

Datasheet for business formalities.

Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

REGISTRATION DATA		
Name of formality	License to Operate the Business relating to Software and Internet Information Centre	
Type of formality	License	
Formality Code	Date of last modification	Responsible Authority
MoPT-ITTD-20	30.12.2017	Department of Information and Communication Technology

BACKGROUND DATA	
Means of presentation	At the Authority Offices
Specific sector linked to the formality	J - Information and communication
Purpose for enforcing the business formality	In order to ensure the efficiency, safety and fairness for the provisions of these services by the entrepreneurs to the general public and consumer.
Who should complete this business formality?	Any person or legal entity that intends to carry out business relating to software (including software development, installation, distribution and rental) and internet information centre (development and provision of information, image, sound, video in the electronic form displayed via electronic devices connected to internet).
The formality has online information?	YES
Link to online information	www.ITD.Gov.la
The formality has an application form?	YES
Any additional comment concerning the formality	1. Operate the business without this Formality shall be subject to penalty of 10,000,000 LAK; and 2. Failure to renew this Formality within 30 days after the expiration of the Formality shall be subject to penalty of 1,000,000 LAK.

REQUIREMENTS AND SUPPORTING EVIDENCE		
Time it takes to the authorities to process the formality	10	In case the application package is incomplete or inaccurate or the applicant does not meet the qualifications, the Department shall notify the applicant within 5 working days.
Qualifications needed by the business to get the formality	1. Have the technical staffs that are competence with the service that they will be providing; 2. Have a appropriate location; 3. Not be subject to any confiscation, bankruptcy or insolvency process under the laws of Lao PDR; and 4. Shall provide services that are in strict compliance with the technical and safety standards as	

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REQUIREMENTS AND SUPPORTING EVIDENCE	
	defined under Agreement No. 143/MoPT (i.e. shall be compatible to use in Lao language, be efficient and fit in with the international standard of ISO/IEC 29110.
Is there any reason for the authority to deny the issuing of the formality?	Deny in the case that the applicant cannot meet the required qualification or conditions defined under the law.

RENEWAL INFORMATION	
Does the formality have a validity or an expiration date?	How long will the formality be valid for? (in months)
YES	12
What is the process and conditions to renew the formality?	The renewal shall be undertaken at least 30 days prior to the expiration and the Department will review the renewal application within 5 working days.

ISSUING FEES				
Has application fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Application fees businesses need to disburse	Total fees businesses need to disburse
YES	500000.00	50000.00	50000.00	600000.00
Comments	Reference: Presidential Edict 03/PR			

RENEWAL FEES				
Has renewal fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Renewal fees businesses need to disburse	Total renewal fees businesses need to disburse
YES	500000.00	50000.00	50000.00	600000.00
Comments	Reference: Presidential Edict 03/PR			

LEGAL FRAMEWORK			
Name	Number	Date	Comment

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LEGAL FRAMEWORK			
Law on Information and Communications Technology	02/ສພຊ	11.07.2016	Part V ICT Business Activities Article 35 to Article 38
Order on the Operation of the Software Business and Internet Information Service Centre	143/ປທສ	20.01.2017	Article 5 to 12

REQUIRED DOCUMENTS	
Document Name	Comment
Certificate for Enterprise Registration of Company Limited	
Education Qualification Evidence	
Bank Statement confirming the capital importation	ໃບຢັ້ງຢືນສະຖານະການເງິນ/ບັນຊີເຄື່ອນທຸລະກິດ ຈາກທະນາຄານ ພາຍໃນ ສປປ ລາວ
Copy of ID card or Family book of Managing Director	
Copy of Passport of the Managing Director	
Feasibility Study	
Location Confirmation of Enterprise	
Curriculum vitae of Managing Director	
Power of Attorney (in case the applicant appoints the attorney to proceed with the application)	
Address Certification	
Photograph of the Managing Director	ຮູບສີ 3x4 ຈຳນວນ 2 ໃບ ບໍ່ໃຫ້ເກີນ 3 ເດືອນ

STATISTICS (Issue or/and renewed number)		
Year	Issued	Renewed
2016	0	27

LIST OF ATTACHED DOCUMENTS		
Name of document	Type of document	File of document

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LIST OF ATTACHED DOCUMENTS

ໃບຄໍາຮ້ອງ

Application form

599b9e51815a6.pdf

ຂໍໃບອະນຸຍາດດໍາເນີນທຸລະກິດດ້ານເຕັກໂນໂລຊີຂໍ້ມູນຂ່າວສານ