanied by all the required documents to the relevant municipality The municipality conducts a technical review and a site visit, and the application is presented to the local committee to study and make a final decision concerning it The decision is recorded and the investor is informed of the decision. If the application is rejected, the investor has the right to object to the local committee decision (and in this case, the application is submitted to the district committee) The application is considered by the Higher Regulatory Council and if the application is approved, the investor will pay the due fees and receive a payment order The building permit is issued and handed to the investor Outside the boundaries of municipal planned zoned regulated areas: An application for the building permit accompanied by all the required documents is submitted to the relevant directorate of municipal affairs in the district/ governorate. The technical staff working at the Directorate of Municipal Affairs conduct a technical review and site visit, and the application is presented to the district committee to study and take the final decision The application is considered by the Higher Regulatory Council and if the approval decision is issued, the investor pays the fees to the relevant municipality when the project is located within its administrative boundaries, whereas, the fees are paid to the relevant directorate of municipal affairs if the project is located outside the administrative boundaries of the neighboring municipality. A payment order and receipts are received in both cases The building permit is issued and handed to the investor
Fees	Greater Amman Municipality fees: The fees are determined according to Articles 19-22 of the Building and Regulating of Cities and Villages Regulation No. 136 of 2016 and its amendments Fees incurred by the Civil Defense Directorate: The fees are determined in accordance with the Collection of Fees for the Services of the of Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Required duration	15 working days if the prepared drawings comply with the regulatory requirements
The final output	Issuance of a building permit

Relevant legislation	Procurement Law No. 12 of 1987 Jordanian National Building Law No. 7 of 1993 and its amendments Cities, Villages and Buildings Regulation Law No. 79 of 1966 and its amendments Amended Building and Regulating of Cities and Villages Regulation No. 3 of 2017 Building and Planning Regulation in the City of Amman No. 28 of 2018 and its amendments The Building and Regulating of Cities and Villages Regulation No. 136 of 2016 and its amendments Jordan Engineers Association Law No. 15 of 1972 Practice of the Engineering Profession Regulation No. 22 of 1999 Engineering Offices and Companies Regulation No. 28 of 2016 Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection for of Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Instructions for the application of codes in all phases of design, implementation, supervision, maintenance, operation, public safety works and all related engineering works for the year 2004 Instructions for the application of engineering codes at all stages of engineering works related to the technical requirements of public safety conditions to be provided for construction excavation/ earthworks for construction projects in the Kingdom for the year 2018 Antiquities Law No. 21 of 1988 Public Security Law No. 38 of 1965 (as amended in 2020) Civil Defense Law No. 18 of 1999 and its amendments The fees are determined in accordance with the Collection of Fees for the Services of the of Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Additional information	The relevant committee grants environmentally friendly green buildings that are characterized by their ability to conserve energy, utilize renewable energy, conserve water usage, rely on natural lighting and ventilation to reduce energy consumption and reduce the environmental pollution resulting from them, and are established in accordance with the Green Building Guide issued by the National Building Council, all or some of the incentives and facilities mentioned in Article 23 of the Building and Regulating of Cities and Villages Regulation No. 136 of 2016.

Obtaining an occupancy permit for a site within municipal boundaries	
Purpose	Issuing an occupancy permit to allow the use of the building after the completion of its construction
The relevant entity	Ministry of Local Administration- the relevant municipality
Beneficiary	The investor
Required documents	Original and valid land title register Original and valid site regulatory plan Original and valid land parcel plan Clearance certificate from the Municipality (Buildings and Lands Tax (Musaqafat)) A copy of the most recent building permit
The forms used	Application for an occupancy permit service
Procedures/ action steps	Within the boundaries of planned zoned regulated areas: Submit an application requesting an occupancy permit, accompanied by all the required documents at the relevant municipality The municipality, in addition to the Civil Defense, conducts an engineering/ technical review and site visit, and the application is presented to the local committee for study and a final decision The decision is recorded and the investor is informed of the decision The investor pays the due fees and receives a payment receipt The occupancy permit is issued and handed to the investor Outside the boundaries of planned zoned regulated areas: Submit an application for the occupancy permit service, accompanied by all the required documents to the relevant directorate of municipal affairs in the district/ governorate the project is located in The technical staff from the Directorate of Municipal Affairs and the Civil Defense Directorate representatives conduct a technical review and site visit, and the application is presented to the district committee to study and make a final decision The decision is recorded and the investor is informed of the decision. The investor pays the due fees and receives a payment receipt The occupancy permit is issued and handed to the investor
Fees	Fees payable to municipalities: No fees are incurred if the building construction complies with the building permit If the building does not comply with the building permit, the fees for the part of the construction that is in violation shall be determined in accordance with Article 20 of the Building and Regulating of Cities and Villages Regulation No. 136 of 2016 and its amendments Fees payable to the Civil Defense Directorate: The fees are determined in accordance with the Collection of Fees for the Services of the of Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Required duration	15 working days if the prepared drawings comply with the regulatory requirements
The final output	Issuance of an occupancy permit

Relevant legislation	Procurement Law No. 12 of 1987 Jordanian National Building Law No. 7 of 1993 and its amendments Cities, Villages and Buildings Regulation Law No. 79 of 1966 and its amendments Amended Building and Regulating of Cities and Villages Regulation No. 3 of 2017 Buildings and Planning Regulation in the City of Amman No. 28 of 2018 and its amendments The Building and Regulating of Cities and Villages Regulation and its amendments 136 of 2016 Jordan Engineers Association Law No. 15 of 1972 Practice of the Engineering Profession Regulation No. 22 of 1999 Engineering Offices and Companies Regulation No. 28 of 2016 Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for selecting locations of development activities for the year 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Instructions for the application of codes in all phases of design, implementation, supervision, maintenance, operation, public safety works and all related engineering works for the year 2004 Instructions for the application of engineering codes at all stages of engineering works related to the technical requirements of public safety conditions to be provided for construction excavation/ earthworks for construction projects in the Kingdom for the year 2018 Antiquities Law No. 21 of 1988 Public Security Law No. 38 of 1965 (as amended in 2020) Civil Defense Law No. 18 of 1999 and its amendments The fees are determined in accordance with the Collection of Fees for the Services of the of Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Additional information	The issued occupancy permit is valid for one year

Step 5: obtaining sectoral licenses

Industrial sector

The economic activities in the industrial sector provided through the authorized representatives of the related entities at the Comprehensive Investment Service and according to the National Guide for the Classification of Economic Activities JORSIC are as follows:

- 10 Manufacture of food products
- 11 Beverage making
- 12 Manufacture of tobacco products
- 13 Manufacture of textiles
- 14 Manufacture of clothes
- 15 Manufacture of leather and leather products
- 16 Manufacture of wood, wood products, cork, excluding furniture; manufacture of varieties of straw and plaiting materials
- 17 Manufacture of paper and paper products
- 18 Printing and reproduction of recorded media
- 19 Manufacture of Coke and refined petroleum products
- 20 Manufacture of chemicals and chemical products
- 21 Manufacture of basic pharmaceutical products and pharmaceuticals
- 22 Manufacture of rubber and plastic products
- 23 Manufacture of other nonmetallic minerals products
- 24 Manufacture of basic metals
- 25 Manufacture of wrought metal products, excluding machinery and equipment
- 26 Manufacture of computers, electronic products and optical products
- 27 Manufacture of electrical equipment
- 28 Manufacture of unclassified machinery and equipment
- 29 Manufacture of motor vehicles, trailers and semi-trailers

- 30 Manufacture of other transportation equipment
- 31 Manufacture of furniture
- 32 other manufacturing industries

Note: the prohibited or restricted economic activities (activity name and number) are mentioned in the profile of each activity listed below

Manufacture of food products

Industrial sector			
Service name/ purpose	Application to establish new projects in the food industry Excluding for the production and refining of olive oil (olive press) (104011) a sectoral license is required from the Ministry of Agriculture) Non-automated bakery (107111) closed activity Automatic bakery (107112) closed activity This service is divided into two phases: The site approval phase for a food products project (through the authorized representative at the Comprehensive Investment Service) The production line approval phase (these services are currently provided outside the scope of the Comprehensive Investment Service and are provided directly through the Jordan Food and Drug Administration)		
The relevant entity	Phase one: the Jordan Food and Drug Administration, JFDA, through the authorized representative at the Comprehensive Investment Service Phase two: directly with the Jordan Food and Drug Administration, JFDA	Ministry of Investment website: www.moin.gov.jo Website (JFDA): www.jfda.jo	
Economic activity according to the National Directory of Classification of Economic Activities, JORSIC	Manufacture of food products	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	10
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The land must have a classified regulated land used that is appropriate to the nature or purpose of the intended project For approval of production lines: phase two Readiness of the facility for production lines and for inspection by the Jordan Food and Drug Administration inspectors		
Pre-approvals and prerequisites (if any)	Environmental approval for the proposed site and an environmental permit (an initial or comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		

Required documents	To approve a site for a food production project: phase one Through the authorized representative at the Comprehensive Investment Service A filled in application form requesting an approval to establish a food factory/ plant An environmental approval (issued by the Ministry of Environment/ Environmental Approval Committee) A recent trade register listing all manufacturing purposes compatible with the environmental approval granted to the facility A recent site regulatory plan issued no longer than a year ago (from municipalities or Greater Amman Municipality) showing the regulatory requirements for the parcel Land parcel plan Croquis of the site plan/ building plans (if the building is built) Authenticated lease agreement or land title register (if the applicant owns the site) A vocation license if the licenses were issued before 2012 An official authorization from the relevant stakeholders + a copy of the applicant's proof of identity (if necessary). To approve or add production lines: phase two Apply directly to the Jordan Food and Drug Administration Fill in the approval/ adding application form for production lines A recent trade register that includes the purposes contained in the environmental approval An official authorization from the relevant entities + a copy of the applicant's proof of identity The site approval letter for the facility is issued by the Jordan Food and Drug Administration (phase one) A vocation license for those establishments existing prior to 2020 and excluded from the site approval letters Letters of approval of previous production lines (if additional production lines are requested) A recent vocation license Technical consultation letter for the product profile issued by the Jordan Food and Drug Administration Trademark registration certificate approved by the Ministry of Industry, Trade and Supply Filling in a food product description profile/ card Approvals for packaging materials (approval of packaging materials as food contact material) Approvals for food additives (additives such as flavors, coloring and preservatives. etc., if applicable) Approvals for special foods (for products classified as special foods) Manufacturing agreement if the manufacturing will take place in another factory under an agreement Rodent and insect control contract/ drawings showing the distribution of traps for insects and rodents (if necessary)
The forms used	Application form requesting the approval for establishing a food factory/ plant Application form for the approval/ addition of production lines

Procedures / action steps	To approve a site for a food manufacturing project: phase one Through the authorized representative at the Comprehensive Investment Service The applicant (the investor or his/ her authorized representative) fills out the required form and delivers the application to the relevant JFDA employee after filling out the data and checking that all the necessary requirements and documents are complete The collected fees are determined based on the Food Control Fee Regulation approved by the Jordan Food and Drug Administration and the application is transferred to the JFDA Bureau (Diwan) for registration The application is received by the relevant JFDA employee for checking and the preparation of a site approval letter for the new food manufacturing project upon approval of the procedures and the approval letter is duly issued To approve or add production lines: phase two Directly through the Jordan Food and Drug Administration After the site approval is issued, the applicant (the investor or his/ her authorized representative) fills in the required form and submits the application to the relevant JFDA employee upon filling in the required data and checking that all the requirements and documents necessary to complete the application are fulfilled Fees are collected according to the Jordan Food and Drug Administration approved Food Control Fees Regulation with the application then transferred to the Bureau (Diwan) for registration After registration, the relevant JFDA employee receives the application and checks it and if it is approved, a site inspection assessing the health situation is coordinated for Assessment of production lines for validation or addition purposes is in accordance with health inspection procedures for food factories and plants for licensing purposes Samples of factory products are collected (from the trial production) after the facility has met the health requirements according to the field visit results The appropriate letter of approval/ addition of production lines is issued (after checking the application and assuring the validity of the experimental production)
Fees	JOD 100 for an application requesting an approval for a food factory/ plant site according to the Food Control Fees Regulation applicable to the establishment JOD 100 for each production line upon inspection and assessment of the facility production lines
Required duration	To approve a site for a food project: phase one Two working days from the date of submission of the completed application documents in compliance with terms and conditions and the payment of the fees To approve production lines: phase two Two weeks from the date of submission of a completed application with the documents attached provided that the samples taken have passed the laboratory tests (proven viability of the food product)
The final output	Issuance of a site approval letter for the new food product facility Issuance of a production line/ adding production lines approval letter

Relevant legislation	Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection of Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Food Law No. 30 of 2015 Food Control Fees Regulation No. 58 and its amendments of 2008 Guide to Good Manufacturing Practices for Food (Good Manufacturing Practice, GMP, In Food) issued by the Board of Directors of the JFDA at meeting No. 39, dated 29/12/2015 Instructions for the transportation, storage and display of food items for the year 2011 published in the Official Gazette No. 5092 dated 16/5/2011 Relevant instructions issued by the Jordan Food and Drug Administration General health provisions for licensing factories and plants published in the Official Gazette No. 4075 dated 16/10/1995 Jordanian Technical Rule No. 493/ 2003 specific to health requirements- general rules for food hygiene Jordanian Technical Rule No. 1716/2006 – Food Safety Management Systems- requirements for any facility in the food production chain
Additional information	After the facility receives a site approval letter from the Jordan Food and Drug Administration, the production permit (phase two) must be obtained as described above. It is prohibited to practice any industrial activity that is not listed among the permitted activities in the attached environmental approval In accordance with the provisions of Chapter Five of the Investment Environment Law, the relevant government entities will review their legislation so that transactions related to the Comprehensive Investment Service are completed within a period not exceeding 15 working days from the date of receipt of the application that is complete and in compliance with all the requirements

Production and refining of olive oil (olive press)

This service is currently provided outside the scope of the Comprehensive Investment Service and the application is made directly and in person through the relevant entities.

Industrial sector			
Service name / purpose	Olive oil production and refining (Olive Press) - includes the processes of pressing, oil production and bottling		
The relevant entity	Ministry of Agriculture/ Olives Directorate	The website: www.moa.gov.jo	
Economic activity according to the National Directory of Classification of Economic Activities, JORSIC	Production and refining of olive oil (olive press)	Economic activity according to the National Directory of Classification of Economic Activities, JORSIC	104011
Conditions for obtaining the service	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial Please refer to the instructions regarding the licensing of the establishment and operation of the Olive Press No. k/10 of 2021 To view more provisions – please click on the Regulation Here		
Pre-approvals and prerequisites (if any)	Approval of the Environmental Approvals Committee Environmental approval for the site and an environmental permit (an initial or comprehensive environmental impact assessment study is needed) according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments Approval of the Ministry of Water and Irrigation Approval of the Jordan Food and Drug Administration		

Required documents	Documents required to establish an olive press for the first time: Submit a request letter to establish and operate an olive press Certificate of registration(trade register?) from the Companies Control Department at the Ministry of Industry, Trade and Supply Chamber of Industry membership certificate General Syndicate of Contemporary Owners of Jordanian Olive Producers membership certificate A recent land title register for the land parcel the olive press is intended to be established on A recent land plan for the land parcel the olive press is intended to be established on Cadastral site coordinates provided by the Department of Lands and Survey A recent site regulatory plan for the land parcel the olive press is intended to be established on A lease for a period of at least ten years if the land is rented Engineering drawings authenticated according to the regulatory planning provisions A vocation license from Greater Amman Municipality or the relevant entity An initial economic feasibility study for the establishment of an olive press in the area, submitted by the applicant Documents required to operate an olive press for the first time: An authenticated croquis drawing and the site cadastral coordinates of the olive press drawn up by a licensed surveyor The catalogs of the production line/lines to be installed, indicating their type and production capacity, accompanied by a certificate from the manufacturer indicating the parts of the olive press lines (piston and separator) and that they are new (not used) or a letter from the General Syndicate of Contemporary Owners of Jordanian Olive Producers indicating the efficiency of production lines and presses An occupancy permit from Greater Amman Municipality or the relevant municipality or entity A vocation license from the Greater Amman Municipality or the relevant entity Registration certificate (trade register?) from the Companies Control Department at the Ministry of Industry, Trade and Supply A building permit
Forms	Request letter form requesting the establishment and licensing A license form Site visit report form
Procedures/ action steps	A request letter submitted by the person concerned to the public services desk The request is transferred to the Olive Directorate The submitted documents are studied by the committee members and a report is written on their compliance with applicable provisions and legislation A site visit is conducted by the relevant committee The applicant is informed of the committee decision to approve/ reject and if an approval to establish the project is granted, it is valid for one year and extendable for a further year upon a committee review of its current state
Fees	JOD 25
Required duration	Two months
The final output	A license to establish and operate an olive press, or the investor/ farmer is informed of the missing information or procedures that need to be completed
Relevant legislation	Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection of Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Agriculture Law No. 13 of 2015 and its amendments Instructions for licensing and operating Olive Presses No. k/10 of 2021 Agricultural Services Fee Decision No. k/9 of 2015 and its amendments The provisions for granting the placement of foreign workers and the approved holdings tables/ lists, in accordance with the Minister of Agriculture letter No. 10/7/20/10852 dated 23/9/2021 and in coordination with the Ministry of Labor

Additional information	These procedures -the sectoral license apply also to the following trade activities: Import and export of nitrogen and phosphate fertilizers (461030) Wholesale trade of fertilizers and agrochemical products (466901) Retail trade of flowers, natural and artificial plants and agricultural materials (477332) In accordance with the provisions of Chapter Five of the Investment Environment Law, the relevant government entities will review their legislation so that transactions related to the Comprehensive Investment Service are completed within a period not exceeding 15 working days from the date of receipt of the application that is complete and in compliance with all the requirements
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Industrial sector			
Service name/ purpose	Manufacture of carbonated (non-alcoholic) beverages, energy beverages, malt and flavored beverages and the production and bottling of water With the exclusion of the production and bottling of water (11042) these activities require a sectoral license from the Directorate of Environmental Health/ Ministry of Health) This service is divided into two phases: The approval phase of a site for a food product project (through the authorized representative at the Comprehensive Investment Service) The approval of production lines phase (these services are currently provided outside the scope of the Comprehensive Investment Service and are provided directly to the Jordan Food and Drug Administration		
The relevant entity	Phase one: through the Jordan Food and Drug Administration, through their authorized representative at the Comprehensive Investment Service Phase two: directly through the Jordan Food and Drug Administration	Ministry of investment website: www.moin.gov.jo Website (JFDA): www.jfda.jo	
Economic activity The Activity according to the National Directory of Classification of Economic Activities	Manufacturing of beverages (Non-alcoholic)	Activity number according to the National Directory of Classification of Economic Activities	11
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The land must have a classified regulated land used that is appropriate to the nature or purpose of the intended project For approval of production lines: phase two The facility must be ready for production lines and for inspection by the Jordan Food and Drug Administration		
Pre-approvals and prerequisites (if any)	Environmental approval for the site and an environmental permit (an initial or comprehensive environmental impact assessment study is needed) according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		

Required documents	To approve a site for a food product project: phase one Through the authorized representative at the Comprehensive Investment Service Fill out the application form for an approval to establish a food factory/plant An environmental approval (issued by the Ministry of Environment/ Environmental Approvals Committee) A recent trade register listing all manufacturing purposes compatible with the environmental approval secured for the facility A recent land parcel site regulatory plan issued no longer than a year to date (from municipalities or Greater Amman Municipality) showing the land use classification and land parcel regulations Land parcel plan Croquis site plan/ building drawings (if the building is built already) An authenticated lease agreement or the land title register (if the site is owned by the applicant) Official authorization from the relevant stakeholders + a copy of the applicant's proof of identity (if necessary) For approval of production lines: phase two Directly through the Jordan Food and Drug Administration Fill in the approval / addition of production lines application form A recent trade register whereby it includes the purposes mentioned in the environmental approval for the facility An official authorization from the relevant entities + a copy of the applicant's ID The site approval letter for the facility issued by the Jordan Food and Drug Administration (phase one) A vocation license for those establishments existing prior to 2020 and are excluded from providing the site approval letters Letters of approval of previous production lines (if the request is to add new production lines) A recent vocation license The technical consultation letter for the product profile issued by the Jordan Food and Drug Administration. Trademark registration certificate approved by the Ministry of Industry, Trade and Supply Filling in a food product description profile/ card Approvals for packaging materials (approval of packaging materials as a contact material for food) Approvals for food additives (additives such as flavors, coloring and preservatives. etc., if applicable) Approvals for special foods (if the product is classified as a special food) Manufacturing agreement in cases where manufacturing in another factory under an agreement Rodent and insect control contract/ drawings showing the distribution of traps for insects and rodents (if necessary).
The forms used	Application form for approval of the establishment of a food factory/ plant Application form for the approval/ addition of production lines

Procedure / action steps	To approve a site for a food project: phase one Through the authorized representative at the Comprehensive Investment Service The applicant (the investor or his/ her authorized representative) fills in and signs an approval application form for the food project accompanied by the required documents Fees are collected in accordance with the Food Control Fees Regulation and the application is then transferred to the JFDA Bureau (Diwan) for registration The application is received by the relevant JFDA employee who checks it and a site approval letter is prepared for the new food establishment upon approval of the procedures and the approval letter is duly issued For approval of production lines: phase two Directly through Jordan Food and Drug Administration After the site approval is issued, the applicant (the investor or his/ her authorized representative) fills in the required form and submits the application to the relevant JFDA employee upon filling in the required data and checking that all the requirements and documents necessary to complete the application are fulfilled Fees are collected according to the Jordan Food and Drug Administration approved Food Control Fees Regulation with the application then transferred to the Bureau (Diwan) for registration After registration, the relevant JFDA employee receives the application and checks it and if it is approved, a site inspection assessing the health situation is coordinated for Assessment of production lines for validation or addition purposes is in accordance with health inspection procedures for food factories and plants for licensing purposes Samples of factory products are collected (from the trial production) after the facility has met the health requirements according to the field visit results The appropriate letter of approval/ addition of production lines is issued (after checking the application and assuring the validity of the experimental production)
Fees	JOD 100 fees for the approval of a food site/ factory or plant, in accordance with the Jordan Food and Administration approved Food Control Fees Regulation JOD 100 for each production line upon conducting a site visit and assessment of the facility production lines
Required duration	To approve a site for a food product project: phase one Two working days from the date of submission of the completed application documents in compliance with terms and conditions and the payment of the fees For approval of production lines: phase two Two weeks from the date of submission of the application and the documents are completed and provided that the samples from the trial production have passed laboratory testing (proving the validity of the food product)
The final output	Issuance of a site approval letter for the new food facility Issuance of a letter of approval of production lines/ addition production lines

Relevant legislation	Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Food Law No. 30 of 2015. Food Control Fees Regulation No. 58 of 2008 and its amendments. Guide to Good Manufacturing Practices in food (Good Manufacturing Practice in Food, GMP) issued by the Board of Directors of the JFDA at its 39th meeting dated 29/12/2015. Instructions for the transportation, storage and display of food items for the year 2011 published in the Official Gazette No. 5092 dated 16/5/2011. General health provisions for licensing factories and plants published in the Official Gazette No. 4075 dated 16/10/1995. Jordan Technical Rule No. 493/ 2003 specific to health provisions-general rules for food hygiene Jordan Technical Rule No. 1716/2006 –food safety management systems-requirements for any facility in the food chain. The relevant instructions issued by the Jordan Food and Drug Administration.
Additional information	After the facility receives a site approval from the Jordan Food and Drug Administration, the production permit (phase two) must be obtained as described above No industrial activity is allowed that is not listed in the attached environmental approval In accordance with the provisions of Chapter Five of the Investment Environment Law, the relevant government entities will review their legislation so that transactions related to the Comprehensive Investment Service are completed within a period not exceeding 15 working days from the date of receipt of the application that is complete and in compliance with all the requirements

Industrial sector		
Service name / purpose	Manufacture of beverages (alcoholic) Distillation, manufacturing, refining and mixing of spirits and alcoholic beverages, winemaking, manufacturing alcoholic beverages from barley and malt drinks This service is divided into two phases: The approval phase of a site for a food product project (through the authorized representative at the Comprehensive Investment Service) The approval phase of production lines (these services are currently provided outside the scope of the Comprehensive Investment Service and are provided directly through the Jordan Food and Drug Administration)	
The relevant entity	The Ministry of Interior through the authorized representative at the Comprehensive Investment Service	The website: www.moi.gov.jo
	Phase one: the Jordan Food and Drug Administration, through the authorized representative at the Comprehensive Investment Service Phase two: directly through the Jordan Food and Drug Administration	Ministry of Investment website: www.moin.gov.jo Website (JFDA): www.jfda.jo

Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of beverages (Alcoholic)	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	11
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The land must have a classified regulated land used that is appropriate to the nature or purpose of the intended project For approval of production lines: phase two Readiness of the facility for production lines and for inspection by inspectors of the Jordan Food and Drug Administration		
Pre-approvals and prerequisites (if any)	Approval of the Ministry of Interior Approval of the Environmental Approvals Committee Environmental approval for the site and an environmental permit (initial environmental impact assessment study is needed here), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		

Required documents	For the approval of the Ministry of Interior Certificate of good conduct A recent trade register whereby it includes the purposes mentioned in the environmental approval for the facility A copy of the passport A filled in details form/ personal data statement Account statement showing financial solvency To approve a site for a food product project: phase one Through the authorized representative at the Comprehensive Investment Service Fill in the approval application form for the establishment of a food factory / laboratory Approval of the Ministry of Interior Environmental approval (issued by the Ministry of Environment/ Environmental Approvals Committee) A recent trade register that lists all the manufacturing purposes that should also be compatible with the environmental approval of the facility A recent land parcel site regulatory plan issued no longer than a year to date (from municipalities or Greater Amman Municipality). Land parcel site plan Croquis site plan/ building drawings (if the building is already built) Authenticated lease agreement or land title register (if the land is owned by the investor) An official authorization from the relevant stakeholders + a copy of the applicant's proof of identity (if necessary). For approval of production lines: phase two Directly through the Jordan Food and Drug Administration Fill in the approval/ add production lines application form A recent trade register whereby it includes the purposes mentioned in the environmental approval for the facility An official authorization from the relevant entities + a copy of the applicant's proof of identity. The site approval letter for the facility is issued by the Jordan Food and Drug Administration (phase one) A vocation license for establishments existing before 2020 and excluded from site approval letters Letters of approval of previous production lines (if the request is to add new production lines) A recent vocation license Technical consultation letter for the issued product profile from the Jordan Food and Drug Administration, JFDA. A trademark registration certificate approved by the Ministry of Industry, trade and Supply Filling in a food product description profile (food product description card). Approvals of packaging materials (approval of packaging materials as a contact material for food). Approvals for food additives (additives such as flavors, coloring and preservatives. etc., if applicable) Approvals for special foods (if the product is classified as a special food). Manufacturing agreement in the case of manufacturing in another factory under an agreement. Rodent and insect control contract/ insects and rodents trap distribution drawings (if necessary).
The forms used	Application form for approval of the establishment of a food factory/ plant. Application form for approval/ addition of production lines

Procedures/ action steps	For approval of the Ministry of Interior Filling out an application for the manufacture of alcoholic beverages with the authorized representative of the Ministry of Interior at the Comprehensive Investment Service The authorized representative sends letters to the relevant entities Issuing the final approval or rejection from the Ministry of Interior To approve a site for a food product project: phase one Through the authorized representative of the Comprehensive Investment Service The applicant (the investor or his/ her authorized representative) fills in the required form and delivers the application to the relevant JFDA employee after filling in the data and making sure that all the requirements and documents necessary for the completion of the application are completed Fees are collected in accordance with the Food Control Fees Regulation and the application is transferred to the Jordan Food and Drug Administration Bureau (Diwan) for registration The application is received after its registration by the relevant JFDA employee who checks it and a site approval letter is prepared for the new food establishment upon approval of the procedures and the approval letter is duly issued For approval of production lines: phase two Directly through the Jordan Food and Drug Administration After the site approval is issued, the applicant (the investor or his/ her authorized representative) fills in the required form and submits the application to the relevant JFDA employee upon filling in the required data and checking that all the requirements and documents necessary to complete the application are fulfilled Fees are collected according to the Jordan Food and Drug Administration approved Food Control Fees Regulation with the application then transferred to the Bureau (Diwan) for registration After registration, the relevant JFDA employee receives the application and checks it and if it is approved, a site inspection assessing the health situation is coordinated for Assessment of production lines for validation or addition purposes is in accordance with health inspection procedures for food factories and plants for licensing purposes Samples of factory products are collected (from the trial production) after the facility has met the health requirements according to the field visit results The appropriate letter of approval/ addition of production lines is issued (after checking the application and assuring the validity of the experimental production)
Fees	JOD 100 fees for the approval of a food site/ factory or plant in accordance with the Jordan Food and Drug Administration approved Food Control Fees Regulation JOD 100 for each production line upon conducting a site visit and assessment of the facility production lines
Required duration	For an approval from the Ministry of Interior: 5 working days To approve a site for a food product project: phase one Two working days from the date of submission of the completed application documents in compliance with terms and conditions and the payment of the fees For approval of production lines: phase two Two weeks from the date of submission of the application, the documents are completed and provided that the experimental samples have passed laboratory testing (proving the validity of the food product)
The final output	Issuance of a site approval letter for the new food facility Issuance of a letter of approval of production lines/ addition of production lines

Relevant legislation	Companies Law No. 22 of 1997 and its amendments Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection for Development Activities for the year 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Food Law No. 30 of 2015 Food Control Fees Regulation No. 58 of 2008 and its amendments Guide to Good Manufacturing Practices in food Good Manufacturing Practice in Food, GMP, issued by the Board of Directors of the Jordan Food and Drug Administration at its 39th meeting dated 29/12/2015 Instructions for the transportation, storage and display of food items for the year 2011 published in the Official Gazette No. 5092 dated 16/5/2011 General health provisions for licensing factories and plants published in the Official Gazette No. 4075 dated 16/10/1995. Jordan Technical Rule No. 493/ 2003 specific to health provisions-general rules for food hygiene Jordan Technical Rule No. 1716/2006 –food safety management systems-requirements for any facility in the food chain. The relevant instructions issued by the Jordan Food and Drug Administration.
Additional information	The practice of any industrial activity that is not listed among the permitted activities within the attached environmental approval is not allowed The granted site approval is not a substitute for the letter of approval of production lines In accordance with the provisions of Chapter Five of the Investment Environment Law, the relevant government entities will review their legislation so that transactions related to the Comprehensive Investment Service are completed within a period not exceeding 15 working days from the date of receipt of the application that is complete and in compliance with all the requirements

Manufacture of tobacco products

Industrial sector			
Service name/ purpose	Tobacco products industry Making cigarettes, manufacturing and packing shisha molasses and shisha tobacco of all kinds, manufacturing tobacco substitute products		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of tobacco products	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	12
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required		
Additional information	The tobacco products industry is suspended based on the Cabinet Decision expressed in the Prime Ministry letter No 13/ 16/ 2/ 22812 dated 25/9/2018, that included the suspension of investment approvals in the field of tobacco, cigarettes and shisha molasses industry until further notice		

Manufacture of textiles

Industrial sector			
Service name / purpose	The manufacture of textiles, spinning and weaving, the manufacture of threads and fabrics, blankets, curtains, flags, banners, rugs, carpets, ropes, nets, and traditional male headdress.		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of Textiles	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	13
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial An environmental approval for the site is required and an environmental permit (an initial or comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Additional information			

Manufacture of clothes

Industrial sector			
Service name / purpose	Manufacture of clothes. sportswear, uniforms, tailoring, sewing and knitting clothes to order (sewing business), making clothes from knitwear, crochet, embroideries.		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacturing of clothes	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	14
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required		
Additional information			

Manufacture of leather and leather products

Industrial sector			
Service name / purpose	Manufacture of leather and its products, tanning and priming of leather; manufacture of luggage bags, handbags, saddles and reins; priming and dyeing of fur, cobblery		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of leather and leather products	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	15
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (an initial or comprehensive environmental impact assessment study is needed), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Additional information			

Manufacture of wood, wood products, cork, excluding furniture; manufacturing varieties of straw and plaiting materials

Industrial sector			
Service name / purpose	The manufacture of wood, cork and its products, chips from wood veneer and planks made of wood, carpentry products necessary for construction work, wooden vessels, wooden shoe molds, wooden windows shutters, wooden frames, artificial firewood, varieties of cork varieties, straw and plaiting materials.		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of wood, wood products, cork, excluding furniture; manufacture of straw items and plaiting materials	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	16
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required		
Additional information			

Manufacture of paper and paper products

Industrial sector			
Service name / purpose	Manufacture of paper and paper products, making paper pastes and paper sheets, cardboard (corrugated paper), cardboard and cardboard containers, sanitary paper products, paper stationery products, copy paper and ready-to-use carbon paper of various sizes and manufacturing wallpaper. Excluding for the manufacture of plates, cups, paper and cardboard trays (170920) (requires a sectoral license from the Jordan Food and Drug Administration, JFDA)		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of paper and paper products	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	17
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit (an initial or comprehensive environmental impact assessment study is needed), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Additional information			

Industrial sector			
Service name/ purpose	Manufacture of food contact packaging products, paper and cardboard plates, cups, trays and plastic Application for an approval to establish a factory/ plant for the manufacture of packaging materials intended for contact with food (paper, cardboard and plastic) This service is divided into two phases: The site approval for a food product project phase (through the authorized representative at the Comprehensive Investment Service) The approval of production lines phase (these services are currently provided outside the scope of the Comprehensive Investment Service and are provided directly through the Jordan Food and Drug Administration)		
The relevant entity	Phase one: the Jordan Food and Drug Administration through the authorized representative at the Comprehensive Investment Service Phase two: directly through the Jordan Food and Drug Administration	Ministry of investment website: www.moin.gov.jo Website (JFDA): www.jfda.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of paper and cardboard plates, cups, trays	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	170920
			222021
			222022
			222023
			222051
	Manufacture of plastic bags (contact with food)		
	Manufacture of plastic packaging products (contact with food)		
	Manufacture of plastic containers and bottles (contact with food)		
	Manufacture of disposable plastic utensils for food and tableware		
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The land must have a classified regulated land used that is appropriate to the nature or purpose of the intended project For approval of production lines: phase two Readiness of the facility for production lines and for inspection by the Jordan Food and Drug Administration inspectors		
Pre-approvals and prerequisites (if any)	Environmental approval of the site and an environmental permit (required to conduct an initial environmental impact assessment study), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		

Required documents	To approve a site for a food project: phase one Through the authorized representative at the Comprehensive Investment Service Fill in the application form for approval of the establishment of a food factory/ plant. Environmental approval (issued by the Ministry of Environment/ Environmental Approvals Committee). A recent trade register that includes all manufacturing purposes and is compatible with the environmental approval of the facility. A recent site regulatory plan issued no more than a year prior to the submission of the application (from the municipalities or Greater Amman Municipality) showing the land use classification and regulations Land parcel plan A croquis of the site/ construction drawings (if the building already exists) Authenticated lease agreement or land title register (if the land is owned by the investor) An official authorization from the relevant stakeholders + a copy of the applicant's proof of identity (if necessary) For approval of production lines: phase two Directly through the Jordan Food and Drug Administration, JFDA Fill in the approval/ add production lines application form An official authorization from the relevant entities + a copy of the applicant's proof of identity (if necessary) The site approval letter for the facility is issued by the Jordan Food and Drug Administration (phase one) A list of raw materials used in production Jordan Food and Drug Administration approval of raw materials or local purchase invoices A list of equipment and machines used in production (if necessary) The brand of products The flow chart of the production process (production steps according to the principles of good manufacturing methods and the HACCP system)
The forms used	Application form for approval of the establishment of a food factory/plant Application form for approval/ addition of production lines

Procedures/ action steps	To approve a site for a food project: phase one Through the authorized representative at the Comprehensive Investment Service The applicant (the investor or his/ her authorized representative) fills in the required form and delivers the application to the relevant JFDA employee after filling in the data and making sure that all the requirements and documents necessary for the application are complete Fees are collected in accordance with the Food Control Fees Regulation and the application is then transferred to the JFDA Bureau (Diwan) for registration The application is received by the relevant JFDA employee who checks it and a site approval letter is prepared for the new food establishment upon approval of the procedures and the approval letter is duly issued For approval of production lines: phase two Directly through the Jordan Food and Drug Administration The applicant (the investor or his/ her authorized representative) fills in the required form and delivers the application to the relevant JFDA employee after filling in the data and making sure that all the requirements and documents necessary for the completion of the transaction are completed Fees are collected in accordance with the Food Control Fees Regulation and the application is transferred to the JFDA Bureau (Diwan) for registration The application is received by the relevant JFDA employee who checks it and if approved a site visit is coordinated for assessing the health situation Assessment of production lines in order to allow the operation of production lines for a filling and packaging plant (production readiness) A letter of approval of production lines by the relevant JFDA employee is prepared and duly issued
Fees	JOD 100 fees for the approval of a food site/ factory or plant, based on the JFDA adopted Food Control Fees Regulation JOD 100 for each production line upon conducting a site visit and assessment of the facility production lines
Required duration	To approve a site for a food project: phase one Two working days from the date of submission of the completed transaction documents, compliance with requirements and the payment of fees For approval of production lines: phase two Two weeks from the date of submission of the completed application documents.
The final output	Issuing a site approval letter for the new food facility (manufacturing of packaging products intended for contact with food) Issuing a letter of approval/ adding of production lines.
Relevant legislation	Companies Law No. 22 of 1997 and its amendments Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection for Development Activities for the year 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Food Law No. 30 of 2015. Food Control Fees Regulation No. 58 of 2008 and its amendments Guide to Good Manufacturing Practices in food (Good Manufacturing Practice in Food, GMP) issued by the Board of Directors of the JFDA at its 39th meeting dated 29/12/201. Instructions for the transportation, storage and display of food items for the year 2011 published in the Official Gazette No. 5092 dated 16/5/2011 General health provisions for licensing factories and plants published in the Official Gazette No. 4075 dated 16/10/1995 Jordan Technical Rule No. 493/ 2003 specific to health provisions-general rules for food hygiene Jordanian Technical Rule No. 1716/2006 –food safety management systems-requirements for any facility in the food chain The relevant instructions issued by the Jordan Food and Drug Administration.

Additional information	The practice of any industrial activity that is not listed among the permitted activities within the attached environmental approval is not allowed The granted site approval is not a substitute for the production lines letter of approval In accordance with the provisions of Chapter Five of the Investment Environment Law, the relevant government entities will review their legislation so that transactions related to the Comprehensive Investment Service are completed within a period not exceeding 15 working days from the date of receipt of the application that is complete and in compliance with all the requirements
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3. Printing and reproduction of recorded media

Industrial sector			
Service name/ purpose	Printing of books, magazines, periodicals, specialized magazines, maps, atlases, textbooks, brochures, calendars, advertisements, cards including printing posters, information flyers, wedding cards, printing promotional materials (on non-paper materials), preparation of plates and templates for stamps (stamp/ seal making), typesetting, electronic processing of printing, Braille printing services, other printing services activities, copying (reproduction) of pre-recorded audio recordings, reproduction of computer software, reproduction of other recorded media activities.		
Pre-registration approvals	Preparation of plates and molds for stamps/ seals (manufacture of seals 181140/ require a noncriminal record certificate		
Economic activity according to the National Directory of Classification of Economic Activities	Printing and reproduction of recorded media	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	18
Special conditions	Please refer to Annex1, which contains the requirements for the selection of sites for development activities. Land use classification: Industrial The approval of the Environmental Approvals Committee is required An environmental approval for the site and an environmental permit is required (an initial or comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Additional information			

Manufacture of Coke and refined petroleum products

Industrial sector		
Service name / purpose	The activities of making Coke coal furnace products (production of solid fuels), petroleum refinery activities (production of fuels), oil production from oil shale, manufacture of petroleum lubricants and greases, manufacture of road covering materials and oils from petroleum, manufacture of other petroleum products (manufacture of white alcohol, petroleum jelly, petroleum waxes such as paraffin wax, petroleum gelatin, unprocessed biodiesel in oil refineries and manufacture of petroleum products for petrochemical industries), manufacture of briquettes of hard coal and lignite fuel briquettes.	
Pre-registration approvals	Manufacture of Coke coal furnace products (solid fuel production) 191000/ approval from the Ministry of Interior is required	
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of Coke and refined petroleum products	Activity number according to the National Directory of Classification of Economic Activities, JORSIC 19
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required An environmental approval for the site and an environmental permit (an initial or a comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments	
Additional information		

Industrial sector			
Service name/ purpose	The manufacture of chemicals and chemical products, the manufacture of nitrogenous compounds, plastics and synthetic rubbers in primary forms, the production of industrial or medical inorganic gases, the manufacture of plastics and synthetic rubbers in their primary forms, the manufacture of sterilizers and antiseptics, the manufacture of paints, varnishes and similar coatings and pastes, the manufacture of soaps and detergents, cleaning and polishing preparations, perfumes and cosmetics, the manufacture of natural essential oils, the manufacture of engine and machine fluids and writing inks. Excluding for the manufacture of fertilizers (nitrogen and phosphate) (201210) (requires a sectoral license from the Ministry of Agriculture) Excluding for the manufacture of pesticides and agricultural chemical products (2021) (requires a sectoral license from the Ministry of Agriculture) The following activities need the approval of the Ministry of Interior Manufacture of explosives and pyrotechnic products 20291 Manufacturing of industrial gases 20111 Manufacture of inorganic chemicals 201130 Manufacture of basic organic chemicals 201140 Enrichment of uranium and thorium ore and production of fuel elements for nuclear reactors 201171 Manufacture of radioactive materials 201172 Manufacture of other basic chemicals 201190 Manufacture of nitrogenous products 201220 Manufacture of cellulose and its chemical derivatives 201340 Manufacture of raw glycerol 202313 Manufacture of explosive materials and pyrotechnic products 202911 Manufacture of fireworks 202912 Manufacture of explosives and other pyrotechnic products 202919 Manufacture of other chemical products 202990		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of chemicals and chemical products	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	20
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required An environmental approval for the site and an environmental permit (an initial or a comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Additional information			

Industrial sector			
Service name/ purpose	Manufacture of fertilizers (nitrogen and phosphate) - such as pure nitrogen, phosphate, potash or compound fertilizers; manufacture of urea, phosphate salts and natural potash.		
The relevant entity	Ministry of Agriculture / Directorate of Lands and Irrigation (the Ministry of Agriculture authorized representative at the Comprehensive Investment Service)	The website: www.moa.gov.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of fertilizers (nitrogen and phosphate)	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	201210
Conditions for obtaining the service	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial Please refer to the instructions for registration, production, import, analysis and sale of agricultural fertilizers and plant growth organizations No. k/6 of 2021 To view more provisions – please click on the Regulation Here		
Approvals and prerequisites (if any)	Approval of the Environmental Approvals Committee A site approval and an environmental permit are both needed (an initial or comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Required documents	A letter from the applicant requesting a license for the production of agricultural fertilizers Certificate of registration (trade register?) from the Companies Control Department at the Ministry of Industry, Trade and Supply A membership certificate from the Agricultural Materials Traders & Producers Association of Jordan A vocation license from the Greater Amman Municipality, the relevant municipality or entity (Jordan Industrial Estates Corporation, JIEC) Certificate of analysis issued by a laboratory accredited by the Ministry (National Center for Agricultural Research, Royal Scientific Society, University of Jordan laboratories) Certificate of analysis of heavy elements for solid organic fertilizers Certificate that the fertilizer is free from bacteria, fungi and pest pathogens, a certificate of components of the finished product composition Technical bulletin Proposed sticker Letter of appointment of a qualified production manager		
The forms used	Production license application request form Agricultural fertilizer production permit form Site visit report form		
Procedures/ action steps	Registration of the request form/ letter with the authorized representative of the Ministry of Agriculture at the Comprehensive Investment Service Coordination with the Licensing and Registration of Fertilizer Production Committee to check the documents needed for the site visit Issuance of the site visit report and recommendations by the committee		
Fees	JOD 60		
Required duration	5 – 7 days		

The final output	A license to produce agricultural fertilizers, or informing the investor or farmer of the existence of missing information/ documents or that some procedures need to be completed
Relevant legislation	Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection for Development Activities for the year 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Agriculture Law No. 13 of 2015 and its amendments Instructions for provisions of registration, production, import, analysis and sale of agricultural fertilizers and plant growth regulators No. k/ 6 of 2012 Agricultural Services Fee Decision and amendments No. k/ 9 of 2015 The provisions for granting the placement of foreign workers and the approved holdings tables/ lists, in accordance with the Minister of Agriculture letter No. 10/7/20/10852 dated 23/9/2021 and in coordination with the Ministry of Labor
Additional information	These procedures - the sectoral license apply also to the following trade activities: Import and export of nitrogen and phosphate fertilizers (461030) Wholesale trade of fertilizers and agrochemical products (466901) Retail trade of flowers, natural and artificial plants and agricultural materials (477332)

Industrial sector		
Service name / purpose	Manufacture of pesticides, other agricultural chemical products, sterilizers, and disinfectants	
The relevant entity	Ministry of Agriculture/ Directorate of Prevention and Plant Health/ Pesticides Registration Department (authorized representative at the Comprehensive Investment Service)	The website: www.moa.gov.jo
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of insecticides, rodenticides, grass and fungicides	Activity number according to the National Directory of Classification of Economic Activities, JORSIC
		202110
		202120
		202130
		202190
	Manufacture of sterilizers and disinfectants for agricultural and non-agricultural uses	
	Manufacture of growth regulators and fertilizers and anti-flowering products	
	Manufacture of other agrochemical products not classified elsewhere	
Conditions for obtaining the service	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial Please see the instructions for registration, production, import, analysis and sale of agricultural fertilizers and plant growth regulators No. k/6 of 2021 To view more provisions – please click on the Regulation Here Please view the instructions for registration, manufacture, processing, import, trade and handling of pesticides No. k/ 7 of 2021 To view more provisions – please click on the Regulation Here	
Approvals and prerequisites (if any)	Approval from the Environmental Approvals Committee A site environmental approval and an environmental permit (an initial or comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments	
Required documents	A letter requesting a license for the production of agricultural fertilizers Certificate of registration (trade register?) from the Companies Control Department at the Ministry of Industry, Trade and Supply A membership certificate from the Agricultural Materials Traders & Producers Association of Jordan A vocation license from Greater Amman Municipality, the relevant municipality or entity (Jordan Industrial Estates Corporation, JIEC) Certificate of analysis issued by a laboratory accredited by the Ministry (National Center for Agricultural Research, Royal Scientific Society, University of Jordan laboratories). Technical sheet Proposed sticker Letter of appointment of a production manager with an academic qualification	

The forms used	Production license request form Application form for the production of agricultural fertilizers /or pesticides permit Site visit report form
Procedures/ action steps	Registration of the request form/ letter with the authorized representative of the Ministry of Agriculture at the Comprehensive Investment Service Coordination with the Licensing and Registration of Fertilizer Production Committee to check the documents needed for a site visit Issuance of the site visit report and recommendations by the committee
Fees	JOD 60 - for agricultural fertilizer factories JOD 300- for agricultural pesticide factories
Required duration	5 – 7 days
The final output	License for the production of fertilizers and agricultural growth regulators, or agricultural pesticides; informing the investor or farmer of the existence of missing information/ documents or procedures that need to be completed
Relevant legislation	Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection for Development Activities for the year 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Agriculture Law No. 13 of 2015 and its amendments Instructions for provisions of registration, production, import, analysis and sale of agricultural fertilizers and plant growth regulators No. k/ 6 of 2012 Agricultural Services Fee Decision and amendments No. k / 9 of 2015 The provisions for granting the employment of foreign workers and the tables/ lists of holdings approved by the Minister of Agriculture letter No. 10/7/20/10852 dated 23/9/2021 in coordination with the Ministry of Labor
Additional information	These procedures-the sectoral license apply also to the following trade activities: Import and export of nitrogen and phosphate fertilizers 461030 Wholesale trading of fertilizers and agricultural chemical products 466901 Retail trade of flowers and natural and artificial plants 477332

Industrial sector			
Service name/ purpose	Application for a license for pharmaceutical factories		
The relevant entity	Jordan Food and Drug Administration	The website: www.jfda.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of basic pharmaceutical products and pharmaceutical preparations	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	21
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Compliance with the environmental conditions mentioned in Article No. 6 of the Pharmaceutical Factories Licensing Regulation No. 11 of 2016. Compliance with the construction provisions for a factory or manufacturing plant according to Article No. 7 of the Pharmaceutical Factories Licensing Regulation No. 11 of 2016 Land use classification: Industrial The land must have a classified regulated land used that is appropriate to the nature or purpose of the intended project		
Pre- approvals and prerequisites (if any)	Obtain an initial approval from the relevant planning regulatory committee to allow using the land or building for industrial purposes for locations outside the boundaries of planned zoned regulated areas An approval from the Environmental Approvals Committee is required An environmental site approval and an environmental permit (an initial environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		

Required documents	Fill out a pharmaceutical factory license application form with the following documents attached: An official letter by the factory owner or the authorized representative requesting the licensing of the pharmaceutical factory Authenticated lease agreement or land title register Regulatory site plan for the land parcel (issued by Greater Amman Municipality or the relevant municipality) The proposed building area plan for the buildings provided by the company (a proposed building plan/ drawing showing the proposed area and the distribution of the factory's different sections). The company's registration certificate issued by the Ministry of Industry, Trade and Supply showing the company's purposes, including the manufacture of medication for human consumption. Provisional approval from the relevant planning regulatory committee to allow the use of the land or building for industrial purposes (issued by Greater Amman Municipality, the Ministry of Local Administration, free zones, or the entity relevant to the requested factory location). The cadastral coordinates of the land parcel issued by the Department of Lands and Survey. A land parcel plan issued by the Department of Lands and Survey. A croquis plan showing the proposed location of the land parcel on which the proposed factory will be built, issued by a licensed surveyor
The forms used	Pharmaceutical factory license application form (Annex 1 of the Instructions for Licensing Pharmaceutical Factories for the year 2018)

Procedures/ action steps	The applicant (the investor or his/ her authorized representative) fills in the application form for a pharmaceutical factory license, attached with the required documents, and submits it to the Directorate of Medicine – the Department of Drug Control and Inspection The application is transferred to the Pharmaceutical Factories Licensing Committee for review of the submitted documents and to verify that the conditions set out in Article 6 of the Pharmaceutical Factories Licensing and Fee Regulation of the year 2016 If the site does not comply with the requirements, the committee submits its recommendations not to approve the factory license to the Director General If the site complies with the requirements, the committee submits its recommendation to conduct the first site inspection of the factory site to verify its compliance with the provisions and forms a team from among its members to conduct the inspection in accordance with the instructions for Licensing Pharmaceutical Factories for the year 2018 After the initial inspection and verification of the fulfillment of the conditions, an initial approval is issued by the committee for the establishment of the factory Upon completion of the construction of the factory, the owner or his/ her authorized representative submits a request to the Directorate to conduct a second inspection, and this is submitted to the committee The second inspection is carried out by a team of members of the Factories Licensing Committee to verify that the Pharmaceutical Factories Licensing Regulation provisions are met The investor pays the fees according to Instructions for Licensing Pharmaceutical Factories, 2018 The committee submits its recommendations regarding the application meeting the conditions and provisions, to the Director General within 14 days from the date the second site visit is conducted The Director General submits his recommendation on the license application to the Chairman of the Board of Directors (Minister of Health) for the appropriate decision to be made, provided that this decision is issued within 30 days from the date of the site visit Note: (After the pharmaceutical factory has obtained a license certificate, the factory must comply with submitting the manufacturing main site file (Site Master File) according to the requirements outlined in the Pharmaceutical Manufacturing Site Approval, Re-evaluation and Cancellation Principles of 2016 to the Directorate of Medicine for the approval of the production line locations accompanied by the submission of the drug registration file (CTD File) for the same line under review to be approved and alongside the file of the manufacturing site in order to obtain the drug registration certificate (1.ف.د) before it is circulated in the local market, in accordance with the requirements of the Drug Registration Principles of 2015 and its amendments)
Fees	JOD 500 upon submitting an application for the establishment and licensing of a pharmaceutical factory JOD 4000 is paid upon granting a license to establish a pharmaceutical factory
Required duration	The first site visit/ inspection: Initial approval: within 15 working days from the date of the first site visit The second site visit: The committee submits its recommendations on eligible license applications to the Director General within 14 days from the date of the second site visit The Director General submits his recommendation on the license application to the Chairman of the Board of Directors (Minister of Health) for the appropriate decision to be made, provided that this decision is issued within 30 days from the date of site visit
The final output	A license certificate for a pharmaceutical factory

Relevant legislation	Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 The Regulation for Licensing Pharmaceutical Factories and the Fees to be Collected, 2016. Instructions for licensing pharmaceutical factories, 2018. Pharmaceutical Manufacturing Site Approval, Re-evaluation and Cancellation Principles of 2016
Additional information	The construction of the factory must be completed within a period not exceeding three years from the date of obtaining the building permit, unless a decision is issued by the Director General extending this period for a similar period based upon a justified request by the factory owner and a recommendation from the committee In accordance with the provisions of Chapter Five of the Investment Environment Law, the relevant government entities will review their legislation so that transactions related to the Comprehensive Investment Service are completed within a period not exceeding 15 working days from the date of receipt of the application that is complete and in compliance with all the requirements

Manufacture of rubber and plastic products

Industrial sector			
Service name / purpose	Manufacture of rubber and plastic products, tires, pipes, hoses, plastic sheets, bags, packaging products, packages, flasks, polystyrene, construction supplies and plastic household items Activities that require a sectoral license from Jordan Food and Drug Administration Manufacture of plastic bags (food contact) 222021 Manufacture of plastic packaging products (food contact) 222022 Manufacture of plastic containers and bottles (food contact) 222023 Manufacture of disposable plastic utensils for food and table 222051		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of rubber and plastic products	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	22
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (an initial or comprehensive environmental impact assessment study is required) , according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Additional information			

Manufacture of other non-metallic mineral products

Industrial sector			
Service name/ purpose	Manufacture of non-metallic mineral products (glass, ceramics, cement) Cutting, shaping and polishing stones (stone saw) 239610 closed activity Cutting and sawing marble and granite 239630 closed activity		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of other non-metallic mineral products	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	23
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (an initial or comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Additional information	According to the Cabinet Resolution No. 14416 dated 2016/3/12 concerning the extension of Resolution No. 835 containing "approval of a number of measures to regulate the work of the cement sector in the Kingdom", in Item 18 related to cement factories, the work of the cement sector has been regulated and primarily the registration, licensing or establishment of new cement factories and mills or the expansion of existing ones has been stopped, to reduce the surplus in cement production, therefore, the Directorate of Industrial Development at the Ministry of Industry, Trade and Supply should be consulted where there is a desire to invest in this sector so that a meeting of the relevant cement committee is held and the submitted application is duly considered		

Manufacture of basic metals

Industrial sector			
Service name/ purpose	The manufacture of primary iron and steel, the manufacture of wires, pipes and tubes of iron and steel, the production and purification of precious metals (except gold), the production of primary copper, the production of lead, zinc and tin, metal casting. The following activities need the approval of the Ministry of Interior Gold production and purification 242011 Production and purification of precious metals (except gold) 242012 Precious metal casting 242013		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of basic metals	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	24
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (an initial or comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Additional information			

Manufacture of wrought metal products, excluding machinery and equipment

Industrial sector			
Service name/ purpose	Manufacture of structural metal products, tanks, storage tanks, steam generators, manufacture of synthetic, industrial and construction metal structures, manufacture of metal tanks and containers, metal processing and metal coating, manufacture of metal cutting tools, hand tools and general tools The following activities need the approval of the Ministry of Interior Manufacture of special equipment for nuclear reactors (except radioisotope separators) 251320 (also requires the approval of the Energy and Minerals Regulatory Authority) Manufacture of heavy weaponry (military equipment) 252010 Manufacture of light weaponry 252020 Manufacture of ammunition 252030 The following activities require a noncriminal record certificate: Manufacture of locks, keys and metal hinges 259306		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of wrought metal products, excluding machinery and equipment Excluding the manufacture of weapons and ammunition (252)	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	25
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (an initial or comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Additional information			

Manufacture of computers, electronic and optical products

Industrial sector			
Service name/ purpose	Manufacture of computers, electronic and optical products, boards, computer supplements, smart boards, wireless and mobile phones, alarms, radios and televisions, watches, electrotherapeutic medical devices, magnetic and optical media The following activities need a noncriminal record certificate: ATM and card reader industry 262030 Manufacture of switchboards of all kinds 263011 Manufacture of wireless and mobile phones and their equipment 263012 Manufacture of fixed telephones, fax and answering machines 263013 Manufacture of digital communication network equipment 263014 Manufacture of telephone sets and other communication networks 263019 Manufacture of radio and television broadcasting devices 263021 Manufacture of wireless control devices (remote control) 263022 Manufacture of surveillance and alarm systems and devices 263030 Manufacture of other communication equipment 263090 Manufacture of measuring, testing and monitoring equipment for natural phenomena and atmospheric monitoring 265101 Manufacture of detection, search and location positioning and area calculation equipment 265103 Manufacture of guidance for navigation and aviation 265104 Manufacture of meters (for measuring liquids or distances) 265105 The following activities need the approval of the Ministry of Interior: Manufacture of testing and monitoring equipment in security agencies 265107 Manufacture of other measuring and control devices 265109		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of computers, electronic and optical products	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	26
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required		
Additional information			

Manufacture of electrical equipment

Industrial sector			
Service name/ purpose	Manufacture of electrical and thermal appliances, lighting equipment and batteries The following activities need a noncriminal record certificate of: Manufacture of bells, door opening and closing devices, sirens 279001		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of electrical equipment	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	27
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial In cases of manufacturing: The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (an initial or comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments In the case of assembly plants/ factories, a comprehensive environmental impact assessment is not required		
Additional information			

Manufacture of machinery and equipment (not classified)

Industrial sector			
Service name/ purpose	Manufacture of machinery, engines, turbines, generators, pumps, heating and air conditioning units, furnaces, elevators, trucks and trailers, cranes, office machinery and equipment, hand tools, agricultural equipment, machines for mining, construction and construction operations, food processing machines in factories, textile and sewing machines The following activities need the approval of the Ministry of Interior: Manufacture of money counting machines and check writing machines 281713 Manufacture of multi-purpose machines (others) 281990 Manufacture of machines used in the manufacture of metals (metallurgy): machines and equipment for hot metal handling and rolling 282300 Manufacture of machines for the preparation of tobacco and cigarettes 282523 The following activities need a noncriminal record certificate: Making machines and tools for forming and manufacturing metals and their parts 282200		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of unclassified machinery and equipment	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	28
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (an initial or comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Additional information			

Manufacture of motor vehicles, trailers and semi-trailers

Industrial sector			
Service name/ purpose	Manufacture of motor vehicles, trailers and semi-trailer vehicles, manufacture and assembly of vehicle bodies, manufacture of shipping containers, armor plating of vehicles and cars, manufacture of mechanical parts and electrical and electronic equipment of motor vehicles		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of motor vehicles, trailers and semi-trailers	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	29
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (an initial or comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Additional information			

Manufacture of other transportation equipment

Industrial sector			
Service name/ purpose	Manufacturing other transportation equipment/ building ships and boats, building air and space vehicles, combat vehicles for military, motorcycles and bicycles, wheelchairs, strollers and other types of vehicles The following activities need the approval of the Ministry of Interior: Aircraft manufacturing 303001 Manufacture of aircraft engines and engine parts 303002 Manufacture of spare parts for aircraft and other auxiliary equipment 303003 Manufacture of ground equipment for flight training 303004 Manufacture of spacecraft, guided missiles, rocket propulsion units and spacecraft 303005 Manufacture of aircraft and other space vehicles 303009 Manufacture of military combat vehicles 304000		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of other transportation equipment	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	30
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (an initial or comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Additional information			

Manufacture of furniture

Industrial sector			
Service name/ purpose	Manufacture of home, office and kitchen furniture from wood, metal, plastic, bamboo and others		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Manufacture of furniture	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	31
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (an initial or comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments In cases where only painting operations are conducted: An approval and an environmental permit (a comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Additional information			

Other manufacturing industries

Industrial sector			
Service name/ purpose	Manufacture of imitation jewelry and related items, making musical instruments and accessories, making sports tools and devices, making toys and dolls, manufacture of medical supplies and consumables, dental equipment and tools, making personal safety and protective products, making painter tools, pens and seals, making rain umbrellas and sun umbrellas, making educational aids, making smoking supplies, making wigs and eyelashes, making brushes, brooms and mops, making artificial flowers and plants, making coffins and caskets, making candles The following activities need the approval of the Ministry of Interior: Making jewelry from precious metals 321110 The following activities need a noncriminal record certificate: Manufacture of silverware, tools and products of precious metals (except precious stones and jewelry) 321120 Making imitation jewelry ornaments and related items 321200 Manufacture of personal safety and protection products 329010		
Pre-registration approvals	None		
Economic activity according to the National Directory of Classification of Economic Activities	Other manufacturing industries	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	32
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (an initial or comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Additional information			

Industrial sector			
Service name/ purpose	Making jewelry from precious metals To include polishing and shaping processes for diamonds, pearls and precious stones. The works include workshops and smelting operations for gold, platinum and silver, and operations of painting ornaments with precious metals. Jewelry making includes diamonds, pearls and precious stones. It includes the manufacture of some watch parts such as the minute hands and digits of the watch from gold, precious metals and others		
The relevant entity	The Ministry of Interior through the authorized representative at the Comprehensive Investment Service	The website: www.moi.gov.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Making jewelry from precious metals	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	321110
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Industrial		
Preapprovals and prerequisites (if any)	Approval from the Ministry of Interior Approval from the Central Bank of Jordan The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (an initial or comprehensive environmental impact assessment study is required), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments		
Required documents	A copy of the approval of the central bank Personal identification document (copy of passport) Trade registration certificate indicating the authorized signatories Filling out the personal data form Account statement showing financial solvency		
The forms used	Jewelry and precious metals industry license application form Personal data disclosure form		
Procedures/ action steps	The applicant (the investor or his/ her authorized representative) fills out the application form for the license to manufacture jewelry and precious metals and submits it to the authorized representative of the Ministry of Interior at the Comprehensive Investment Service. The authorized representative addresses the relevant entities The decision is issued with final approval or rejection		
Fees	None		
Required duration	5 working days		
The final output	Issuing a site approval letter for the new facility		
Relevant legislation	Companies Law No. 22 of 1997 and its amendments Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020		
Additional information			

Tourism sector

Hotel facility

This service is currently provided outside the scope of the Comprehensive Investment Service and the application is made in person directly to the relevant entities.

Tourism sector			
Service name/ purpose	Licensing of a hotel facility To include hotels, tourist resorts, hotel suites, hotel apartments, hostels, motels, guest houses. It includes farms, detached houses and residential apartments in shared real estate properties that provide accommodation and are furnished and equipped to receive and accommodate guests. Also included are tourist camps and floating hotels on water (include tourist and non-tourist).		
The relevant entity	Ministry of Tourism and Antiquities (authorized representative at the Comprehensive Investment Service)	The website: www.mota.gov.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Hotel facility	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	551010
Special conditions	Applying the standards and specifications for hotel establishments issued under Article 12 of the Tourist Restaurants and Rest Houses Regulation No. 6 of 1996 and its amendments and Article 13 of the Hotel and Tourist Establishments Regulations No. 7 of 1997 and its amendments -for instructions Click Here Approval from the Initial Approvals Committee is required		
Pre-approvals and prerequisites (if any)	Approval from the Ministry of Tourism and Antiquities		
Required documents	A valid land parcel plan A valid land site regulatory plan Initial architectural plans for the project A duly authenticated land title register or lease agreement Trade register showing hotel establishment among its purposes, Trade name or trademark certificate		
The forms used	Application form for licensing and classification of a hotel facility		

Procedures/ action steps	The procedures for licensing a hotel facility includes two phases: Obtaining an initial approval from the Ministry of Tourism and Antiquities Classification of the facility upon completion of construction and equipping it Initial approval phase The investor completes the application for an approval of a hotel establishment at the authorized representative of tourism for investment affairs at the Comprehensive Investment Service The application is reviewed by the relevant Directorate at the Ministry and a project site visit is conducted The relevant planning regulatory entity is contacted to study the project from a planning regulation viewpoint The site visit report, the required documents and the approval of planning regulator are submitted to the Tourism Committee to grant an initial approval (valid for two years and extendable for a similar period only) for the establishment and equipping of the project Facility classification phase Upon completing the equipping and furnishing of the facility and securing all the necessary final approvals, the investor informs the Ministry in writing of the completion of these approvals and requests a site visit towards obtaining a final license The Classification Committee at the Ministry of Tourism visits the facility site and prepares a detailed report to be presented to the Tourism Committee for approval and signature and informs the investor in writing of the approval of the classification The investor duly pays the fees in accordance with facility category and receives a payment receipt If the investor wishes to object to the classification decision, he/ she submits an objection request within 15 days to date of the decision issuance Issuance of the final classification Classification requirements: Membership and subscription to the Jordan Hotels Association Membership and subscription to the Jordan Tourism Board for three-star hotel establishments and higher The electronic linkage of hotels of all categories with the Ministry through the dedicated program A valid insurance policy covering risks, accidents and civil liability of the facility visitors Clearance certificate from the Social Security Corporation
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Fees	Ministry of Tourism classification fees: 5-star hotel JOD 500 4-star hotel JOD 400 3-star hotel JOD 300 2-star hotel JOD 200 1-star hotel JOD 100																																																								
	Membership and subscription fees for the Jordan Hotel Association																																																								
	<table><tr><th>Member</th><th>Category</th><th>Registration fee for the first time JOD</th><th>Annual subscription fee JOD</th></tr><tr><td>The hotel</td><td>5-star</td><td>6250</td><td>15 per room</td></tr><tr><td></td><td>4-star</td><td>5000</td><td>12 per room</td></tr><tr><td></td><td>3-star</td><td>3750</td><td>9 per room</td></tr><tr><td></td><td>2-star</td><td>2500</td><td>6 per room</td></tr><tr><td></td><td>1-star</td><td>1250</td><td>4 per room</td></tr><tr><td></td><td>Non-tourist</td><td>625</td><td>2 per room</td></tr><tr><td>Hotel apartments, hostels, motels</td><td>A</td><td>3750</td><td>9 per room</td></tr><tr><td></td><td>B</td><td>2500</td><td>6 per room</td></tr><tr><td></td><td>C</td><td>1250</td><td>3 per room</td></tr><tr><td>Tourist camp</td><td>-</td><td>1250</td><td>150 per camp</td></tr><tr><td>Guest houses</td><td>A</td><td>500</td><td>250 per house</td></tr><tr><td></td><td>B</td><td>400</td><td>200 per house</td></tr><tr><td></td><td>C</td><td>300</td><td>150 per house</td></tr></table>	Member	Category	Registration fee for the first time JOD	Annual subscription fee JOD	The hotel	5-star	6250	15 per room		4-star	5000	12 per room		3-star	3750	9 per room		2-star	2500	6 per room		1-star	1250	4 per room		Non-tourist	625	2 per room	Hotel apartments, hostels, motels	A	3750	9 per room		B	2500	6 per room		C	1250	3 per room	Tourist camp	-	1250	150 per camp	Guest houses	A	500	250 per house		B	400	200 per house		C	300	150 per house
	Member	Category	Registration fee for the first time JOD	Annual subscription fee JOD																																																					
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	Guest houses	A	500	250 per house																																																					
	B	400	200 per house																																																						
	C	300	150 per house																																																						
Membership and subscription fees for the Jordan Tourism Board																																																									
JOD 500 one-time membership fee JOD 1000 annual subscription fee for the active member JOD 500 annual subscription fee for the supporting member The annual subscription fee is paid during February of each year whereby a part of the year is considered a full year and the full fee is charged accordingly																																																									
Required duration	Two years, extendable for another two years only (the period granted for the construction and equipping of the project)																																																								
The final output	Tourist hotel license with classification																																																								
Relevant legislation	Tourism Law No. 20 of 1988 and its amendments Hotel and Tourist Establishments Regulation No. 7 of 1997and its amendments Jordan Tourist Restaurants Regulation No. 32 of 2018 Instructions for hotel and tourist establishments, restaurants, tourist rest houses, nightclubs and the professional duties of 1999 The amended Jordan Hotel Association Regulation No. 5 of 2020																																																								
Additional information	In accordance with the provisions of Chapter Five of the Investment Environment Law, the relevant government entities will review their legislation so that transactions related to the Comprehensive Investment Service are completed within a period not exceeding 15 working days from the date of receipt of the application that is complete and in compliance with all the requirements																																																								

Amusement and recreation cities

This service is currently provided outside the scope of the Comprehensive Investment Service and the application is made directly and in person through the relevant entities.

Tourism sector			
Service name/ purpose	Licensing of amusement and recreation cities Amusement and recreation cities include indoor and outdoor, water games and other games, performances and characters, and include an amusement park that operates various games/ rides such as carts and mechanical trains. This applies to tourist and non-tourist cities		
The relevant entity	Ministry of Tourism and Antiquities (the authorized representative at the Comprehensive Investment Service)	The website: www.mota.gov.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Amusement and recreation cities	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	932101
Conditions for obtaining the service	Compliance with the standards and specifications for amusement and recreation cities issued under the Jordanian Tourist Restaurants Law No. 32 of 2018		
Pre-approvals and prerequisites (if any)	Approval of the Ministry of Tourism and Antiquities		
Required documents	A valid land parcel plan A valid land parcel site regulatory plan Initial architectural plans of the project A duly authenticated land title register or lease agreement Trade register showing among its purposes (amusement and recreation city) Trade name or trademark certificate		
The forms used	Application form for licensing and classification of the entertainment and recreation city		

Procedures/ action steps	The licensing procedure for tourist amusement parks and recreation cities includes two phases: Obtaining an initial approval from the Ministry of Tourism and Antiquities Classification of the facility after completion of construction and equipping Initial approval phase The investor fills out the application requesting an approval of the establishment of an amusement and recreation city and submits it to the authorized representative of Tourism for Investment Affairs at the Comprehensive Investment Service The application is reviewed by the relevant Directorate at the Ministry and a site visit is conducted The relevant planning regulatory entity is contacted to study the project from a planning regulation viewpoint The site visit report, required documents and the regulatory approval are presented to the Tourism Committee to grant an initial approval for the establishment and equipping of the project Facility classification phase Upon completing the equipping and furnishing of the facility and securing all necessary final approvals, the investor informs the Ministry in writing of the project completion of these approvals and requests a site visit towards obtaining a final license The Classification Committee at the Ministry of Tourism visits the facility site and prepares a detailed report to be presented to the Tourism Committee for approval and signature and informs the investor in writing of the approval of the classification The investor duly pays the fees in accordance with facility category and receives a payment receipt If the investor wishes to object to the classification decision, he/ she submits an objection request within 15 days from the date of its issuance The final classification is issued Classification requirements: Membership and subscription to the Jordan Restaurant Association The statistical form specific to the facility purpose is obtained from the Directorate of Tourist Information and Statistics The electronic linkage of hotels of all categories with the Ministry through the dedicated program A valid insurance policy covering risks, accidents and civil liability of the facility visitors Clearance certificate from the Social Security Corporation																		
Fees	Ministry of Tourism classification fees: <table><tr><th>Category and degree of classification</th><th>Issuing a license for the first time JOD</th><th>License renewal JOD</th></tr><tr><td>Internal</td><td>800</td><td>160</td></tr><tr><td>External</td><td>1200</td><td>240</td></tr></table> Membership fees and subscriptions to the Jordan Restaurant Association <table><tr><th>Category and degree of classification</th><th>Membership fee JOD</th><th>Subscription fee JOD</th></tr><tr><td>Internal</td><td>750</td><td>300</td></tr><tr><td>External</td><td>1125</td><td>450</td></tr></table>	Category and degree of classification	Issuing a license for the first time JOD	License renewal JOD	Internal	800	160	External	1200	240	Category and degree of classification	Membership fee JOD	Subscription fee JOD	Internal	750	300	External	1125	450
Category and degree of classification	Issuing a license for the first time JOD	License renewal JOD																	
Internal	800	160																	
External	1200	240																	
Category and degree of classification	Membership fee JOD	Subscription fee JOD																	
Internal	750	300																	
External	1125	450																	
Required duration	There is no fixed duration																		
The final output	License for a tourist city of an amusement and recreation city																		

Relevant legislation	Tourism Law No. 20 of 1988 and its amendments Jordan Tourist Restaurants Regulation No. 32 of 2018 Jordan Restaurant Association Regulation No. 33 of 2018 Instructions for hotel and tourist establishments, restaurants, tourist rest houses, nightclubs and professional duties of 1999
Additional information	In accordance with the provisions of Chapter Five of the Investment Environment Law, the relevant government entities will review their legislation so that transactions related to the Comprehensive Investment Service are completed within a period not exceeding 15 working days from the date of receipt of the application that is complete and in compliance with all the requirements

Tourist restaurant

This service is currently provided outside the scope of the Comprehensive Investment Service and the application is made directly and in person through the relevant entities.

Tourism sector			
Service name / purpose	Licensing a tourist restaurant		
The relevant entity	Ministry of Tourism and Antiquities (authorized representative at the Comprehensive Investment Service)	The website: www.mota.gov.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Tourist restaurant	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	561015
Conditions for obtaining the service	Standards and specifications for amusement and recreation cities apply		
Pre-approvals and prerequisites (if any)	None		
Required documents	A valid land parcel plan A valid land parcel site regulatory plan Initial architectural plans of the project A duly authenticated land title register or lease agreement Trade register showing (tourist restaurant) among its purposes is Trade name or trademark certificate		
The forms used	Tourist restaurant license and classification application form		

Procedures/ action steps	The licensing procedure for tourist amusement parks and recreation cities includes two phases: Obtaining an initial approval from the Ministry of Tourism and Antiquities Classification of the facility after completion of construction and equipping Initial approval phase The investor fills out the application requesting an approval of the establishment of an amusement and recreation city and submits it to the authorized representative of Tourism for Investment Affairs at the Comprehensive Investment Service The application is reviewed by the relevant Directorate at the Ministry and a site visit is conducted The relevant planning regulatory entity is contacted to study the project from a planning regulation viewpoint The site visit report, required documents and the regulatory approval are presented to the Tourism Committee to grant an initial approval for the establishment and equipping of the project Facility classification phase Upon completing the equipping and furnishing of the facility and securing all necessary final approvals, the investor informs the Ministry in writing of the project completion of these approvals and requests a site visit towards obtaining a final license The Classification Committee at the Ministry of Tourism visits the facility site and prepares a detailed report to be presented to the Tourism Committee for approval and signature and informs the investor in writing of the approval of the classification The investor duly pays the fees in accordance with facility category and receives a payment receipt If the investor wishes to object to the classification decision, he/ she submits an objection request within 15 days from the date of its issuance The final classification is issued Classification requirements: Membership and subscription to the Jordan Restaurant Association The statistical form specific to the facility purpose is obtained from the Directorate of Tourist Information and Statistics The electronic linkage of hotels of all categories with the Ministry through the dedicated program A valid insurance policy covering risks, accidents and civil liability of the facility visitors Clearance certificate from the Social Security Corporation
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Fees	Ministry of Tourism classification fees:		
	Category and degree of classification	Issuing a license for the first time JOD	License renewal JOD
	1- star	100	100
	2- star	150	150
	3- star	200	200
	4- star	300	300
	5- star	400	400
	Membership fees and subscription in the Jordan Restaurant Association:		
	Category	Category and degree of classification	Affiliation fee JOD
	Tourist restaurant	1-star	225
		2-star	300
		3-star	450
		4- star	600
		5- star	750
	Coffee shop	1-star	225
		2-star	300
		3-star	450
	Fast food or express service	1-star	300
		2-star	450
		3- star	600
	Nightclub	1- star	900
		2- stars	1125
		3-stars	1500
	Tourist parks	450	375
	Disco or bar	1- star	900
		2- star	900
		3- star	900
	Tourist amusement and recreation cities	Internal	750
		External	1125
	The association will collect half of the above-mentioned membership fees, if the tourist restaurant is registered outside the capital Amman		
Required duration	None		
The final output	Tourist restaurant license		
Relevant legislation	Tourism Law No. 20 of 1988 and its amendments Jordan Tourist Restaurant Regulation No. 32 of 2018 Jordan Restaurants Association Regulation No. 33 of 2018 Instructions for hotel and tourist establishments, restaurants, tourist rest houses, nightclubs and professional duties for the year 1999		

Additional information	In accordance with the provisions of Chapter Five of the Investment Environment Law, the relevant government entities will review their legislation so that transactions related to the Comprehensive Investment Service are completed within a period not exceeding 15 working days from the date of receipt of the application that is complete and in compliance with all the requirements
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Agriculture and livestock sector

Establishment and licensing of breeding and hatching of chicken farms

Agriculture and livestock sector			
Service name/ purpose	Establishment and licensing of breeding and hatching of chicken farms Raise chickens and operate chicken hatcheries		
The relevant entity	Ministry of Agriculture (authorized representative at the Comprehensive Investment Service)	The website: www.moa.gov.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Breeding and hatching of chicken	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	014601
Conditions for obtaining the service	For chicken farms, the land on which the farms are located must be outside the boundaries of the planned zoned regulated areas of Greater Amman Municipality and municipalities or, have an agricultural land use classification For chicken hatcheries, the land on which the hatchery is located must be outside the boundaries of the planned zoned regulated areas of Greater Amman Municipality and municipalities or have an agricultural land use classification It is permissible to establish a hatchery within the boundaries of the land on which a chicken farm is located, provided that the hatchery is at least fifty meters away from the nearest chicken breeding facility, so that it is completely separated from the breeding facility and with an entrance independent from the farm entrance It is prohibited to establish a chicken farm or a hatchery unless it is 300 meters away from the nearest licensed facility for breeding egg-laying or broiler chickens or a hatchery, or 600 meters from the nearest licensed facility for breeding of mother hens The area of the land on which the farm is to be established must not be less than four Dunums (4,000 m²) and its regulated land use should allow for establishing a farm on it The owner of the farm may establish another farm for breeding chicken of another type, provided that they are separated by a distance of at least 100m and the two farms are separated To view more conditions – please click to see the Regulation Here		
Pre-approvals and prerequisites (if any)	Approval of the Ministry of Agriculture The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (a comprehensive environmental impact assessment study is needed), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments (50,000 birds and above)		
Required documents	A request letter for the establishment and licensing of a chicken farm License application form Land title register or authenticated lease agreement Land parcel plan Registration certificate (trade register?) from the Ministry of Industry, Trade and Supply An environmental approval A vocation license A certificate of practicing a profession from the relevant trade union if necessary Land parcel site regulatory plan		
The forms used	A request for establishing and licensing a chicken breeding farm License form Site visit report form		

Procedures/ action steps	Registration of the request letter with the authorized representative of the Ministry at the Comprehensive Investment Service Coordination with the Licensing Committee, registration and control of chicken farms and hatcheries for a site visit Issuance of the site visit report and recommendations by the committee
Fees	JOD 10
Required duration	5 – 7 days
The final output	A chicken farm license or informing the investor or farmer of the existence of missing information, documents or procedures that must be completed
Relevant legislation	Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Agriculture Law No. 13 of 2015 and its amendments Instructions for licensing and regulating breeding of chicken and hatcheries No. k/ 5 of 2018 and its amendments Agricultural Services Fee Resolution and amendments No. k/ 9 of 2015 The conditions for granting the placement of foreign workers and the approved holding schedules according to the His Excellency the Minister of Agriculture letter No. 10/7/20/10852 dated 23/9/2021 and in coordination with the Ministry of Labor
Additional information	

Establishment and licensing of breeding of cattle farms

Agriculture and livestock sector			
Service name / purpose	Establishment and licensing of a cattle breeding farm		
The relevant entity	Ministry of Agriculture (authorized representative at the Comprehensive Investment Service)	The website: www.moa.gov.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Breeding of cattle	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	014101
Conditions for obtaining the service	The land on which the farm is built must be outside the boundaries of the planned zoned regulated areas of Greater Amman Municipality and municipal councils and otherwise it must have an agricultural land use classification The area of the land on which the farm is to be established must not be less than 3 Dunums (3,000m²) and be of a regulated land use that allows for the establishment of the farm on it The owner of a cattle breeding farm may establish and license a farm for breeding other types of animals and poultry on the same site regardless of the distance between one farm and the other provided that they are separated Cattle farms can be licensed for both milk production and fattening purposes To view more conditions – please click on the Regulation Here		
Pre-approvals and prerequisites (if any)	Approval of the Ministry of Agriculture The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (a comprehensive environmental impact assessment study is needed), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments (100 head and above)		
Required documents	A letter requesting the establishment and licensing of a cattle breeding farm License form Land title register or authenticated lease agreement Land parcel plan Registration certificate from the Ministry of Industry, Trade and Supply An environmental approval A vocation license A certificate of practicing a profession from the relevant trade union if necessary Land parcel site regulatory plan		
The forms used	A request form/ letter License form Site visit report form		
Procedures / action steps	Registration of the request letter with the authorized representative of the Ministry at the Comprehensive Investment Service Coordination with the Licensing, Registration and Control Committee of cattle farms for a site visit Issuance of the site visit report and recommendations by the committee		
Fees	JOD 10		
Required duration	5 – 7 days		

The final output	A cattle breeding farm license or informing the investor or farmer of the existence of missing information or documents or procedures that must be completed
Relevant legislation	Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Agriculture Law No. 13 of 2015 and its amendments Instructions for licensing and regulating breeding of cattle farms No. k/ 15 of 2018 and its amendments Agricultural Services Fee Resolution and amendments No. k/ 9 of 2015 The conditions for granting the placement of foreign workers and the approved holding schedules according to the His Excellency the Minister of Agriculture letter No. 10/7/20/10852 dated 23/9/2021 and in coordination with the Ministry of Labor
Additional information	

Establishment and licensing breeding of sheep and goat farms

Agriculture and livestock sector			
Service name / purpose	Establishment and licensing of a breeding sheep and goat farms		
The relevant entity	Ministry of Agriculture (Commissioner to the Comprehensive Investment Service)	The website: www.moa.gov.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Breeding of sheep and goats	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	014401
Conditions for obtaining the service	When establishing or licensing sheep and goat breeding farms, the land on which the farm is located must be outside the boundaries of the planned zoned regulated areas in Greater Amman Municipality and municipal councils otherwise it must have an agricultural land use classification It is prohibited to establish a breeding sheep and goat farm unless it is 200 meters from the nearest sheep and cattle farm. The area of the land on which the farm is to be established must not be less than 3.6 Dunums (3,600m²) and the land use classification must allow for the establishment of a breeding of sheep and goat farm The owner of a sheep and goat breeding farm may establish and license a farm for breeding other types of animals and poultry on the same site regardless of the distance between one farm and another provided that they are separated. To see more conditions-please click on the order Here		
Pre-approvals and prerequisites (if any)	Approval of the Ministry of Agriculture The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (a comprehensive environmental impact assessment study is needed), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments (2,000 head and above)		
Required documents	A letter requesting for the establishment and licensing of a breeding of sheep and goat farm License form Land title register or authenticated lease agreement Land parcel plan Registration certificate (trade register?) from the Ministry of Industry, Trade and Supply An environmental approval A vocation license A certificate of practicing a profession from the relevant trade union if necessary Land parcel site regulatory plan		
The forms used	A request form License form Site visit report form		
Procedures/ action steps	Registration of the request letter with the authorized representative of the Ministry at the Comprehensive Investment Service Coordination with the Licensing Committee, registration and control of sheep farming for a site visit Issuance of the site visit report and recommendations by the committee		
Fees	JOD 10		
Required duration	5 – 7 days		

The final output	A breeding of sheep and goat farm license or informing the investor or farmer of the existence of missing information or documents or procedures that must be completed
Relevant legislation	Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Agriculture Law No. 13 of 2015 and its amendments Instructions for licensing and regulating breeding of sheep and goat farms No. k/ 7 of 2017 and its amendments Agricultural Services Fee Resolution No. k/ 9 of 2015 and its amendments The conditions for granting the placement of foreign workers and the approved holding schedules according to the His Excellency the Minister of Agriculture letter No. 10/7/20/10852 dated 23/9/2021 and in coordination with the Ministry of Labor
Additional information	

Agriculture and livestock sector			
Service name / purpose	Establishment and licensing of a fish and aquaculture farm and its products		
The relevant entity	Ministry of Agriculture (authorized representative at the Comprehensive Investment Service)	The website: www.moa.gov.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Aquaculture	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	032
Conditions for obtaining the service	It is prohibited to establish fish and aquaculture farms that annually produce over three varieties of fish before obtaining a license from the Ministry of Agriculture It is prohibited to establish hatcheries for the propagation of fish and aquatic life and trade in them before obtaining prior approval from the Ministry of Agriculture The licensing of fish and aquaculture farms requires the fulfillment of the following conditions: A suitable source of water for fish or aquaculture farms should be available in a quantity sufficient to cover the needs of the farm throughout the year, whereby daily flow rates are no less than 8 cubic meters per dunum (1,000m²) of the submerged area of earth and cement ponds. An exception to this requirement is the aquaponic system and closed culture systems, which ensure water circulation by at least 90% during one production cycle The use of drinking water from official water distribution networks is prohibited and the use of wastewater or treated water for fish and aquaculture is prohibited It is prohibited to establish any aquaculture farm unless its drainage lines are 100 meters from the nearest fish farming water inlet to a nearby farm. The water entry points to the farm must be far enough away from the exit points to prevent contamination of the water used for breeding and emphasis is placed on the establishment of a sedimentation pond for the water drained from the farm. The drainage of farm water should not affect other farms, and the water used on the farm should be drained after treatment The area of the land intended for the establishment of the farm must be no less than 3 Dunums (3,000m²). The land must have a classified regulated land used that is appropriate to the nature or purpose of the intended project. The establishment of farms within the boundaries of Greater Amman Municipality and municipal councils is prohibited, with the exclusion of the Jordan Valley areas. This prohibition does not include fish farming and aquaculture systems that operate according in a closed system, provided that 90% of the water is recycled and reused during one cycle and provided that residential/population settlement areas are not harmed There should be ponds suitable for breeding fish, provided that the height of pond walls is no less than one meter. The farm, pools or ponds should be surrounded by a fence at least two meters high to ensure public safety and prevent the entry of animals The farm should have a special feed store with sufficient space proportionate to the volume of production on the farm, and the necessary sanitary and technical conditions should be met to ensure the prevention of contamination, mold/fungus, damage and spoil of the feed. The feed storage facilities should be well ventilated and protected from insects, rodents and birds and isolated from the storage places of pesticides, chemicals, medicines and any other pollutants The farm should have a special warehouse for medicines, veterinary preparations and disinfectants, whereby veterinary drugs and chemicals are stored in a designated place according to the standards assigned to it and are recorded in a special register showing their types and shelf life There should be a pond/ pool dedicated to quarantine any fish entering the farm with the availability of conditions suitable for breeding The refrigerated pond/ pool or container should be used when harvesting the fish and marketing or selling of fish on the farm; the packaging, tools and containers used in the transportation and marketing of the fish should be made of a material resistant to corrosion and rust and easy to clean To see more conditions-please click on the order Here		

Pre-approvals and prerequisites (if any)	Approval of the Ministry of Agriculture The approval of the Environmental Approvals Committee is required An environmental site approval and an environmental permit are required (a comprehensive environmental impact assessment study is needed), according to the Environmental Classification and Licensing Regulation No. 69 of 2020 and its amendments (for projects with a production capacity of 20t per year or more)
Required documents	A request letter to establish and license a fish or aquaculture farm or their products License form Land title register or authenticated lease agreement Land parcel plan Registration certificate (trade register?) from the Ministry of Industry, Trade and Supply An environmental approval A vocation license A certificate of practicing a profession from the relevant trade union if necessary Land parcel site regulatory plan
The forms used	A request form License form Site visit report form
Procedures/ action steps	Registration of the request letter with the authorized representative of the Ministry at the Comprehensive Investment Service Coordination with the Licensing Committee, registration and control of fish breeding and aquaculture products for a site visit Issuance of the site visit report and recommendations by the committee
Fees	JOD 10
Required duration	5 – 7 days
The final output	A fish and aquaculture farm license or informing the investor or farmer of the existence of missing information or documents or procedures that must be completed
Relevant legislation	Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Agriculture Law No. 13 of 2015 and its amendments Instructions for licensing and regulating fish breeding and aquaculture products No. k/ 7 of 2018 Agricultural Services Fee Resolution No. k/ 9 of 2015 and its amendments The conditions for granting the placement of foreign workers and the approved holding schedules according to the His Excellency the Minister of Agriculture letter No. 10/7/20/10852 dated 23/9/2021 and in coordination with the Ministry of Labor
Additional information	

Activities of packing and grading centers for crop preparation

Agriculture and livestock sector			
Service name / purpose	Establishment and licensing of crop preparation centers for markets, including cleaning, trimming, grading, disinfecting, fruit waxing and others.		
The relevant entity	Ministry of Agriculture/ Directorate of Agricultural Marketing (authorized representative at the Comprehensive Investment Service)	The website: www.moa.gov.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Activities of packing and grading centers to prepare crops	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	016301
Conditions for obtaining the service	Compliance with the Licensing Instructions for Fresh Vegetables and Fruits Grading and Packing Centers No. 43 of 2016 To view the conditions-please click Here		
Pre-approvals and prerequisites (if any)	Approval of the Ministry of Agriculture		
Required documents	A request letter to establish and license a fish or aquaculture farm or its products License form Land title register or authenticated lease agreement Land parcel plan Registration certificate (trade register?) from the Ministry of Industry, Trade and Supply A vocation license Land parcel site regulatory plan		
The forms used	Request letter License form Site visit report form		
Procedures/ action steps	Registration of the request letter with the authorized representative of the Ministry at the Comprehensive Investment Service The coordination with the Licensing Committee for a site visit Issuance of the site visit report and a recommendations by the committee		
Fees	JOD 30 to get the first-time license		
Required duration	3 days		
The final output	License for packing and grading centers for crop preparation		
Relevant legislation	Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment System No. 37 of 2005 Instructions for Site Selection for Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020 Agriculture Law No. 13 of 2015 and its amendments Licensing Instructions for Fresh Vegetables and Fruits Grading and Packing Centers No. 43 of 2016 Instructions for the Regulation and Licensing of Plant Agricultural Activities No. 9 of 2022 Agricultural Services Fee Resolution No. k/ 9 of 2015 and amendments The conditions for granting the placement of foreign workers and the approved holding schedules according to the His Excellency the Minister of Agriculture letter No. 10/7/20/10852 dated 23/9/2021 and in coordination with the Ministry of Labor		
Additional information			

The Health Sector

Private hospital

A private hospital in terms of its medical potential and specialties is divided into the following:

A- General hospital

A general hospital offers patients basic medical specialties, namely gynecological surgery, obstetrics, treatment of internal diseases and pediatric diseases, at a minimum, in addition to the provisions set out in Article 7 of this Regulation, it requires the following: -

It should have a capacity of no less than 40 beds

It should have the equipment necessary to provide basic medical services in accordance with the Instructions issued by the Minister for this purpose

B- Specialized hospital

Specialized hospitals have the medical capability to treat patients in one of the specialties of medicine or dentistry and requires, in addition to the conditions set out in Article 7 of this Regulation, the following: -

It should have a capacity of no less than 20 beds.

It should have the equipment necessary to provide basic medical services in accordance with the instructions issued by the Minister for this purpose.

In general, for the two types of hospitals mentioned, there are a number of general requirements regarding the number of doctors:

The number of Jordanian doctors working in private hospitals must constitute no less than 90% of the total number of doctors working there.

The number of Jordanians working in a private hospital who are not doctors must constitute no less than 80% of the total number of its employees.

The number of Jordanian interns and doctors admitted to residency programs at a private hospital should constitute no less 75 % of the total number of interns and doctors admitted to residency programs at this private hospital.

This service is currently provided outside the scope of the Comprehensive Investment Service and the application is made directly and in person through the relevant entities.

The health sector			
Service name/ purpose	Licensing of hospitals Medical, diagnostic and therapeutic activities in general hospitals and specialized hospital activities in ophthalmology, gynecology, obstetrics, mental health, neurology and other specialties. General Hospital 861010 Specialized hospital 861020		
The relevant entity	Ministry of Health	The website: www.moh.gov.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Hospital activities	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	8610
Conditions for obtaining the service	Those who apply for a private hospital license must be: A doctor/physician or dentist with a license to practice the profession A public institution of public benefit, a trade union or an association in accordance with its legislation in force A company registered with the Companies Control Department		
Pre-approvals and prerequisites (if any)	Approval of the Ministry of Health		

Required documents	The application form requesting approval for the establishment of a private hospital is submitted to the Directorate, accompanied by the following: A valid site regulatory plan Design drawings/ blueprints, provided that the Ministry receives a final copy of these drawings approved by Greater Amman Municipality or the relevant municipality, and the Civil Defense Directorate before the site visit is conducted The company or sole proprietorship registration certificate (trade register) for the establishment requiring a license
The forms used	None
Procedures/ action steps	The application and all the required documents are received at the Department of Licensing of Health Institutions at the Ministry of Health The application is submitted to the Private Hospitals Licensing Committee for referral to the relevant engineer to study the drawings Upon the engineer's approval of the plans, the Committee studies the request for the establishment of a private hospital and submits its recommendations for approval or justified rejection to the Secretary General within one month from the date of receipt of the request The Minister issues the initial approval for the establishment of the private hospital upon the recommendation of the committee if the required conditions are met in accordance with the provisions of this Regulation and the instructions issued pursuant thereto. The Committee grants the initial approval for the establishment of the hospital valid for five years, and the approval is considered canceled if the hospital is not completed in accordance with the provisions of this Regulation during the validity period of the initial approval Upon the completion of the facility construction, a final site visit request is submitted Upon completing the construction and equipping of the facility, the Committee conducts a site visit to ascertain the readiness of the hospital and gives its approval to become operational if it meets the provisions mentioned in the Regulation
Fees	The first-time licensing fee collected by the Ministry for a private hospital is JOD 100 per hospital bed with the license renewed every five years in the amount of JOD 75 per hospital bed provided that the requirements and conditions stipulated in the applicable legislation are complied with. In addition to the above, the fees outlined in the Licensing of Pharmaceutical Institutions Regulation and those detailed in the Private Medical Laboratories Licensing Regulation or any regulation replacing them are as follows: JOD 10 for a license to practice the profession for the technician and assistant categories JOD 25 for a license to practice the profession for the specialist category JOD 100 to license a medical laboratory
Required duration	Five years
The final output	Hospital licensing letter valid for five years
Relevant legislation	Regulation No. 54 of 2014 (Private Hospitals Regulation of 2014) and its amendments The Licensing of Pharmaceutical Institutions Regulation of year 2019
Additional information	In accordance with the provisions of Chapter Five of the Investment Environment Law, the relevant government entities will review their legislation so that transactions related to the Comprehensive Investment Service are completed within a period not exceeding 15 working days from the date of receipt of the application that is complete and in compliance with all the requirements

Specialized medical center

Specialized medical centers are classed according to the Licensing of Clinics and Centers of Medicine Regulation No. 74 of 2014 and its amendments into:

Clinics

General medicine centers, 24-hour service, requiring that the number of doctors working in them is not less than three doctors

A specialized center that provides therapeutic services in a specialized branch of medicine and requires that the number of doctors working in it is not less than two specialty doctors

This service is currently provided outside the scope of the Comprehensive Investment Service and the application is made directly and in person through the relevant entities.

The health sector			
Service name / purpose	Licensing of a specialized medical center Includes a family medicine center, nuclear medicine centers and clinics, therapeutic radiology/ diagnostic activities, radiotherapy and radiology centers.		
The relevant entity	Ministry of Health	The website: www.moh.gov.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Medical clinic (providing individual medical services)	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	862021
			862022
			862023
	Specialized medical center		
	General medicine and 24-hour emergency center		

Conditions for obtaining the service	To license a clinic or center, the minimum area for internal spaces should be as follows: A general medicine clinic and specialty clinic 35m². A specialty center and general medicine center (open 24 hours) 100m². The stipulation in Paragraph (a) above, refers to the minimum area of the clinic itself inclusive of its share of the services area, subsequent to the division of the shared services among the total number of clinics sharing them The number of owners of a specialty center should not be less than one doctor in the same specialty and the minimum number of employees at the center should be two doctors in the same specialty The facility must comply with the necessary health, public safety and occupational safety provisions in accordance with the technical specifications approved by the relevant entities and the governing legislation A specialist doctor may not be a partner in a 24-hour general medicine center The treatment unit listed in the annex of these instructions must be available in each clinic or specialty center, according to the specialty. With the exclusion of associations, educational institutions, higher education institutions and factories, the license applicant must be a doctor and a minimum share of 51% of the capital in the specialty center should be owned by doctors Licensing requirements for mobile clinics: In order to license a mobile clinic to any official entity, charity, international organization, company, educational institution, higher education institution or factory, the following is required: The entity requesting the license must be a duly licensed entity A mobile clinic license application is submitted with the following attached: Approval of the Ministry of Interior Approval of the -Jordan Medical Association Approval of the Driver and Vehicle Licensing Department A visit is conducted to the mobile clinic by the Directorate of Medical Engineering All employees of the mobile clinic must have a license to practice from the Ministry of Health When conducting free medical days or field visits, these must be in coordination with the relevant health affairs directorates and the Jordan Food and Drug Administration, JFDA It is stipulated that all medical services provided are to be free of charge
Pre-approvals and prerequisites (if any)	An approval from the Ministry of Health
Required documents	An authenticated license to practice certificate for partner doctors Trade register A trade name certificate A clearance letter from the Ministry of Health for partner doctors An approval from the -Jordan Medical Association for the opening of the clinic in the names of partner doctors A cadastral drawing (original) by a licensed surveyor showing the built area of the center A land title register or a lease agreement authenticated by Greater Amman Municipality or the relevant municipality A valid land parcel regulatory site plan A written commitment from the doctor A medical waste management contract
The forms used	A letter requesting a clinic license A written commitment of full-time dedication to the clinic

Procedures/ action steps	The doctor in charge of the center submits a request letter to the Ministry of Health The application is transferred to the Sit Visit Committee to set a date for the visit A site visit is conducted and the applicant is informed of the decision Upon approval, the applicant pays the fees in person The letter granting the license is prepared and transferred for signature to the relevant staff up the administrative chain The applicant is contacted to receive the final licensing letter
Fees	The Ministry collects the one-time fee as follows: JOD 50 for a clinic license fee JOD 100 for a general medicine center license JOD 250 for a specialty center
Required duration	30 working days
The final output	A medical center license letter valid for five years
Relevant legislation	Licensing of Human Medicine Clinics and Centers Regulation No. 74 of 2014 and its amendments
Additional information	In accordance with the provisions of Chapter Five of the Investment Environment Law, the relevant government entities will review their legislation so that transactions related to the Comprehensive Investment Service are completed within a period not exceeding 15 working days from the date of receipt of the application that is complete and in compliance with all the requirements

Office administrative activities, office support activities and other business support activities**Call centers****Organizing conferences and trade fairs**

Office administrative activities, office support activities and other business support activities	
Service name/ purpose	Call center activities-answering customer calls using operators or automatically distributing calls. Organizing conferences and trade fairs - organizing business fairs, trade fairs, conferences and meetings; their promotion and/or management, regardless of whether or not this includes event management and the provision of staff to operate the facilities where those events take place
Pre-registration approvals	Other activities for organizing conferences and trade fairs 823009 need a noncriminal record certificate
Economic activity according to the National Directory of Classification of Economic Activities	Activity number according to the National Directory of Classification of Economic Activities, JORSIC
Call center activities	822000
Organizing conferences and trade fairs	82300
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Commercial The land must have a classified regulated land used that is appropriate to the nature or purpose of the intended project The approval of the Environmental Approvals Committee is required
Additional information	

Research and development sector

Scientific research centers and scientific laboratories

Research and development sector	
Service name / purpose	Scientific research centers and scientific laboratories, to include the fields of natural sciences, engineering and technology, medical sciences, biotechnology sciences, agricultural sciences, and other sciences.
Pre-registration approvals	None
Economic activity according to the National Directory of Classification of Economic Activities	Activity number according to the National Directory of Classification of Economic Activities, JORSIC
Research and experimental development in the field of social and human sciences	722000
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Commercial The land must have a classified regulated land used that is appropriate to the nature or purpose of the intended project The approval of the Environmental Approvals Committee is required
Additional information	

Research and development sector			
Service name/ purpose	Experimental research and development in the medical, natural sciences and engineering fields Includes licensing/ accreditation of centers for conducting pharmacological studies Accreditation of diagnostic laboratories for pharmacological studies Accreditation of public and private hospitals for pharmacological studies		
The relevant entity	Jordan Food and Drug Administration, JFDA	The website: www.jfda.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Research and experimental development in the field of medical and natural sciences and engineering	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	721000

Conditions for obtaining the service	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Commercial The land must have a classified regulated land used that is appropriate to the nature or purpose of the intended project The approval of the Environmental Approvals Committee is required The applicant must have the technical capabilities implement the necessary emergency care, intensive care and clinical laboratory tests: Public and private hospitals (licensed by the Ministry of Health) Universities and academic institutions Specialized scientific research institutions Pharmaceutical products companies The applicant must comply with the principles and provisions required according to Entity and Laboratory Licensing and Accreditation of 2003, published in the Official Gazette No. 4614 of 2003 and issued under Article 6/A of the Conducting of Pharmacological Studies Law
Approvals and prerequisites (if any)	Diagnostic laboratories/ public and private hospitals: must have a valid license letter from the Directorate of Licensing of Health Professions and Institutions / Ministry of Health and the necessary licenses from other relevant official entities
Required documents	Clinical Site Licensing and Accreditation Application Form (5-D-C-F11) or Laboratory Diagnostic Laboratory Tests Accreditation Application Form for (5-D-C-F12) or Bio Sample Analysis Laboratory License Application Form (5-D-C-F13). A letter submitted by the applicant (investor or his/ her authorized representative) to the Pharmaceutical Studies Department indicating that the site is equipped according to the principles and standards for licensing centers for pharmacological studies A site regulatory plan A list of employee names and their curricula vitae A list of the names of the equipment/devices and the types of analyses performed (for analytical and diagnostic laboratories) License letter from the Directorate of Licensing of Health Professions and Institutions Department-Ministry of health (if any).
The forms used	Clinical Site Licensing and Accreditation Application Form (5-D-C-F11) Laboratory Diagnostic Laboratory Tests Accreditation Application Form for (5-D-C-F12) Bio Sample Analysis Laboratory License Application Form (5-D-C-F13)

Procedures/ action steps	The applicant (the investor or his/ her representative) contacts the pharmaceutical studies department at the Jordan Food and Drug Administration, JFDA, to make an appointment to submit the accreditation/ license application file The applicant submits a letter accompanied by the required documents at the JFDA Bureau (Diwan) where the file is given a registration number, and the Department of Pharmacological Studies is provided with this registration number The Department of Pharmacological Studies checks the application and issues a payment order The applicant (investor or his/ her authorized representative) pays the incurred fees at the Finance Department The fees are paid in two stages: Stage 1: when submitting the application for accreditation/ licensing in accordance with the fees listed in the Pharmaceutical Studies Committee Fee Instructions of 2011, that are available on the JFDA website Stage 2: payable upon the issuance of the approval of the accreditation/ licensing by the Pharmaceutical Studies Committee in accordance with the fees listed in the Regulation No. 49 of 2004 (the Licensing fees of Entities and Accreditation of laboratories for Conducting Pharmacological Studies Regulation) available on the JFDA website The Pharmaceutical Studies Department coordinates a site visit to the applicant's project location to ensure that the site complies with all necessary provisions and requirements The application is presented to the Studies Committee and an appointment is made to conduct a site visit to the facility in question The Committee makes a decision to approve/ reject The Pharmaceutical Studies Department prepares a letter based on the Committee recommendation that is then signed by the Minister of Health
Fees	The fees are collected in accordance with the fees listed in the Regulation No. 49 of 2004 (the Licensing fees of Entities and Accreditation of Laboratories for Conducting Pharmacological Studies Regulation) and the Instructions for the Pharmaceutical Studies Committee Fees of 2011, available on the JFDA website. http://www.jfda.jo/pages/viewpage.aspx?pageID-153
Required duration	A period not to exceed two weeks for the coordination of the site visit by the Committee and the Department of Pharmacological Studies, from the date of submission of the completed application documents If all the requirements are completed during the inspection visit, the application is presented to the Pharmaceutical Studies Committee that meets weekly, and a decision approving the license/ accreditation application is issued by the Committee (A period not exceeding one month from the date of submission of the application, with completed documents and the fulfillment of all requirements during the inspection visit, to the issuance of the approval letter signed by the Minister)
The final output	The license/accreditation letter, valid for three years and renewable
Relevant legislation	Conducting Pharmacological Studies Law No. 2 of 2011. The principles and provisions required for Entity and Laboratory Licensing and Accreditation of 2003, published in the Official Gazette No. 4614 of the year 2003 and issued under Article 6/A of the Conducting of Pharmacological Studies Law. Medical Laboratory Management and Licensing Regulation No. 19 of 1997 as amended by Law No. 23 of 1982 and the Instructions issued under this Regulation. Regulation No. 49 of 2004 (the Licensing fees of Entities and Accreditation of laboratories for Conducting Pharmacological Studies Regulation). Instructions for the Pharmaceutical Studies Committee Fees of 2011
Additional information	In accordance with the provisions of Chapter Five of the Investment Environment Law, the relevant government entities will review their legislation so that transactions related to the Comprehensive Investment Service are completed within a period not exceeding 15 working days from the date of receipt of the application that is complete and in compliance with all the requirements

Information technology sector

Information technology sector	
Service name / purpose	Activities related to the IT sector (the activities listed below according to the National Directory of Economic Activities Classification)
Pre-registration approvals	None
Economic activity according to the National Directory of Classification of Economic Activities	Activity number according to the National Directory of Classification of Economic Activities, JORSIC
Ready-to-use software publishing	582001
Publishing ready-made computer games	582002
Website design	620101
Design and development of computer programs and systems (computer programming)	620102
Other computer programming activities	620109
Computer consulting and electronic security	620201
Management and operation of computer facilities	620202
Activities of installing personal computers, software, computer and information services	620901
Website management services	620902
Data centers	631101
Hosting services by centers (other than data centers)	631102
Data processing and analysis and related activities	631103
Running online search engines	631201
Internet sites and portals	631202
Other information services activities not classified elsewhere	639900
Special conditions	Please refer to Annex 1 for site selection requirements for development activities Land use classification: Commercial The land must have a classified regulated land used that is appropriate to the nature or purpose of the intended project The approval of the Environmental Approvals Committee is required
Additional information	

The media sector

Film, video and TV program production activities

The media sector			
Service name/ purpose	Obtaining a license for artistic, media and film production activities – trading of works-cinema screening Artistic production of motion pictures, films, video programs, television programs, visual commercials and the production of computer animation and computer special effects in films for series, documentaries, scientific and other television programs.		
The relevant entity	Media Commission / production and trading licenses Department	The website: www.mc.gov.jo	
Economic activity according to the National Directory of Classification of Economic Activities	Film, video and TV program production activities	Activity number according to the National Directory of Classification of Economic Activities, JORSIC	591100
			59140
			592001
	Movie screening activities		
	Production and services of audio recording and publishing, audio and radio programs		
Conditions for obtaining the service	The responsible manager must not be convicted of a felony or a dishonorable misdemeanor offense The responsible manager of the production company or institution must be a residing Jordanian Please refer to Annex 1 for site selection requirements for development activities Land use classification: Commercial The land must have a classified regulated land used that is appropriate to the nature or purpose of the intended project The approval of the Environmental Approvals Committee is required		
Pre-approvals and prerequisites (if any)	None		
Required documents	A vocation license A copy of the trade register A copy of the trade name registration certificate A copy of a proof of identity document (Civil Status ID/ passport) of the owner and the responsible manager. A travel document/ passport that must be valid for at least six months for a non-Jordanian investor. A noncriminal record certificate for the owner and the responsible manager (owner/ if he is Jordanian). Written authorization from the person concerned when an attorney is appointed A copy of a personal identification document (Civil Status ID card) and an attorney Bar Association ID if an attorney is the authorized representative A noncriminal record certificate for the attorney when an attorney is appointed		
The forms used	Application form for obtaining an artistic production and distribution license Application form for obtaining a license to trade visual and audio works Application form for a cinema theater license		

Procedures/ action steps	Submit the application with the required documents Payment of fees Receive a notification to consult the Media Commission to complete the procedures Receipt of the license certificate
Fees	In the case of issuing a license certificate for artistic production & distribution or issuing a cinema theater license: 2% of the capital not to exceed JOD 2,000 In case of issuing a license to trade artistic works: JOD 35 for a shop where the capital does not exceed JOD 1,000 JOD 50 for a shop where the capital does not exceed JOD 2,000 JOD 60 for a shop where capital does not exceed JOD 5,000 2% of the amount of capital for the shop where the capital exceeds JOD 5,000, provided that the amount collected does not exceed JOD 2,000
Required duration	10 days
The final output	A license certificate for the trade of works A license certificate for artistic production and distribution A license certificate for a cinema theater
Relevant legislation	Audiovisual Media Law No. 26 of 2015 Licensing and Monitoring of Audiovisual Works Regulation No. 63 of 2004
Additional information	

Entrepreneurship and innovation projects

The Jordanian government has an interest in entrepreneurship that is in line with the challenges facing the Kingdom. The government recognizes that the development of entrepreneurship depends heavily on nurturing the talents of young people, harnessing their energies, building their capabilities and enabling them to engage in production and work. Therefore, a general entrepreneurship policy has been prepared and aims, in its broad outlines, to create a friendly and stimulating environment for entrepreneurship in the Kingdom.

The policy applies to entrepreneurs at various stages of their development, starting from the pre-establishment stage to the growth stage, with a focus on innovative startups and small companies, regardless of age, and on fast-growing companies based on innovation and supporting modern technologies, in all sectors and governorates in the Kingdom.

The Ministry of Digital Economy and Entrepreneurship is the relevant entity for entrepreneurship and innovation projects in the Kingdom. It will issue Instructions specialized in the definition of entrepreneurial and start-up companies and develop criteria for their classification.

Step 6: obtaining vocation licenses

Issuing a vocation license - within the boundaries of Greater Amman Municipality

Issuing a vocation license	
Purpose	Issuing a vocation license allowing the site to be used for an economic activity
The relevant entity	Greater Amman Municipality
Beneficiary	The investor
Required documents	Certificate of appraisal (construction age) (only for buildings existing prior to 1969) A land title register of the property A valid occupancy permit (for buildings erected from 1/1/1980 onwards) A building permit A construction license certificate for vocations requiring a construction license to operate on site
The forms used	Greater Amman Municipality website www.amman.jo
Procedures / action steps	Access Greater Amman Municipality website www.amman.jo. Select electronic services on the website main screen. Select the Vocation license system Access the system through the username and password and select the "request to issue a vocation license (residential/ commercial)". Fill in the required data on the application submission screen If the applicant is the owner and there are financial claims against him/ her (Buildings and Lands Tax (Musaqafat), amounts payable to the municipality), a notification is displayed on the financial values screen of the incurred amount and the need to pay them electronically Upon accepting the application and checking it, if there is incomplete or incorrect information in the attachments, a text message with the missing/ incorrect attachments is received A text message is received with the date for the site visit After the site visit is conducted and if it does not comply with the provisions, a text message is received requesting modifications are made Upon presenting the application to the relevant committee, a text message is received with the decision of the relevant committee (approval/ rejection). If an external approval is required, a text message with the required external approval will be received After checking the attachments and if something is incorrect, a text message with incomplete/ incorrect attachments is received If the Civil Defense Directorate does not approve the application, a text message is received stating that no approval has been obtained Upon approval of the application, a text message is received with the required fee After completing the payment process, a text message is received that the license has been issued
Fees	Fees payable to Greater Amman Municipality: The fees are determined based on the type of vocation according to The Vocation License within the Boundaries of Greater Amman Municipality Law No. 11 of 2022 Fees incurred by the Directorate of Civil Defense: The fees are determined in accordance with the Collection of Fees for the Services of the of Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Required duration	5 days
The final output	A vocation license is issued electronically

Relevant legislation	The Vocation License within the Boundaries of Greater Amman Municipality Law No. 11 of 2022 Jordanian National Construction Law No. 7 of 1993 and its amendments The Civil Defense Law No. 18 of 1999 Buildings and Planning Regulation in the City of Amman No. 28 of 2018 and its amendments The Amendment to the General Directorate of Civil Defense Services Fee Collection Regulation No. 128 of 2015
Additional information	This service aims to issue a vocation license for the first time for the following land use classifications (residential, commercial, industrial, and outside the boundaries of the planned zoned regulated areas)

Issuing a vocation license-outside the boundaries of Greater Amman Municipality (to be issued by the relevant municipalities)

Issuing a vocation license for a site within municipal boundaries	
Purpose	Issuing a vocation license so that the site may be used to practice an economic activity within municipal borders
The relevant entity	Ministry of Local Administration-relevant municipality
Beneficiary	The investor
Required documents	A valid occupancy permit A copy of a valid land title register A copy of a valid land parcel site regulatory plan A copy of a valid land plan Trade register Financial clearance certificate (Buildings and Lands Tax (Musaqafat) Social Security Corporation clearance letter An original lease agreement + five authenticated copies by the relevant district, or a land title register if the license applicant is the owner of the building Registration/ membership with a chamber of commerce or industry Approvals of the official entities relevant to the purposes of the activity
The forms used	Application for a vocation license
Procedures/ action steps	The investor submits a vocation license application accompanied by all the required documents to the relevant municipality The municipality, in addition to the Civil Defense Directorate, conduct the necessary engineering/ technical inspection The municipality conducts a health inspection (if necessary) The investor pays the due fees and receives a payment receipt The vocation license is issued and received by the investor
Fees	Fees payable to municipalities: Fees are determined in accordance with the Vocation Licensing Law No. 28 of 1998 Fees incurred by the Directorate of Civil Defense: The fees are determined in accordance with the Collection of Fees for the Services of the of Civil Defense Directorate Regulation No. 128 of 2015 and its amendments
Required duration	5 working days from the date of submission of the application to meet the requirements for projects established within the planned zoned regulated boundaries 10 working days from the date of submission of the application meeting the requirements for projects established outside the planned zoned regulated boundaries
The final output	Issuance of a vocation license
Relevant legislation	Vocation Licenses Law No. 28 of 1999 and its amendments Crafts and Industries Law No. 16 of 1953 and its amendments Jordanian National Building Law No. 7 of 1993 and its amendments The Buildings and Regulating of Cities and Villages Regulation No. 136 of 2016 and its amendments Amended Buildings, Cities and Villages Regulatory Regulation No. 3 of 2017 Civil Defense Law No. 18 of 1999 and its amendments Collection of Fees for the Services of the of Civil Defense Directorate Regulation No. 128 of 2015 and its amendments

Additional information	If the application is for a property outside the boundaries of the planned zoned regulated areas: If the building has a building permit complying with the proposed vocation to be licensed, and has an occupancy permit, the licensing procedures can be duly completed If the building does not have an occupancy permit in compliance with what is required for the requested vocation license, the application is submitted to the relevant district committee If the application is for a property within a regulated residential zone, then the application is submitted to be presented to the relevant regulatory committees (local and district committees) Some economic activities require an approval from the relevant entities before issuing and/ or renewing a license The vocation license issued implicitly includes the health license A vocation license is valid for one year Based on Article (3 / C/3) of Buildings, Cities and Villages Regulatory Regulation No. 3 of 2017, the council may use the residential area for the following purposes according to instructions it issues for this purpose and after the approval of the relevant committee: Home based businesses including translation, printing, fashion design, marketing and advertising materials design, architectural drawing, studies, consulting, financial, administrative and technical Services, information technology (development of software design and web design), sale and marketing through the internet, knitting, embroidery, decorative purposes such as jewelry, ceramic decoration, weaving of rugs and carpets, soap manufacturing, candles, jams, baked goods (pastries, cakes, sweets), preparation of vegetables, herbs, legumes, and pickles of all kinds, dehydrated yogurt (Jameed) manufacturing, provided a single individual is practicing the business
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Introduction

Jordan has sought to establish a number of development zones aimed at establishing various economic activities that are suited to the competitive advantages enjoyed by each region. These zones, distributed throughout the Kingdom, are supervised by development companies whose task is to organize the investment process under the direct supervision of the Ministry of Investment. The objectives of these zones include:

The distribution of developmental advantages to all regions in the Kingdom.

To create job opportunities for specialized competencies.

The advantages of investing in development zones include:

The Ministry of Investment regulates the work of development zones and free zones throughout the Kingdom whereby they are dedicated to multiple areas of business and industries and equipped with what investors need in terms of infrastructure and services.

These zones are supervised by development companies that work to create the necessary infrastructure and facilitate the work of investors.

The development zones aim to distribute the advantages of economic development and create job opportunities by creating a competitive advantage based on specialization and providing an integrated system of services to investors that supports the growth and development of companies.

The free zones also contribute to enhancing the commercial status of Jordan by facilitating the transit of goods and stimulating economic movement.

The Ministry of Investment Comprehensive Investment Service provides simplified and fast registration and licensing services for companies operating in development zones.

The development zones provide beneficiaries with developed plots of land and modular buildings at competitive selling prices with the provision of all services, including the appropriate infrastructure, water and electricity services, in addition to a range of incentives and customs and tax exemptions, in accordance with the law.

There are 19 existing or under construction development zones in Jordan, as shown in the table below.

	Governorate	Name of the development zone	Master Developer	Nature of activity
1	Mafrqa	King Al-Hussein Ibn Talal Development Area/ Mafrqa	Mafrqa Development Company	Industrial Solar power Residential neighborhood
2	Mafrqa	Al Thuraya Industrial Development City	Thuraya Lands Development Company	Industrial
3	Irbid	Irbid Development Zone	North Development Company	Smart city (services+ scientific research+ information technology + medical industries)
4	Ma'an	Ma'an Development Zone	Maan Development Company	Industrial, residential neighborhood, solar energy fields, Hajj (pilgrimage) Oasis
5	Ma'an	Al-Muhammadiyah Development Zone	The Hashemite Fund for Development of Jordan Badia	Health squares for cattle
6	Balqa and Madaba	Dead Sea Development Zone	Jordan Free and Development Zones Group	Tourist
7	Ajloun	Ajloun Development Zone (Tourism Development walkway)	Jordan Free and Development Zones Group	Tourist
8	The capital, Amman	King Hussein Business Park Development Zone	Business Park Company	Offices, multi-use (information technology, media, educational and communication services)
9	The capital, Amman City	King Abdullah II Development Zone / Sahab	Jordan Industrial Cities company	Industrial
10	Irbid	Al-Hassan Development Zone	Jordan Industrial Cities company	Industrial
11	Karak	Al-Hussein Ibn Abdullah II Development Zone	Jordan Industrial Cities company	Industrial
12	The capital, Amman	Al-Muwaqqar Development Zone	Jordan Industrial Cities company	Industrial
13	Tafila	Al-Tafilah Development Zone	Jordan Industrial Cities company	Industrial
14	Madaba	Madaba Development Zone	Jordan Industrial Cities company	Industrial
15	Salt	Al-Salt Development Zone	Jordan Industrial Cities company	Industrial
16	Jerash	Jerash Development Zone	Jordan Industrial Cities company	Industrial
17	Zarqa	Zarqa Development Zone	Jordan Industrial Cities company	Industrial
18	The capital, Amman	The Specialized Investment Clusters Area	Specialized Investment Group Company	Industrial
19	Zarqa	Al-Dhulail Industrial Development Zone	Al-Dhulail Industrial Park & Real-estate Company	Industrial

A summary of the key steps for practising economic activities in development zones

This part of the Manual covers the key steps necessary to initiate practicing an economic activity in the development zones. Figure 3 below shows these steps.

Figure 3 - steps necessary to initiate economic activities in development zones in Jordan

Step 1 - registration of the legal form of the economic activity

This includes a list of steps followed by the investor for the purposes of establishing and registering the legal form of the economic activity.

Step 2 - registration as an establishment operating within the development zones by the Ministry of Investment

This includes the investor's registration of the economic activity with the Ministry of Investment as an enterprise operating within the development zones

Step 3 - post-registration services

This step includes the investor's access to post-registration services necessary for business practice, which may be licensing requirements for certain economic activities, these services are:

- Register as a member with chambers of commerce or Industry
- Registration with the Social Security Corporation
- Registration with the Income and Sales Tax Department
- Registration of a trade name

Step 4 – Selecting a site and obtaining environmental approvals

Step four includes the investor obtaining the necessary environmental approvals, permits and licenses for a number of economic activities within the development zones

Step 5 - obtaining regulatory approvals and building permits

This includes the investor obtaining the necessary permits for building and construction works of all kinds within the development zones.

Step 6 - obtaining sectoral licenses

This step includes the conditions and procedures for obtaining a license to practice a specific economic activity, within the economic sectors or their branches that are covered by the Comprehensive Investment Service services.

Step 7 - obtaining licenses to operate a business

This involves the investor obtaining a license to initiate operating in the development zone (this is equivalent to a vocation license) from the Ministry of Investment.

One: step 1: registration of the legal form of economic activity (please refer to the tables in Step 1 – Registration) in Section One of this Manual.

Annex 6 shows a list of restricted economic activities in the development zones, and the official entities relevant to these activities while Annex 7 shows a list of prohibited economic activities in development zones.

Two: step 2: registration by the Ministry of Investment of an economic activity as an operating establishment within the development zones

Registration of economic activities within development zones	
Purpose	Registration of economic activities within development zones
The relevant entity	Ministry of Investment/ Department of Registration and Licensing for Development Zones
The beneficiary	All investors wishing to engage in economic activity within the development zones
Approvals and prerequisites	Certificate of registration (trade register) (sole proprietorship or companies)
Registration conditions	The establishment must be located within the development zones The economic activity should not be one that is listed as prohibited or restricted in the Investment Environment Regulation No. 7 of 2023. (Annex 6)
Required documents	Trade register A copy of the signed contract with the owner having the right to dispose of the property if it is not owned by the applicant The land title register A land parcel site regulatory plan Land parcel plan An investment agreement whereby an economic activity is established within the borders of a development zone
The forms used	The application is submitted electronically through the Ministry of Investment website
Procedures/ action steps	The applicant enters all the required data accompanied by the required documents, the system checks the data electronically and the service recipient is notified of the completion of the data and the fulfillment of the initial requirements Upon approval of the application, an electronic notification of approval is sent to the applicant Payment for services and fees is made by entering the electronic payment information on the eFAWATEERcom system and receiving the electronic receipt Verification or creation of a tax number for economic activity is can be completed through the system A registration certificate for an enterprise in development and free zones is issued and sent to the service recipient by mail/ or handed to the recipient directly
Fees	JOD 1,800
Required duration	1 – 5 days
The final output	A registration certificate for an enterprise in the development and free zones
Relevant legislation	Investment Environment Law No. 21 of 2022. Investment Environment Regulation No. 7 of 2023.
Additional information	The investor has the option of registering a trade name in accordance with the Trade Names Law No. 9 of 2006 and the Regulation issued pursuant thereto. The investor can find the documents and policies required to register his/ her enterprise within the development zones through the Policies and Procedures Guide for the Investor Services Directorate available on the Ministry of Investment website

Three: step number 3: post-registration services, including:

- Registering as a member with the chambers of commerce or industry
- Registration with the Social Security Corporation
- Registration with the Income and Sales Tax Department
- Registration of a trade name

To view the profiles for these services please see Step 2 of Section One of this Manual

Four: step 4: site selection and obtaining environmental approvals by the Ministry of Investment

The Ministry of Investment, through a special committee, grants environmental approvals within the development zones for low-risk economic activities, while environmental approvals and licenses for medium and high-risk activities are granted directly by the Ministry of Environment.

Level of severity	Required approval	Requirements
Low-risk – listed in Annex 2	None	Compliance with environmental requirements
Limited risk-listed in Annex 3	Environmental site approval	Compliance with environmental requirements

As for medium and high-risk economic activities that need an initial or comprehensive environmental impact assessment study; these are obtained directly from the Ministry of Environment (please see the profiles in Step 3)

Issuing environmental site approvals for activities within development zones

An approval is obtained from the Ministry of Investment for activities within the development zones that are classified as "low risk", as specified in Annex 2 of this Manual; obtaining site approvals for these activities does not require an environmental impact assessment

Issuing environmental site approvals within the development zones	
Service name/ purpose	To obtain environmental approvals for development projects and infrastructure projects for limited-risk projects (an environmental impact assessment study is not required)
The relevant entity	The Ministry of Investment, through a special Environmental Approvals Committee
Beneficiary	All investors wishing to engage in economic activities within the development zones
Special conditions	The activity should be within the development zones
Pre- approvals and prerequisites (if any)	None
Required documents	A cover letter from the Master Developer Registration certificate (trade register?) Land parcel plan The croquis plan is only required for lands of an area greater than 10 Dunums (10,000m ²) Land title register Land parcel site regulatory plan Land parcel cadastral coordinates
The forms used	A request letter from the person concerned or authorized representative The electronic environmental technical form
Procedures / action steps	The application is submitted accompanied by all the required documents and project details Payment of fees A phone call is received to schedule a site visit The person concerned attends the site visit conducted by the Directorate of Licenses and Pollution Reduction from the Ministry of Environment The application is presented, accompanied by the site visit report to the Environmental Approvals Committee Notification of the Committee decision is received If the Committee approves, a text message is received informing the applicant that the letter is ready
Fees	JOD 50 +16% outside the development zones if provided through the Comprehensive Investment Service JOD 50 +16% + JOD 25 payable to the Ministry of Environment within the development zones if provided through the Comprehensive Investment Service
Required duration	7 days
The final output	A letter from the Ministry of Investment with the environmental approval
Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2023. Environmental Protection Law No. 6 of 2017 Environmental Impact Assessment Regulation No. 37 of 2005 Instructions for Site Selection of Development Activities of 2018 Environmental Classification and Licensing Regulation No. 69 of 2020
Additional information	

Five: step 5: obtaining planning regulatory approvals and building permits within development zones

Building permits

A building permit for an existing building within the development zones

A building permit for an existing building within the development zones	
Purpose	Issuing a building permit for an existing building in development zones
The relevant entity	Ministry of Investment
Beneficiary	The investor
Special conditions	The property must be located within development zones or free zones
Pre-approvals and prerequisites	Environmental approval (if required) Sectoral approvals according to the activity (if required)
Required documents	A cover letter from the Master Developer/ or a request letter (private properties for the Dead Sea region) Land title register Land parcel plan Land parcel site regulatory plan Cadastral report Duly authenticated engineering drawings/ blueprints, at least 3 copies Previous building permits, if any Previous occupancy permits, if any Environmental approval (if required) Agreements (sale or lease) Clearance letter Safety of the facility (if necessary)
The forms used	The application is submitted electronically through the Ministry of Investment website https://www.moin.gov.jo/ar/home/
Procedures/ action steps	The application is electronically submitted accompanied by all the required documents through the Ministry of Investment website by the service recipient or the Master Developer The application is reviewed by the relevant department and the applicant is notified if there is incorrect or incomplete information If necessary, a site visit date is scheduled and the service recipient is informed After the required documents are completed, a technical study is prepared and submitted to the local committee for a technical or regulatory decision The person concerned is informed of the decision of the local committee through a notification letter The construction deposit amount or the building area violations fee, if any, is calculated and the recipient is notified The required amount is paid electronically by the person concerned through the eFAWATEERcom service The building permit is printed and signed by the head of the relevant department and submitted to the Director of the Licensing and Control Directorate for signature After the building permit is printed and signed, the engineering drawings/ blueprints are authenticated The applicant is contacted to receive the document and stamped engineering drawings
Fees	Exempt from licensing fees Construction deposits or building area violation fees are collected (According to the Investment Environment Regulation No. 7 of 2023) Service fees are collected according to the regulatory instructions
Required duration	12 days if the documents are complete and correct (and a maximum of 15 working days according to the Regulating the Investment Environment Regulation No. 7 of 2023)
The final output	Issuance of a building permit and authenticated drawings/ blueprints
Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2023.
Additional information	

A building permit for a proposed building within the development zones

A building permit for a proposed building within the development zones	
Purpose	Issuing a building permit for a new building (proposed) in free or development zones
The relevant entity	Ministry of Investment
The beneficiary	The investor
Special conditions	The property must be located within development zones or free zones
Approvals and prerequisites	Environmental approval (if required) Sectoral approvals according to the activity (if required)
Required documents	A cover letter from the Master Developer/ or a service request letter (private properties for the Dead Sea region) Land title register (record of registration of immovable funds) Land parcel plan Land parcel site regulatory plan Supervision contract (for areas greater than 250m2) Contractor agreement Duly authenticated engineering drawings/ blueprints, at least 3 copies Environmental approval (if required) Agreements (sale or lease) A clearance letter
The forms used	The application is submitted electronically through the Ministry of Investment website https://www.moin.gov.jo/ar/home/
Procedures/ action steps	The application is electronically submitted accompanied by all the required documents through the Ministry of Investment website by the service recipient or the Master Developer The application is reviewed by the relevant department and the applicant is notified if there is incorrect or incomplete information After the required documents are complete, a technical study is prepared and submitted to the local committee for a technical or regulatory decision The person concerned is informed of the decision of the local committee through a notification letter The construction deposit amount or the building area violations fee, if any, is calculated and the recipient is notified The required amount is paid electronically by the person concerned through the eFAWATEERcom service The building permit is printed and signed by the head of the relevant department and submitted to the Director of the Licensing and Control Directorate for signature After the building permit is printed and signed, the engineering drawings/ blueprints are authenticated The applicant is contacted to receive the document and stamped engineering drawings
Fees	Exempt from license fees Construction deposits or building area violation fees are collected (According to the Investment Environment Regulation No. 7 of 2023) Service fees are collected according to the regulatory instructions
Required duration	12 days if the documents are completed (and a maximum of 15 working days according to the Investment Environment Regulation No. 7 of 2023)
The final output	Issuance of a building permit and authenticated drawings/ blueprints
Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2023.
Additional information	

A building permit to expand or add built areas within the development zones	
Purpose	The service of issuing a building permit for additional built areas or expansion (proposed, existing or proposed and existing) in the development zones
The relevant entity	Ministry of Investment
Beneficiary	The investor
Special conditions	The property must be located within development zones or free zones.
Approvals and prerequisites	Environmental approval (if required) Sectoral approvals according to the activity (if required)
Required documents	A cover letter from the Master Developer/ or a request letter (private properties for the Dead Sea region) Land title register (record of registration of immovable funds) Land parcel plan Land parcel site regulatory plan Supervision contract (for areas greater than 250m2) Contractor agreement for new (proposed) building Cadastral report (if there is an addition to the building or if it is an existing building) Duly authenticated engineering drawings/ blueprints, at least 3 copies Previous building permits, if applicable Environmental approval (if required) Agreements (sale or lease) A clearance letter
The forms used	The application is submitted electronically through the Ministry of Investment website of the https://www.moin.gov.jo/ar/home/
Procedures/ action steps	The application is electronically submitted accompanied by all the required documents through the Ministry of Investment website by the service recipient or the Master Developer The application is reviewed by the relevant department and the applicant is notified if there is incorrect or incomplete information If necessary, a site visit date is scheduled and the service recipient is informed After the required documents are complete, a technical study is prepared and submitted to the local committee for a technical or regulatory decision The person concerned is informed of the decision of the local committee through a notification letter The construction deposit amount or the building area violations fee, if any, is calculated and the recipient is notified The required amount is paid electronically by the person concerned through the eFAWATEERcom service The building permit is printed and signed by the head of the relevant department and submitted to the Director of the Licensing and Control Directorate for signature After the building permit is printed and signed, the engineering drawings/ blueprints are authenticated The applicant is contacted to receive the document and stamped engineering drawings
Fees	Exempt from license fees Construction deposits or building area violation fees are collected (According to the Regulation Investment Environment Regulation No. 7 of 2023) Service fees are collected according to the regulatory instructions
Required duration	12 days if the documents are complete (and a maximum of 15 working days according to Regulating the Investment Environment Regulation No. 7 of 2023)
The final output	Issuance of a building permit and authenticated drawings/ blueprints
Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2023.
Additional information	

License of renewable energy projects within development zones	
Purpose	Renewable energy projects license issuance service/ solar cells in development zones
The relevant entity	Ministry of Investment
Beneficiary	The investor
Special conditions	The property must be located within development zones or free zones The building that will have solar cells installed on its roof must have a building permit
Pre-approvals and prerequisites	Previous building permits Approval from the electricity company/ electricity distribution company Environmental approval The approval of the Energy & Minerals Regulatory Commission, EMRC, if the capacity exceeds 1 MW Occupancy permit (if necessary)
Required documents	A cover letter from the Master Developer/ or a request letter (private properties for the Dead Sea region) Electricity company approval / electricity distribution Approval of the Ministry of Environment if necessary Approval of the Energy & Minerals Regulatory Commission if the capacity exceeds 1MW Land parcel plan Land title register Land parcel site regulatory plan Contractor agreement (excluding cells on rooftops) Supervision contract, if necessary The agreement and annexes A building permit Duly authenticated drawings (engineering drawings for installing solar panels on the roof, number, size of the system, distribution, vertical height)
The forms used	The application is submitted electronically through the Ministry of Investment website https://www.moin.gov.jo/ar/home/
Procedures/ action steps	The application is electronically submitted accompanied by all the required documents through the Ministry of Investment website by the service recipient or the Master Developer The application is reviewed by the relevant department and the applicant is notified if there is incorrect or incomplete information If necessary, a site visit date is scheduled and the service recipient is informed After the required documents are complete, a technical study is prepared and submitted to the local committee for a technical or regulatory decision The person concerned is informed of the decision of the local committee through a notification letter The construction deposit amount or the building area violations fee, if any, is calculated and the recipient is notified The required amount is paid electronically by the person concerned through the eFAWATEERcom service The building permit is printed and signed by the head of the relevant department and submitted to the Director of the Licensing and Control Directorate for signature After the building permit is printed and signed, the engineering drawings/ blueprints are authenticated The applicant is contacted to receive the document and stamped engineering drawings

Fees	Exempt from license fees Construction deposits or building area violation fees are collected (According to the Regulation Investment Environment Regulation No. 7 of 2023) Service fees are collected according to the regulatory Instructions
Required duration	10 days if the documents are complete (and a maximum of 15 working days according to the Regulating the Investment Environment Regulation No. 7 of 2023)
The final output	Issuing a license for renewable energy projects
Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2023
Additional information	

Occupancy permit

Issuing an occupancy permit

Issuing an occupancy permit	
Purpose	Issuing an occupancy permits within development zones
The relevant entity	Ministry of Investment
Beneficiary	The investor
Special conditions	The property must be located within development zones or free zones. The construction should be existing, complete and all works finished according to the drawings The building must have a building permit
Pre-approvals and prerequisites	Previous building permits Civil Defense Directorate approval
Required documents	A cover letter from the Master Developer/ or a request letter (private properties for the Dead Sea region) Land parcel plan Land title register Land parcel site regulatory plan Agreements (sale, lease) Approval of the Civil Defense to grant an occupancy permit Cadastral report As built engineering drawings (if there are unlicensed building area violations or amendments to the permit) Certificate of conformity from the Jordan Engineers Association or the facility safety certificate Previous occupancy permits (if any) Previous building permits (if any)
The forms used	The application is submitted electronically through the website of the Ministry of Investment https://www.moin.gov.jo/ar/home/
Procedures/ action steps	The application is electronically submitted accompanied by all the required documents through the Ministry of Investment website by the service recipient or the Master Developer The application is reviewed by the relevant department and the applicant is notified if there is incorrect or incomplete information If necessary, a site visit date is scheduled and the service recipient is informed After the required documents are complete, a technical study is prepared and submitted to the local committee for a technical or regulatory decision The person concerned is informed of the decision of the local committee through a notification letter The occupancy permit is printed and signed by the head of the relevant department and submitted to the Director of the Licensing and Control Directorate for signature The applicant is contacted to receive the document
Fees	Exempt from license fees Service fees are collected according to the regulatory instructions
Required duration	10 days if the documents are complete (and a maximum of 15 working days according to the Regulating the Regulation Investment Environment Regulation No. 7 of 2023)
The final output	Issuance of an occupancy permit document
Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2023.
Additional information	

Six: step 6: obtaining licenses (please see the profiles provided in Step 5 of Section One of this Manual.

Seven: step 7: obtaining licenses to practice business

Obtaining a license to practice an economic activity within the development zones and free zones (equivalent to a vocation license)

Issuing a license to practice an economic activity	
Purpose	Obtaining a license to practice an economic activity within the development zones and free zones
The relevant entity	Ministry of investment
Beneficiary	The investor
Special conditions	The economic activity should match the economic activities specified for the region in accordance with the development zone declaration resolution The economic activity should not be prohibited or restricted The economic activity must meet regulatory requirements, public safety requirements, and general health and environmental requirements
Required documents	Registration certificate (trade register?) of the company or a trade register for a sole proprietorship Trade name certificate, if any, whether the applicant is a company or a sole proprietorship business A copy of the signed contract with the owner having the right to dispose of the property if it is not owned by the applicant An authenticated copy of the registration certificate of the association or organization with the relevant entity if the applicant is an association or an organization; or the legal legislation pursuant to which the institution was established if the applicant is an official entity. The land title register Land parcel regulatory site plan Land parcel plan The following additional documents are requested from establishments that started their business before Instructions were issued and had not obtained the license; To reconcile their situation in accordance with the transitional phase, the following additional documents are required: The most recent vocation license Occupancy permit
The forms used	The application is submitted electronically through the Ministry website
Procedures/ action steps	The applicant enters all the required data accompanied by the required documents, and the applicant is notified of the completion of the data and the fulfillment of the initial conditions Upon approval of the application, the fees are determined by the Investor Services officer and a payment order is issued Payment for services and fees is made by entering the electronic payment information on the eFAWATEERcom service and receiving an electronic receipt A license to practice an economic activity is issued and handed to the applicant
Fees	JOD 50 to 5,000 -depending on the area and the activity JOD 150 issuance of a license fee
Required duration	5 days
The final output	Issuance of a license to practice an economic activity within the development zones and free zones
Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2022
Additional information	The investor can find the required documents and policies necessary to obtain a license to practice an economic activity within the development zones in the Policies and Procedures Guide of the Investor Services Directorate on the Ministry of Investment website

Registration and licensing services within free zones

Free zones

The government of the Hashemite Kingdom of Jordan considers free zones to be a stimulating tool for achieving economic growth and industrial development. Therefore, the idea of establishing free zones was first introduced in 1966, when the then Jordanian government commissioned the United Nations Industrial Development Organization (UNIDO) to conduct an economic feasibility study to establish a free zone in Jordan, and the results of the study recommended the feasibility of this project and the Jordanian experiment in the field of free zones began in 1973.

At that time, a small free zone with an area of 19 Dunums (19,000m²) was established in the port of Aqaba to develop international trade exchanges and serve the transit trade. Due to the increased demand for its services in that period, the government increased the area allocated to the free zone in Aqaba to 2,000 Dunums (2,000,000m²). In light of the success of this experience, the Jordan free zones Foundation was established as a financially and administratively independent institution in 1976 under an interim Law No. 39 of 1976, and its tasks at that time included the establishment of free zones and the management of investment in them.

Objectives of the free zones:

Attracting local and foreign capital to be utilized within the country in various investment activities.
Introducing technology and technical skills to the Kingdom.
Employing local savings and investing them in industrial, trade and various economic activities established in free zones.
Revitalization of the transport sector and other services.
Provide job opportunities for the workforce and increase their skills.
Developing new regions in the Kingdom through establishing investment projects in them.
Encouraging the establishment of export industries and stimulating the transit trade.
Enhancing the leading role of the private sector in the establishment of private and joint free zones that use local raw materials as production inputs.
Supplying the national economy with hard currencies to support the balance of payments.
Strengthening the front and back linkages of the commodity and service production sectors in the free zones with what complements them in varied economic activity production throughout the Kingdom, towards the development of the national economy.

Free zones are distributed throughout the Kingdom as follows:

	Governorate	Name of the region	Nature of activity
1	Zarqa	Zarqa Free Zone	Industrial, commercial, services, tourist
2	Mafrq	Karama Free Zone	Industrial, commercial, services, tourist
3	Karak	Karak Free Zone / Al Hussein Ibn Abdullah II Industrial City	Industrial, commercial, services, tourist
4	Muwaqqar	Muwaqqar Free Zone	Industrial, commercial, services, tourist
5	The capital, Amman	Sahab Free Zone/ King Abdullah II Industrial City/ Capital Governorate	Industrial, commercial, services, tourist
6	The capital, Amman	Queen Alia International Airport Free Zone	Industrial, commercial, services, tourist

A summary of the procedures for conducting economic activities in free zones

This part of the Manual covers the key steps necessary to initiate practicing an economic activity in free zones, Figure 4 below shows these steps

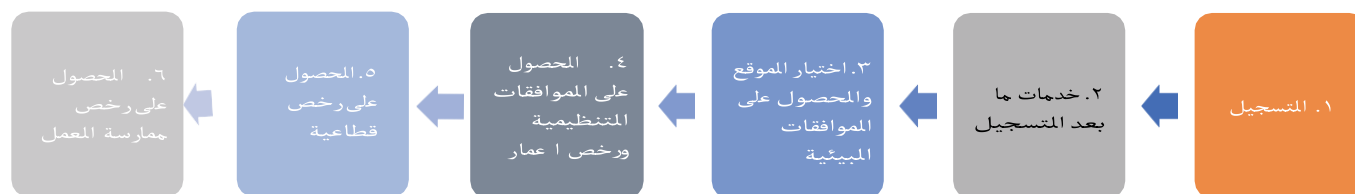


Figure 4 - steps necessary to initiate practicing economic activities in free zones in Jordan

Step 1: registration

This step includes a list of the steps followed by the investor for the purposes of establishing and registering the legal form of economic activity with the Jordan Free and Development Zones Group.

The right to incorporate and register in free zones is limited to:

1. Sole proprietorship
2. A partnership company
3. A limited partnership company
4. Limited liability company
5. A foreign company
6. An operating company branch

Step 2: post-registration services

This includes the investor's access to post-registration services necessary for business practice, which may constitute licensing requirements for certain economic activities; these services are:

- Registration with the Social Security Corporation
- Registration with the Income and Sales Tax Department
- Registration of a trade name
- Establishments operating in the free zones do not require memberships with the chambers of commerce and industry.

Step 3: selecting a site and obtaining environmental approvals

This includes the investor obtaining the necessary environmental approvals, permits and licenses for a number of economic activities within the free zones by submitting a service request to the Jordan Free and Development Zones Group, and the Ministry of Environment issues the permits.

Step 4: obtaining regulatory approvals and building permits

This includes the investor obtaining the necessary permits for building and construction works of all kinds within the free zones.

Step 5: obtaining sectoral licenses

This includes the conditions and procedures for obtaining a license to practice a specific economic activity, within the economic sectors or their branches covered by the Comprehensive Investment Services.

Step 6: obtaining licenses to practice business

This involves the investor obtaining a license to initiate operating in the free zone (equivalent to a vocation license) from the Ministry of Investment.

Step 1: registration of the legal form of economic activity within the free zones

First-time registration of a company within the free zones

Registration of a partnership or limited partnership company

Registration of a partnership or limited partnership company (leased) within the free zones	
Purpose	Registration of a partnership or limited partnership company (leased) within the free zones
The relevant entity	Jordan Free and Development Zones Group
The beneficiary	
Pre-approvals and prerequisites	Approval of the Ministry of Interior if the investor is non-Jordanian (security approval) for all nationalities Approval of the investment application (Investment Committee) A noncriminal record certificate for Jordanians
Registration conditions	
Required documents	Approval of the investment application (Investment Committee) Approval of the Ministry of Interior if the investor is a non-Jordanian (security approval) for all nationalities A noncriminal record certificate for Jordanians Personal identification documents for parties concerned (Civil Status ID card for Jordanians) or travel document/ passport for non-Jordanians, provided that they are valid for at least six months A company registration application, its articles of incorporation and articles of association signed by all partners and authenticated by the Registrar, or a licensed attorney, or by a notary Real beneficiary form, personal details form, commitments and declarations An official solicitor power of attorney with fees for presenting it paid, and a personal identification document for the attorney (if the application is submitted by the company attorney)
The forms used	Company registration, articles of incorporation and articles of association application Real beneficiary forms Personal details form Commitments and declarations
Procedures/ action steps	The company registration, articles of incorporation and the articles of association application is filled out, and includes all the information and data related to the partners; the application is accompanied by all the partners' personal documents; the real beneficiary disclosure form is filled; the declaration and commitment form and the personal details form are filled out The fees for the service are paid electronically Receipt of a license to practice an investment activity and a certificate of registration for the company

Fees	(0.003) from the value of the declared company capital as a registration fee (the minimum amount for registration of a company is JOD 25) (0.003) stamp duty fee from the value of the registered capital (JOD 100) fee for issuing a license to practice an investment activity (JOD 0.2) company license stamp duty (issuing an investment activity license) (JOD 15) registration announcement in the Official Gazette fee (JOD 10) fees for the election of authorized representatives (JOD 0.2) stamp duty for the election of authorized representatives. (JOD 10) issuance fee of an original registration certificate (JOD 0.5) stamp duty for issuing a registration certificate (JOD 10) for authenticating or extracting an exact copy of any document from the company file (JOD 10) for issuing a letter addressed to the Ministry of Interior regarding the facilitation towards granting or renewing a residence permit (JOD 10) for issuing a letter addressed to the Ministry of Interior requesting a security approval (JOD 10) for filing any document in the company file (JOD 10) fee for the registration application form (including the articles of incorporation and the articles of association)
Required duration	51 mins
The final output	Certificate of registration of partnership or limited partnership company (leased) License to practice an investment activity
Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2022 Investment Environment and Registration of Enterprises in Development and Free Zones Regulation of 2015 The Registration and Licensing of Establishments in Free Zones No. 58 of 2003. Jordanian Companies Law No. 22 of 1997 and its amendments Real Beneficiary Register Regulation No. 62 of 2022 the Regulation issued pursuant to Paragraph D of Article (273/ repeated) of the Companies Law No. (22) of 1997 The Stamp Duty Law Companies Law No. 77 of 2008
Additional information	

Registration of a limited liability company (leased)

Registration of a limited liability company (leased) within free zones	
Purpose	Registration and licensing of a limited liability company (leased) operating in free zones
The relevant entity	Jordan Free and Development Zones Group
The beneficiary	
Approvals and prerequisites	Approval of the Ministry of Interior if the investor is non-Jordanian (security approval) for all nationalities Approval of the investment application (Investment Committee) A noncriminal record certificate for Jordanians
Registration conditions	
Required documents	Approval of the investment application (Investment Committee) Approval of the Ministry of Interior if the investor is a non-Jordanian (security approval) for all nationalities A noncriminal record certificate for Jordanians Personal identification documents for parties concerned (Civil Status ID card for Jordanians) or travel document/ passport for non-Jordanians, provided that they are valid for at least six months A company registration application, its articles of incorporation and articles of association signed by all partners and authenticated by the Registrar, or a licensed attorney, or by a notary Real beneficiary form, personal details form, commitments and declarations The minutes of the founding incorporation meeting and a list of the attendees of the meeting A bank deposit of at least 50% of the company capital An official solicitor power of attorney with fees for presenting it paid, and a personal identification document for the attorney (if the application is submitted by the company attorney) All documents of the foreign company should be authenticated from the country of origin and the Jordanian Embassy there if the partner is (a foreign company) followed by the authentication from the Jordanian Ministry of Foreign Affairs and upon translating them into Arabic they should be authenticated by a notary The foreign company draws up a power of attorney authorizing a person residing in Jordan to represent its business and report on its behalf (if the partner is a company) The foreign company budget at its main headquarters for the last two years, authenticated by a certified account auditor (if the partner is a company) A list of the member names of the board of directors, the body of directors and the partners or the company authorized signatory for foreign companies (if the partner is a company)
The forms used	Company registration, articles of incorporation and articles of association application Real beneficiary forms Personal details form Commitments and declarations

Procedures/ action steps	The company registration, articles of incorporation and the articles of association application is filled out, and includes all the information and data related to the partners; the application is accompanied by all the partners' personal documents; the real beneficiary disclosure form is filled; the declaration and commitment form and the personal details form are filled out The service recipient receives a bank deposit letter in the amount of 50% of the registered capital The service recipient submits the letter from the local bank stating that 50% of the capital has been deposited into the account of the company under incorporation The submission of minutes of the incorporation meeting showing how the company is managed, further to the articles of incorporation and articles of association, the appointment of a general manager or chairman of the board of directors and deputy chairman of the board of directors, the appointment of authorized representatives and the election of an auditor for the company accounts The fees for the service are paid electronically Receipt of a license to practice an investment activity, a certificate of 'To Whom it May Concern' (authorized persons) and a certificate of registration for the company
Fees	(0.003) from the value of the declared company capital as a registration fee (the minimum amount for registration of a company is JOD 25) (0.003) stamp duty fee from the value of the registered capital (JOD 500) fees for registering a foreign name for the company if the name is foreign (JOD 15) registration announcement in the Official Gazette fee (JOD 10) fee for the registration application form (including the articles of incorporation and the articles of association) JOD 10 bank deposit fee JOD 100 fee for issuing a license to practice an investment activity (JOD 0.2) company license stamp duty (issuing an investment activity license) (JOD 10) fees for filing the attendee list and minutes of the incorporation meeting of the corporate body (JOD 0.7) stamp duty for filing the attendee list and minutes of the incorporation meeting of the corporate body (JOD 10) fees for filing the minutes of the meeting of the body of directors if the company is managed by a body of directors (0.7 JD) stamp duty for filing the minutes of the body of directors meeting (JOD 10) fees for the election of authorized representatives (JOD 0.2) stamp duty for the election of authorized representatives (JOD 10) fees for the election of a chairman, deputy or general manager (JOD 0.2) stamp duty for the election of a president, deputy, or general manager (JOD10) for issuing a registration certificate (JOD 0.5) stamp duty for issuing a registration certificate (JOD 10) for issuing a certificate of 'To Whom it May Concern' (JOD 0.5) stamp duty for issuing a certificate of 'To Whom it May Concern' (JOD 10) for authenticating or extracting an exact copy of any document from the company file (JOD 10) for filing any document in the company file (JOD 10) for issuing a letter addressed to the Ministry of Interior regarding the facilitation towards granting or renewing a residence permit (JOD 10) for issuing a letter addressed to the Ministry of Interior requesting a security approval
Required duration	51 mins
The final output	Certificate of registration of a limited liability company (leased) A certificate of 'To Whom it May Concern' (authorized representative) A license to practice investment activity

Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2022 Investment Environment and Registration of Enterprises in Development and Free Zones Regulation of 2015 The Registration and Licensing of Establishments in Free Zones No. 58 of 2003. Jordanian Companies Law No. 22 of 1997 and its amendments Regulation No. 62 of 2022 the Real Beneficiary Register Regulation issued pursuant to Paragraph D of Article (273/ repeated) of the Companies Law No. (22) of 1997 The Stamp duty Law Companies Law No. 77 of 2008
Additional information	

Registration of a foreign limited liability company (leased)

Registration of a foreign limited liability company (leased) within the free zones	
Purpose	Registration and licensing of a foreign limited liability company (leased) as a Jordanian company operating in free zones
The relevant entity	Jordan Free and Development Zones Group
The beneficiary	
Pre-approvals and prerequisites	Approval of the Ministry of Interior if the investor is non-Jordanian (security approval) for all nationalities Approval of the investment application (Investment Committee)
Registration conditions	
Required documents	Approval of the investment application (Investment Committee) Approval of the Ministry of Interior if the investor is a non-Jordanian (security approval) for all nationalities A noncriminal record certificate for Jordanians Personal identification documents for parties concerned (Civil Status ID card for Jordanians) or travel document/ passport for non-Jordanians, provided that they are valid for at least six months A company registration application, its articles of incorporation and articles of association signed by all partners and authenticated by the Registrar, or a licensed attorney, or by a notary Real beneficiary form, personal details form, commitments and declarations The minutes of the founding incorporation meeting and a list of the attendees of the meeting A bank deposit of at least 50% of the company capital An official solicitor power of attorney with fees for presenting it paid, and a personal identification document for the attorney (if the application is submitted by the company attorney) All documents of the foreign company should be authenticated from the country of origin and the Jordanian Embassy there if the partner is (a foreign company) followed by the authentication from the Jordanian Ministry of Foreign Affairs and upon translating them into Arabic they should be authenticated by a notary A copy of the incorporation contract, articles of association or any other document under which the company was formed and a statement of how the company was established (duly authenticated) The power of attorney under which the foreign company authorizes a person residing in Jordan to do business and report on its behalf The foreign company budget at its main headquarters for the last two years, authenticated by a certified account auditor (if the partner is a company) A list of the names of members of the board of directors, the body of directors, partners, or the company authorized signatory for foreign companies (if the partner is a company)
The forms used	Company registration, articles of incorporation and articles of association application The real beneficiary forms Personal details form Commitments and declarations

Procedures/ action steps	The company registration, articles of incorporation and the articles of association application is filled out, and includes all the information and data related to the partners; the application is accompanied by all the partners' personal documents; the real beneficiary disclosure form is filled; the declaration and commitment form and the personal details form are filled out The service recipient receives a bank deposit letter in the amount of 50% of the registered capital The service recipient submits the letter from the local bank stating that 50% of the capital has been deposited into the account of the company under incorporation The submission of minutes of the incorporation meeting showing how the company is managed, further to the articles of incorporation and articles of association, the appointment of a general manager or chairman of the board of directors and deputy chairman of the board of directors, the appointment of authorized representatives and the election of an auditor for the company accounts The fees for the service are paid electronically Receipt of a license to practice an investment activity, a certificate of 'To Whom it May Concern' (authorized persons) and a certificate of registration for the company
Fees	(0.003) from the value of the declared company capital as a registration fee (the minimum amount for registration of a company is JOD 25) (0.003) stamp duty fee from the value of the registered capital (JOD 500) fees for registering a foreign name for the company if the name is foreign (JOD 100) fee for issuing a license to practice an investment activity (JOD 0.2) company license stamp duty (issuing a license to practice an investment activity) (JOD 15) registration announcement in the Official Gazette fee (JOD 10) bank deposit fee (JOD 10) (JOD 10) fees for filing the attendee list and minutes of the incorporation meeting of the corporate body (JOD 0.7) fees for filing the attendee list and minutes of the incorporation meeting of the corporate body (JOD 10) fees for filing the minutes of the meeting of the body of directors if the company is managed by a body of directors (0.7 JD) stamp duty for filing the minutes of the body of directors meeting (JOD 10) fees for the election of authorized representatives (JOD 0.2) stamp duty for the election of authorized representatives (JOD 10) fees for the election of a chairman, deputy or general manager (JOD 0.2) stamp duty for the election of a president, deputy, or general manager (JOD 10) for issuing an original registration certificate (JOD 0.5) stamp duty for issuing a registration certificate (JOD 10) for issuing a certificate of 'To Whom it May Concern' (JOD 0.5) stamp duty for issuing a certificate of 'To Whom it May Concern' (JOD 10) for authenticating or extracting an exact copy of any document from the company file (JOD 10) for issuing a letter addressed to the Ministry of Interior regarding the facilitation towards granting or renewing a residence permit (JOD 10) for issuing a letter addressed to the Ministry of Interior requesting a security approval (JOD 10) for filing any document in the company file (JOD 10) fee for the registration application form (including the articles of incorporation and the articles of association)
Required duration	51 mins
The final output	Certificate of registration of a foreign limited liability company (leased) A certificate of 'To Whom it May Concern' (authorized representatives) License to practice an investment activity

Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2022 Investment Environment and Registration of Enterprises in Development and Free Zones Regulation of 2015 The Registration and Licensing of Establishments in Free Zones Regulation No. 58 of 2003. Jordan Companies Law No. 22 of 1997 and its amendments The Real Beneficiary Register Regulation No. 62 of 2022 issued pursuant to Paragraph (D) of Article (273/ repeated) of the Companies Law No. 22 of 1997 The Stamp duty Law Companies Law No. 77 of 2008
Additional information	

Registration of a limited liability company (non-leased)

Registration of a limited liability company (non-leased) within the free zones	
Purpose	Registration of a limited liability company (non-leased) operating in free zones
The relevant entity	Jordan Free and Development Zones Group
The beneficiary	
Pre-approvals and prerequisites	Approval of the Ministry of Interior if the investor is a non-Jordanian (security approval) for all nationalities Approval of the investment application (approval of the Director General) A noncriminal record certificate for Jordanians
Registration conditions	The company capital should be no less than JOD 100,000
Required documents	Approval of the investment application (approval of the General Director). Approval of the Ministry of Interior if the investor is a non-Jordanian (security approval) for all nationalities A noncriminal record certificate for Jordanians Personal identification documents for parties concerned (Civil Status ID card for Jordanians) or travel document/ passport for non-Jordanians, provided that they are valid for at least six months A company registration application, its articles of incorporation and articles of association signed by all partners and authenticated by the Registrar, or a licensed attorney, or by a notary Real beneficiary form, personal details form, commitments and declarations The minutes of the founding incorporation meeting and a list of the attendees of the meeting A bank deposit of 100% of the company capital A financial guarantee of JOD 2,000 against any company obligations (deposited in cash company fund as a trust) An official solicitor power of attorney with presenting fees paid, and a personal identification document for the attorney (if the application is submitted by the company attorney) All documents of the foreign company should be authenticated from the country of origin and the Jordanian Embassy there if the partner is (a foreign company) followed by the authentication from the Jordanian Ministry of Foreign Affairs and upon translating them into Arabic they should be authenticated by a notary A copy of the incorporation contract, articles of association or any other document under which the company was formed and a statement of how the company was established (duly authenticated) The power of attorney under which the foreign company authorizes a person residing in Jordan to do business and report on its behalf The foreign company budget at its main headquarters for the last two years, authenticated by a certified account auditor (if the partner is a company) A list of the names of members of the board of directors, the body of directors, partners, or the company authorized signatory for foreign companies (if the partner is a company)
The forms used	Company registration application, incorporation agreement and articles of association Real beneficiary forms Personal details form Commitments and declarations

Procedures/ action steps	The company registration, articles of incorporation and the articles of association application is filled out, and includes all the information and data related to the partners; the application is accompanied by all the partners' personal documents; the real beneficiary disclosure form is filled; the declaration and commitment form and the personal details form are filled out The service recipient receives a bank deposit letter in the amount of 100% of the registered capital The service recipient submits the letter from the local bank stating that 100% of the capital has been deposited into the account of the company under incorporation The submission of minutes of the incorporation meeting showing how the company is managed, further to the articles of incorporation and articles of association, the appointment of a general manager or chairman of the board of directors and deputy chairman of the board of directors, the appointment of authorized representatives and the election of an auditor for the company accounts The fees for the service are paid electronically Receipt of a license to practice an investment activity, a certificate of 'To Whom it May Concern' (authorized persons) and a certificate of registration for the company
Fees	(JOD 3500) for services to non-operating companies (JOD 2500) service allowance for operating companies. (0.003) from the value of the declared company capital as a registration fee (the minimum amount for registration of a company is JOD 25) (0.003) stamp duty fee from the value of the registered capital (JOD 500) fees for registering a foreign name for the company if the name is foreign (JOD 2,000) deposit/ trust guarantee fees (JOD 100) fee for issuing a license to practice an investment activity (JOD 0.2) company license stamp duty (issuing a license to practice an investment activity) (JOD 15) registration announcement in the Official Gazette fee (JOD 10) bank deposit fee (JOD 10) fees for filing the attendee list and minutes of the incorporation meeting of the corporate body (JOD 0.7) fees for filing the attendee list and minutes of the incorporation meeting of the corporate body (JOD 10) fees for filing the minutes of the meeting of the body of directors if the company is managed by a body of directors (0.7 JD) stamp duty for filing the minutes of the body of directors meeting (JOD 10) fees for the election of authorized representatives (JOD 0.2) stamp duty for the election of authorized representatives (JOD 10) fees for the election of a chairman, deputy or general manager (JOD 0.2) stamp duty for the election of a president, deputy, or general manager (JOD 10) for issuing an original registration certificate (JOD 0.5) stamp duty for issuing a registration certificate (JOD 10) for issuing a certificate of 'To Whom it May Concern' (JOD 0.5) stamp duty for issuing a certificate of 'To Whom it May Concern' (JOD 10) for authenticating or extracting an exact copy of any document from the company file (JOD 10) for issuing a letter addressed to the Ministry of Interior regarding the facilitation towards granting or renewing a residence permit (JOD 10) for issuing a letter addressed to the Ministry of Interior requesting a security approval (JOD 10) for filing any document in the company file (JOD 10) fee for the registration application form (including the articles of incorporation and the articles of association)
Required duration	51 mins
The final output	Certificate of registration of a limited liability company(non-leased) A certificate of 'To Whom it May Concern' (authorized representatives) License to practice an investment activity

Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2022 Investment Environment and Registration of Enterprises in Development and Free Zones Regulation of 2015 The Registration and Licensing of Establishments in Free Zones Regulation No. 58 of 2003. Jordan Companies Law No. 22 of 1997 and its amendments The Real Beneficiary Register Regulation No. 62 of 2022 issued pursuant to Paragraph (D) of Article (273/ repeated) of the Companies Law No. 22 of 1997 The Stamp duty Law Companies Law No. 77 of 2008
Additional information	

Registration of a company (leased / special free zone) with limited liability

Registration of a limited liability company (leased/ special free zone) within the free zones	
Purpose	Registration of a company (leased/ special free zone) with limited liability operating in free zones
The relevant entity	Jordan Free and Development Zones Group
The beneficiary	
Pre-approvals and prerequisites	Approval of the Ministry of Interior if the investor is a non-Jordanian (security approval) for all nationalities Approval of the Ministry of Investment A no objection letter from the Master Developer if the applicant wishes to register with it A noncriminal record certificate for Jordanians
Registration conditions	
Required documents	Approval of the investment application (approval of the General Director). Approval of the Ministry of Interior if the investor is a non-Jordanian (security approval) for all nationalities A noncriminal record certificate for Jordanians Personal identification documents for parties concerned (Civil Status ID card for Jordanians) or travel document/ passport for non-Jordanians, provided that they are valid for at least six months A company registration application, its articles of incorporation and articles of association signed by all partners and authenticated by the Registrar, or a licensed attorney, or by a notary Real beneficiary form, personal details form, commitments and declarations The minutes of the founding incorporation meeting and a list of the attendees of the meeting A bank deposit of at least 50% of the company capital An official solicitor power of attorney with presenting fees paid, and a personal identification document for the attorney (if the application is submitted by the company attorney) All documents of the foreign company should be authenticated from the country of origin and the Jordanian Embassy there if the partner is (a foreign company) followed by the authentication from the Jordanian Ministry of Foreign Affairs and upon translating them into Arabic they should be authenticated by a notary A copy of the incorporation contract, articles of association or any other document under which the company was formed and a statement of how the company was established (duly authenticated) The power of attorney under which the foreign company authorizes a person residing in Jordan to do business and report on its behalf The foreign company budget at its main headquarters for the last two years, authenticated by a certified account auditor (if the partner is a company) A list of the names of members of the board of directors, the body of directors, partners, or the company authorized signatory for foreign companies (if the partner is a company)
The forms used	Company registration application, incorporation contract/ agreement and the articles of association Real beneficiary forms Personal details form Commitments and declarations

Procedures / action steps	The company registration, articles of incorporation and the articles of association application is filled out, and includes all the information and data related to the partners; the application is accompanied by all the partners' personal documents; the real beneficiary disclosure form is filled; the declaration and commitment form and the personal details form are filled out The service recipient receives a bank deposit letter in the amount of 100% of the registered capital The service recipient submits the letter from the local bank stating that 100% of the capital has been deposited into the account of the company under incorporation The submission of minutes of the incorporation meeting showing how the company is managed, further to the articles of incorporation and articles of association, the appointment of a general manager or chairman of the board of directors and deputy chairman of the board of directors, the appointment of authorized representatives and the election of an auditor for the company accounts The fees for the service are paid electronically Receipt of a license to practice an investment activity, a certificate of 'To Whom it May Concern' (authorized persons) and a certificate of registration for the company
Fees	(0.003) from the value of the declared company capital as a registration fee (the minimum amount for registration of a company is JOD 25) (0.003) stamp duty fee from the value of the registered capital (JOD 500) fees for registering a foreign name for the company if the name is foreign (JOD 15) registration announcement in the Official Gazette fee (JOD 10) fee for the registration application form (including the articles of incorporation and the articles of association) (10 JD) bank deposit fee (JOD 100) for issuing a license to practice an investment activity (JOD 0.2) stamp duty for issuing a license to practice an investment activity (JOD 10) fees for filing the attendee list and minutes of the incorporation meeting of the corporate body (JOD 0.7) fees for filing the attendee list and minutes of the incorporation meeting of the corporate body (JOD 10) fees for filing the minutes of the meeting of the body of directors if the company is managed by a body of directors (0.7 JD) stamp duty for filing the minutes of the body of directors meeting (JOD 10) fees for the election of authorized representatives (JOD 0.2) stamp duty for the election of authorized representatives (JOD 10) fees for the election of a chairman, deputy or general manager (JOD 0.2) stamp duty for the election of a president, deputy, or general manager (JOD 10) for issuing an original registration certificate (JOD 0.5) stamp duty for issuing a registration certificate (JOD 10) for issuing a certificate of 'To Whom it May Concern' (JOD 0.5) stamp duty for issuing a certificate of 'To Whom it May Concern' (JOD 10) for authenticating or extracting an exact copy of any document from the company file (JOD 10) for issuing a letter addressed to the Ministry of Interior regarding the facilitation towards granting or renewing a residence permit (JOD 10) for issuing a letter addressed to the Ministry of Interior requesting a security approval (JOD 2,000) deposits guarantee
Required duration	51 mins
The final output	Certificate of registration of a company with limited liability (leased / special free zone) A certificate of 'To Whom it May Concern' (authorized representatives) License to practice an investment activity

Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2022 Investment Environment and Registration of Enterprises in Development and Free Zones Regulation of 2015 The Registration and Licensing of Establishments in Free Zones Regulation No. 58 of 2003. Jordan Companies Law No. 22 of 1997 and its amendments The Real Beneficiary Register Regulation No. 62 of 2022 issued pursuant to Paragraph (D) of Article (273/ repeated) of the Companies Law No. 22 of 1997 The Stamp duty Law Companies Law No. 77 of 2008 Investment in Free Zones in Civil Airports Regulation 1999 Principles for Operational Non-Leasing Companies
Additional information	

Step 2: post-registration services

These services are provided outside the scope of the Comprehensive Investment Service and must be provided directly through the relevant entities – electronically or in person.

Registration with the Social Security Corporation ([Click here](#))

Registration with the Income and Sales Tax Department ([Click here](#))

Registration of a trade name ([Click here](#))

Please see Step 2 of Section One of this Manual

Step 3: site selection and obtaining environmental approvals (please see the tables in Step 3)

This includes the investor obtaining the necessary environmental approvals, permits and licenses for a number of economic activities within the free zones by submitting a service request through the Jordan Free and Development Zones Group and issuing permits through the Ministry of Environment.

Issuing an environmental site approval ([Click here](#))

Issuing environmental licenses ([Click here](#))

Four: step 4: obtaining planning regulatory approvals and building permits

Issuance of building permits	
Purpose	Issuing a building permit in free zones
The relevant entity	Jordan Free and Development Zones Group
The beneficiary	The investor
Required documents	Engineering drawings/ blueprints* A financial guarantee of JOD 500 Land parcel site regulatory plan
The forms used	Unified Service Form
Procedures/ action steps	The service recipient submits an application for the approval of engineering drawings/ blueprint If the area does not exceed 60 m2, an illustrative drawing of the building is presented If the area is greater than 60 m2, the drawings/ blueprints must be authenticated by the Jordan Engineers Association If the drawings are of warehouses and hangars, they must be authenticated by the Civil Defense Directorate in addition to the authentication of the Jordan Engineers Association if the area is greater than 100 m2, however, for an area less than this, engineering drawings authenticated by an authorized engineering office are sufficient The service recipient pays a minimum financial guarantee of JOD 500 to ensure compliance with the required instructions and conditions The service recipient receives a commencement/ initiation of building letter directly from the Infrastructure Services Directorate The service recipient receives a report from the Civil Defense Directorate stating his/ her commitment to the requirements of Civil Defense and public safety and making sure that there are no violations of setbacks, and if there are, the fine is paid according to the regulations and instructions in force within the free zones The service recipient receives the building permit signed and duly authenticated In the absence of building area violations, the service recipient receives a refund of the amount deposited as insurance
Fees	JOD 10 for a land parcel site regulatory plan
Required duration	2 days
The final output	Issuance of a building permit
Relevant legislation	Investment Environment Law No. 21 of 2022. Regulating the Investment Environment Regulation No. 7 of 2022 Draft amendment Instructions for the technical conditions for the license to establish buildings and facilities within the free zones issued by the Board of Directors Resolution No. 734/10/2019 dated 10/07/2019
Additional information	In reference to the engineering drawings/ blueprints: If the area does not exceed 60 m2, an illustrative drawing of the building is presented, however, if the area is greater than 60 m2, the drawing must be authenticated by the Jordan Engineers Association If the drawings are of warehouses and hangars, they must be authenticated by the Civil Defense Directorate in addition to the authentication of the Jordan Engineers Association if the area is greater than 100 m2, however, for an area less than this, engineering drawings authenticated by an authorized engineering office are sufficient The building and construction drawings must comply with the applicable technical provisions and instructions required for licenses within the free zone, that have been in force since 2019

Step 5: obtaining sectoral licenses (please see the profiles provided in Step 5 of Section One of this Manual.

Step 6: obtaining licenses to practice business

Obtaining a license to practice an economic activity within the free zones (equivalent to a vocation license)

Issuing a license to practice an economic activity	
Purpose	Obtaining a license to practice an economic activity within the free zones
The relevant entity	Jordan Free and Development Zones Group
The beneficiary	The investor
Special conditions	The economic activity should match the economic activities specified for the region in accordance with the development zone declaration resolution The economic activity must meet regulatory requirements, public safety requirements, and general health and environmental requirements The economic activity should not be listed as a prohibited or restricted economic activities in the Investment Environment Regulation No. 7 of 2023. (Annex 6)
Pre-approvals	Approval of the investment committee (application to rent the investment unit in sealed envelope form/ application for conveyance of the right to benefit from the leased property/ application for investment and benefit from the leased property) Approval of the Ministry of Interior if the investor is a non-Jordanian (security approval) for all nationalities
Required documents	Personal identification documents for the persons concerned (Civil Status ID card for Jordanians) or travel document/ passport for non-Jordanians, provided that they are valid for at least six months A noncriminal record certificate for Jordanians Feasibility study for industrial projects A request for a conveyance of the right to benefit from the leased property for the remaining period of the lease agreement or a request to invest and lease the benefit for the property (sealed envelope/ directly) Approval of the Ministry of Interior A noncriminal record certificate for Jordanians Customs audit Land parcel site regulatory plan Land parcel plan
The forms used	
Procedures/ action steps	The service recipient, upon obtaining the approval of the investment committee (on the request to lease and invest an investment unit or a conveyance of the right to benefit from the leased property), consults the Directorate of Investor Services The service recipient pays the service fees electronically through the eFAWATEERcom service The service recipient receives a copy of the license to practice an investment activity
Fees	(JOD 100) for the license to practice an investment activity for a company (JOD 0.2) company license stamp duty (issuing license to practice an investment activity) (JOD 50) the license to practice investment activity per individual (JOD 0.2) license stamp duty - individuals (issuing an investment activity license)
Required duration	3 working days
The final output	Issuing a license to practice economic activity within the free zones

Relevant legislation	Investment Environment Law No. 21 of 2022. Investment Environment Regulation No. 7 of 2022 Amended Regulation of the Investment Environment and Registration of Enterprises in Free and Development Zones Investment Environment and Registration of Enterprises in Development and Free Zones Regulation of 2015 The Registration and Licensing of Establishments in Free Zones Regulation No. 58 of 2003. Free Zone Services Fees in Free Zones Regulations 2008 Investment in Free Zones Regulation 1987 and its amendments
Additional information	

Obtaining a single approval

Granting a single approval is one of the advantages added through the new Investment Environment Law, as this approval is granted by the Cabinet of Ministers upon the recommendation of the Incentives and Exemptions Committee, if it constitutes a strategic economic activity that contributes to achieving sustainable development. This consent is a substitute to any license, permit or authorization required by any legislation.

A single approval application must meet the following conditions:

1. The economic activity must be a strategic economic activity in accordance with the provisions of Paragraph (A) of Article 28 of the Regulating the Investment Environment Regulation.
2. The economic activity should be exercised by one of the types of companies listed in the Companies Law, excluding a limited liability company, for the duration of the project.
3. The investor must not have been convicted of an economic crime violating the provisions of the Economic Crimes Law, of fraud, or of money laundering, by virtue of a final judgement, whether in the Kingdom or another country.

Single approval card

Obtaining a single approval	
Purpose	Single approval service
The relevant entity	Ministry of Investment
The beneficiary	The investor
Special conditions	The investor/ economic activity must be subject to the Investment Environment Law No. 21 of 2022 and articles 28 and 36 of the Regulating the Investment Environment Regulation
Required documents	A company or establishment register A brief description of the economic activity The expected investment amount A noncriminal record certificate for the partners Account statement showing financial solvency proving the investor's ability to implement the project A regulatory site plan for the plot of land the project is intended to be built upon Engineering drawings/ blueprints of the project by a licensed engineering office An economic feasibility study of the project to include an economic impact study and the project schedule Validation that the project meets the strategic standards according to the provisions of Article 28/ A of the Regulation A summary showing the impact of the project on the local community A bank guarantee/ surety of 2% of the expected investment amount issued by a bank operating in the Kingdom A commitment statement that all the requirements and conditions necessary for the implementation of the project will be complied with
The forms used	The application is submitted electronically through the Ministry website

Procedures/ action steps	The applicant enters all the required data accompanied by the required documents, and the service recipient is notified of the completion of the data and the fulfillment of the initial conditions Upon approval of the application, the fees are automatically determined by the Incentives Committee on the platform and the service recipient is notified electronically by e-mail. Payment for services and fees is made by entering the electronic payment information on the eFAWATEERcom service and receiving the electronic receipt The recommendation for approval is submitted by the head of department and the manager to the Minister of Investment. It is then submitted to the Incentives and Exemptions Committee headed by the Prime Ministey for a decision of approval or rejection The decision of approval or rejection is sent to the service recipient through the electronic platform.
Fees	Fees are determined by the Incentives and Exemptions Committee
Required duration	15 days
The final output	Decision to obtain a single consent
Relevant legislation	Investment Environment Law No. 21 of 2022 Regulating the Investment Environment Regulation No. 7 of 2023
Additional information	For information on the documents necessary to obtain a single approval, the investor can access the electronic platform of the Ministry of Investment on the Ministry website.

Annex 1

A list of stipulated requirements for the site selection for a number of economic activities and are a requirement for obtaining environmental approvals thereafter.

The project		Remoteness from the population, planned regulated zones and sensitive facilities	Distance from contaminating facilities	Distance from a Main Street
Conditions for the location of food factories	Food factories that do not produce odors such as: (Biscuit, candy, sweets, pastries, molasses, meat, pasta, water, juice, canning of vegetables and fruits, pickles, mills, dairy factories)	200m	200 m and 500m from landfills and wastewater treatment plants	
	Food factories within industrial or commercial areas		30m and 50m from chemical facilities and 250m from landfills and wastewater treatment plants	
	Food factories that produce odors such as: vegetable and animal oil factories, halva and tahini	1km	50m and 1km from landfills and wastewater purification plants	100m
	Yeast and spirits factories	2km	500m and 1km from landfills and wastewater treatment plants	100m
	Dairy plants (manual)		200m and 500m from cattle and sheep farms 500m from landfills and wastewater treatment plants	
	Water filtering stations and cup filling lines		200m and 50m for cattle, sheep and poultry farms and 500m from landfills and wastewater treatment plants	

Conditions for factories and plants producing paper and cardboard plates			200m and 500m from landfills and wastewater treatment plants	
Conditions for cosmetics plants factories and			200m and 500m from landfills and wastewater treatment plants	
Conditions for Slaughterhouse sites		2km		300m
Conditions for the locations of animal protein factories		5km		2km
Conditions for the location of sponge factories		500m		100m
Conditions for the sites of Potash industry, glass sand, Gypsum, manufacture, extraction and smelting of minerals, acids, oxidants, chlorine, calcium carbonate, fertilizers, pesticides, petroleum derivatives, tannery, explosives, paper, cardboard, rock wool, paper and cardboard recycling plants and factories		3km		200m
Conditions for the locations of factories producing (detergents, paints, wrought metal plants)		500m	-	50m
Conditions for sites of factories for (textile, glass, paint spraying activities that include organic solvents, smelters and small metal pouring under 100t per month, electroplating plants and fertilizer mixing)		500m		50m
Conditions for the locations of wooden and metal furniture factories (without smelting or extruding)		200m		50m
Conditions for the locations of plastic factories (bags, cups, rolls, tanks), polystyrene factories		250m		50m
Special conditions for plastic shredding sites		500m		50m
Conditions for the sites of the aerobic organic fertilizer project		2km		500m

Conditions for anaerobic organic fertilizer project sites		1km		200m
Conditions for sites of dry waste recycling projects: (paper, cardboard, plastic...)		250m		50m
Conditions for the sites of material retrieval facilities projects (MRF)		1km		100m
Conditions for the sites of material recovery facilities by mechanical and biological methods (MBT)		2km		200m
Conditions for the sites of waste transfer stations projects of (1-50t/ day capacity		500m		100m
Conditions for the sites of waste transfer stations projects of more than 50t/ day		1km		200m
Conditions for the sites of landfill projects with a capacity of 1-1000 t/ year		3km		500m
Conditions for the sites of landfill projects with a capacity of over 1000 t/ year		5 km		1 km
Conditions for the sites of battery recycling projects (lead smelting)		3km		500m
Conditions for the sites of tire and oil recycling projects by chemical or thermal treatment		2km		500m
Conditions for the locations of brick and tile factories, stone and marble saws		500m		50m
Conditions for the sites of sand, stone and marble quarries and quarries for the extraction of raw materials		1.5km	-	300m
Conditions for the sites of Ready-Mix Concrete processing projects		1 km		200 m
Conditions for the sites of rubble quarries (crushers)		2,5 km	-	300 m
Special conditions for the sites of natural resource mining projects such as (Gypsum-Phosphate-Pozzolana)		2.5km	-	300m
Conditions for the locations of cement and Phosphate plants and oil refineries		5km		1km

Conditions for asphalt mixer sites		2.5km	-	500m
Conditions for the location of car washing and oil changing enterprises	Outside planned regulated zoned areas	50		
	Within industrial, light Industry or crafts areas	-		
	Within areas of a commercial land use classification	50		
Conditions for warehouse locations	Food and pharmaceutical warehouses, metal and wooden furniture with an area of more than 100m ²	20m		
	Warehouses of contained chemicals in the form of tanks with a capacity of 1t or more and warehouses of chemicals contained in barrels	250m		50m
	Warehouses for liquefied petroleum gas cylinders	500m		100m
Energy projects	Power plants operating on fossil fuels	2km		500m
	Solar energy projects of PV type or CPV type, which have a generating capacity of more than 5 MW	700m		300m
	Solar energy projects of the Parabolic Trough/CLFR and Dish Stirling type	100m		
Medical waste projects using alternative technologies / devices to incineration as commercial enterprises	Outside planned regulated zoned areas	500m		100m
	Within industrial, light industry or crafts areas	250m		50m
	Within commercially regulated areas			-
Fish farms	Less than 3t	200m		100m
	From 3-20t	500m		200m
	More than 20t	1km		300m
Poultry farms	Farm area 500m ²	0.5km		100m
	Farm area 1000m ²	0.6km		150m
	Farm area 2000m ²	0.7km		200m

	Farm area 3000m2	0.8km		250m
	Farm area 4000m2	0.9km		300m
	Farm area 5000m2	1km		350m
	The farm area is 6000m2	1.1km		400m
	The farm area is 7000m2	1.2km		450m
	The farm area is 8000m2	1.3km		500m
	Farm area 9000m2	1.4km		550m
	Farm area 10000m2	1.5km		600m
Sheep farms	From 1-100 head	0.5km		100m
	From 101-200 head	1km		200m
	From 201-400 head	1.5km		300m
	From 401-800 head	2km		400m
	From 801-1600 head	2.5km		500m
	From 1601-3200 head	3km		600m
	From 3201-6400 head	3.5km		700m
	From 6401 – 12800 head	4km		800m
	12801 head and more	4.5km		900m
Cow farms	1-20 head	0.5km	-	100m
	21-40 head	1km		100m
	41-80 head	1.5km		200m
	81-160 head	2km		300m
	161-320 head	2.5km		400m
	321-640 head	3km		500m
	641-1280 head	3.5km		600m
	1281-2560 head	4km		700m
	2561 and above	4.5km		800m
Horse farms	1-5 head	0.5km		100m
	6-10 head	0.6km		100m
	11-20 head	0.7km		100m
	21-40 head	0.8km		100m
	41-80 head	0.9km		100m
	81-160 head	1km		100m

Conditions for the locations of poultry farms, sheep farms (goat and lamb), cow farms, horse farms
Compliance with the relevant instructions of the Ministry of Agriculture

Annex 2

	Low-risk economic activities according to environmental classification criteria
1	Crop growing activities and nurseries
2	Knitting, sewing, embroidery and knitwear workshops
3	Upholstery workshops
4	Repair shop for metalworking products
5	Machine repair shop
6	Electronic and optical equipment repair shop
7	Electrical equipment repair shop
8	Repair Shop of transportation equipment, except for motor vehicles
9	Other equipment repair shop
10	Oil change businesses and car service centers
11	Food warehouses of an area of less than 100m2
12	Medicine and medical materials warehouses of an area under 100m2
13	Vehicle spare parts warehouses of an area of under 122m2.
14	Preparing sites for construction
15	Electrical installations
16	Plumbing, Heating and air conditioning works
17	Completion and finishing of buildings
18	Wholesale and retail trade of motor vehicles and motorcycles
19	Motor vehicle maintenance and repair workshop
20	Sale of motor vehicle spare parts and accessories
21	Sale, maintenance and repair of motorcycles, their spare parts and accessories
22	Other wholesale trade, except for places and yards selling scrap and waste
23	Service activities related to land transport
24	Service activities related to sea & ocean transport
25	Air transport-related service activities
26	Cargo handling
27	Other transport support activities
28	Postal activities
29	Activities of private mail carriers
30	Food and beverage service activities
31	Restaurant and mobile catering activities excluding food factories
32	Serving meals at events
33	Butcher shops, fish shops
34	Bakeries
35	Other food service activities
36	Beverage serving activities

37	Publishing activities except printing presses
38	Activities for the film production, TV shows, sound recordings, music publishing
39	Programming and broadcasting activities
40	Audio broadcasting
41	Programs, radio and television activities
42	Communications
43	Telecommunication activities
44	Radio communication activities
45	Satellite communications activities
46	Other communication activities
47	Computer programming, consulting and related activities
48	Information services activities
49	Financial and insurance activities
50	Real estate activities
51	Legal activities
52	Accounting activities, bookkeeping activities, auditing and tax consultations
53	Main office activities (for companies)
54	Consultancy activities in the field of management
55	Architectural and engineering activities and related technical consultant services
56	Technical tests and analyses
57	Scientific research and development
58	Advertising
59	Market research and opinion polls
60	Specialized design activities
61	Photography activities
62	Other professional, scientific and technical activities not classified elsewhere
63	Veterinary activities
64	Leasing activities
65	Employment and recruitment activities
66	Travel agencies, tour operators, booking services and related activities
67	Security and investigative activities
68	General cleaning of buildings and premises
69	Building cleaning and other industrial cleaning activities with referencing the instructions prohibiting the use of sand blasting
70	Activities related to the service and maintenance of landscaping
71	Office administrative activities, office support activities and other business support activities
72	Integrated office management services activities
73	Document photocopying, document preparation and other specialized office support activities

74	Activities of call centers communication services
75	Organization of conferences and trade exhibitions
76	Activities of payment collection agencies and credit bureaus
77	Other support service activities for works not classified elsewhere
78	Education
79	Activities of medical and dental clinics except hospitals
80	Other activities in the field of human health
81	Facilities for providing nursing care with accommodation
82	Residential care activities for people with mental disabilities, psychiatric patients and addicts
83	Residential care activities for the elderly and people with disabilities
84	Other care activities with accommodation
85	Group work activities, without accommodation
86	Creative activities, arts and leisure activities
87	Activities of libraries, archives, museums and other cultural activities
88	Sports activities, leisure and entertainment activities
89	Activities of organizations that have membership
90	Repair of computer equipment and computer peripherals
91	Repair of communication equipment
92	Repair of consumer electronics
93	Repair of household appliances, household equipment, fire equipment
94	Repair of shoes and leather products except tanning/ dying
95	Repair of other personal and household goods except tanning (watches, washing and cleaning of textiles and fur products (dry)
96	Hairdressing and other types of cosmetology
97	Funeral and related activities
98	Other personal service activities not classified elsewhere

Annex 3

	Economic activities of limited risk according to environmental classification criteria
1	Car body work and painting enterprises Dry clean and car wash
2	Glass workshops
3	Ceramics, pottery, clay and mosaic workshops.
4	Textile workshops for making clothes, shoes, fabrics, furs, carpets and bags (without dyeing or or washing operations).
5	Grading and packing projects, packing and packaging of vegetables and fruits.
6	Dairy and cheese factories
7	Grain mills
8	Packing of food items such as rice, sugar, starch, cereals
9	The manufacture of chocolate, cocoa, confectionery.
10	Food factories such as biscuits, candies, chips, meat, Halva with Tahini, pasta and juices
11	Pickle factories
12	Jewelry and costume jewelry workshops without smelting.
13	Marble tiles plants
14	Brick plants
15	Stone cutters/ saws
16	Water purification and cup filling stations plants
17	Ice plants and factories
18	Workshops for poured metal except lead
19	Food warehouses with an area exceeding 122m2
20	Warehouses for timber, iron or cement
21	Medicines and medical materials warehouses of an area exceeding 100m2
22	Vehicle spare parts warehouses of an area exceeding 100m2.
23	Vocation and artisanal workshops, including blacksmithing, carpentry, lathes and metalworking
24	Plastic shredders
25	Warehouses for building materials
26	Gas cylinders warehouses
27	Food preparation workshops for distribution purposes
28	Plastic factories
29	Detergent mixing plants and plants
30	Quarries, land reclamation and crushers
31	Sorting and compacting dry waste
32	Wooden and metal furniture factories
33	Factories and plants for cosmetic materials

34	Tobacco and shishah molasses factories
35	Overnight parking of cars and machinery
36	Decentralized sewage treatment plants designed for a flow that serves less than 100 inhabitants per day
37	Livestock and fish farming projects include: Fish farming and aquaculture projects with a production capacity of 20t per year Cow and buffalo breeding projects in which the production capacity of the project is about 100 head Horse breeding projects in which the production capacity of the project is 200 head Lamb and goat breeding projects with a production capacity of 2000 head Poultry, quail and rabbit breeding projects with a production capacity of 50,000 animals
38	Factories and workshops for the formation of paper and cardboard dishes and cups.
39	Solar power generation projects for projects less than 5MWs using photovoltaic panels

	Medium-risk economic activities according to environmental classification criteria
1	Livestock and fish farming projects include: Fish farming and aquaculture projects in which the production capacity of the project is 20t per year or more Cow and buffalo breeding projects in which the production capacity of the project is 100 head or more Horse breeding projects in which the production capacity of the project is 200 head or more Lamb and goat breeding projects in which the production capacity of the project is 2000 head or more Poultry, quail and rabbit breeding projects in which the production capacity of the project is 50,000 or more
2	Dairy and cheese factories
3	Milk factories
4	Alcoholic/ spirits beverages factories
5	Sponge factories
6	Asphalt mixers
7	Commercial facilities for storing crude oil, gas, oil derivatives and petrochemical products with a storage capacity of 1000 - 5000t
8	An electric power plant using solar energy for projects where the production is from 5-20MW using photovoltaic panels
9	Tourist and recreational projects, which include parks, golf courses and shooting ranges.
10	High-rise buildings more than 15 floors, large commercial buildings(malls), multi-story parking lots
11	Waste management, treatment and disposal projects which include: Landfills that receive less than 1000t of waste per year Waste transfer stations with a storage capacity of less than 50t/ day Material retrieval facilities (MRF) Anaerobic and aerobic organic fertilizer factories
12	Fertilizer mixing projects
13	Paper and cardboard recycling plants
14	Industrial use of alternative fuels
15	Decentralized sewage treatment plants designed for a flow that serves less than 2,000 inhabitants per day
16	Industrial wastewater treatment plants for one facility

	High-risk economic activities according to environmental classification criteria
1	Extraction of crude oil and natural gas
2	Crude oil refineries and the manufacture of refined petroleum products
3	Mining, metallurgic and mine expansion. The mining industries include but are not limited to cement, gypsum and clinker, for example
4	Energy production projects to include but not limited to: Industrial facilities for the production of electricity, steam and hot water Industrial facilities for the transportation of gas, steam and hot water Electric power plants High-voltage electric power transmission line of a length of greater than 11km An electric power plant using wind energy. An electric power plant using solar energy for projects over 22MW using photovoltaic panels An electric power plant using concentrated solar energy
5	Chemical plants to include but not limited to: (Pesticides, peroxides, paints, solvents, fertilizers, and petrochemicals)
6	Manufacture of batteries
7	Metallurgical plants that include one or more of the following operations: (Extruding, galvanizing, smelting, purification and coating), to name a few: - Copper factories. - Aluminum factories. - Iron factories.
8	Facilities for the manufacture of transport machinery and the manufacture of its engines (e.g.: cars, trains, etc..)
9	Construction projects of main roads, railways, bridges, airports, ports, shipyards, boats, sea platforms, sea backfill projects and waterways to allows the passage of ships
10	Glass and fiberglass factories
11	Sugar factories
12	Yeast factories
13	Factories of vegetable oils and fats
14	Manufacture of weapons and ammunition
15	Slaughterhouses
16	Nuclear facilities include: Nuclear reactor Processing and storage of nuclear fuel or radioactive waste Reprocessing of radioactive nuclear fuel Production and enrichment of nuclear fuel Facilities for the management and disposal of nuclear fuel or radioactive waste
17	Water collection, treatment and delivery projects that include any of: A water supply network to serve a population of more than 250,000 inhabitants Artificial dams and lakes Facility for the transfer of 20,000m³ of water Desalination plants for river and sea water Groundwater extraction or an industrial groundwater recharge scheme where the annual volume of extracted or recharged water is equivalent to or exceeds 3million m³.
18	Centralized sewage treatment plants and sewage networks Decentralized treatment plants designed for a flow that serves more than 2000 inhabitants per day

19	Waste management, treatment and disposal projects which include: Landfills that receive 1000t or more of waste per year Waste transfer stations with a storage capacity of 50t per day or more Mechanical and biological material recovery facilities (MBT)
20	Alternative fuel production plants
21	Hazardous waste treatment, disposal and storage projects, which include any of: Facilities for the treatment or disposal of hazardous waste or landfills for hazardous waste Recycling projects of used batteries, used tires, used electronic devices and spent oils.
22	Rehabilitation projects of solid waste landfill sites and facilities
23	Construction and/or rehabilitation or dismantling of pipelines for the transportation of oil, gas or chemicals with a diameter of or exceeding 1m and/ or a length of 12km.
24	Commercial facilities for the storage of crude oil, gas, oil derivatives and petrochemical products with a storage capacity of more than 1222t.
25	Animal protein factories
26	Industrial/ artisanal cities
27	Sports cities
28	Textile and leather factories and workshops for manufacturing clothes, shoes, fabrics, furs, carpets, bags, that carry out one of the following operations: Tanning Washing
29	Porcelain and porcelain factories
30	Rubber and plastics factories
31	Paper and cardboard factories
32	Medical waste incineration projects
33	Industrial wastewater treatment plants for more than one facility.
34	Table salt factories except packaging.

Restricted economic activities			
No.	Economic activity	The entity responsible for the restricted economic activity/approval authority	Restricted economic activities
1	Weapons and war machines	Cabinet of Ministers Ministry of the Interior	The manufacture of war machines of all kinds Arms and ammunition industry Explosives industry
2	Legal services	The Bar Association	Attorney offices Legal consulting offices
3	Public accounting	Ministry of Industry, Trade and Supply Jordanian Association of Certified Public Accountants	Public accountant offices Public accountant companies Tax consulting offices
4	Financial services	Central Bank of Jordan	Banks Currency exchange offices Stock exchange offices Deposit guarantee
5	Insurance and reinsurance	Central Bank of Jordan	Insurance companies Reinsurance companies
6	Travel and tourism agents	Ministry of Tourism and Antiquities Ministry of Awqaf, Islamic Affairs and Holy Places	Tourism and travel offices Hajj and Umrah Services offices
7	Engineering services	Jordan Engineers Association	Engineering offices
8	Land transportation services	Land Transport Regulatory Commission	Passenger transportation Transportation of goods and containers on roads
9	Radio and television broadcasting services	Media Commission	Terrestrial television broadcasting Satellite television broadcasting Radio broadcasting Re-broadcasting of radio or television broadcasts Artistic production and distribution
10	Mining services	Energy and Minerals Regulatory Commission	Quarries Crushers Cement Phosphates Coal mining Oil extraction Potash extraction Other extraction activities
11	Security and protection services	Ministry of the Interior	Armed security services Unarmed security services
12	Basic educational services	Ministry of Education	Kindergartens Private schools Educational centers
13	University education services	Ministry of Higher Education and Scientific Research	Universities Intermediate community colleges Institutes

14	Economic activities related to aviation	Civil Aviation Regulatory Commission	Air transportation of passengers and cargo Air ambulance services Air navigation and guidance services Ground services at the airport Ground handling agent Air freight forwarder Formal air freight forwarder Formal agent for air mail Aircraft and air transport equipment rental Supervisory agent for charter and private aircraft services Aircraft maintenance management Training and qualification of flight attendants Flight training and aircraft piloting Rental of airships and helicopters for recreation Paragliding clubs, air games and recreational air activities Operation of a civil airport open for public and private use Aircraft maintenance Maintenance of rubber tires for vehicles, equipment and machinery, except for renovation Manufacture of navigation and aviation guidance equipment Aircraft industry Manufacture of spare parts for aircraft and other auxiliary equipment Manufacture of ground equipment for flight training
15	Customs clearance	Jordan Customs Department	Customs clearance services Customs consulting services
16	Fuel supply services	Ministry of Energy and Mineral Resources Jordan Petroleum Refinery Company	Gas stations Gas distribution stations Fuel distribution
17	Telecommunications services	Telecommunications Regulatory Commission	Telecommunications Supplying of internet
18	Health services	Ministry of Health	Medical and dental clinics Hospitals Laboratories Physical or health centers Physical therapy Pharmacies
19	Electricity services	Electricity Regulatory Commission	Electricity generation Electricity distribution
20	Power generation	Ministry of Energy and Mineral Resources Energy and Minerals Regulatory Commission	Non-renewable energy Renewable energy
21	Publishing and distribution services	Media Commission	Printing presses Newspapers, periodicals and magazines Publishing and distribution
22	Construction contractor services	Ministry of Public Works and Housing Jordanian Construction Contractors Association	Construction contractors of all categories

Annex 7

Prohibited economic activities according to the Regulating the Investment Environment Regulation for sectors, activities and services of activities benefiting from the Comprehensive Investment Service

Prohibited economic activities	
1	Manufacture, storage or trade of radioactive, nuclear or environmentally harmful substances
2	Manufacture, storage or trade of dangerous, narcotic or toxic substances, except for the requirements of the industry authorized to establish them under the relevant legislation.
3	Printing of banknotes, stamps, manufacture of coins
4	Production and trade of active biological and genetic materials
5	Industry, production of cigarettes, tobacco and shisha molasses
6	Any other activities that are decided to be prohibited in accordance with the applicable legislation

