

Datasheet for business formalities.

Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

REGISTRATION DATA		
Name of formality	Business Visa for Work (LA-B2)	
Type of formality	Other	
Formality Code	Date of last modification	Responsible Authority
MoFA-CD-4	14.11.2017	Consulate Department

BACKGROUND DATA	
Means of presentation	At the Authority Offices
Specific sector linked to the formality	All sectors
Purpose for enforcing the business formality	In order to manage, supervise, inspect and collect statistics of the immigration-emigration of foreigners and keep the track record of what are the specific purpose that such foreigner is in Lao PDR for.
Who should complete this business formality?	Any legal entity that intends to import the foreigner for work, the legal entity shall submit the request letter for their employee and the foreigner that intends to come work for such entity shall apply for the visa.
The formality has online information?	NO
Link to online information	
The formality has an application form?	NO
Any additional comment concerning the formality	The enterprise that will apply for visa for their employee shall submit the request letter in the form and substance as defined and declared.

REQUIREMENTS AND SUPPORTING EVIDENCE	
Time it takes to the authorities to process the formality	6 The relevant legal act does not define the review period but the authority informed that the normal review period shall not exceed 3 working days per visa; provided that the foreign employee shall apply for 2 visas: 1) single visa for the application of the work permit and stay permit; and 2) multiple visa. Therefore, the total review period shall be 6 working days for the whole process.
Qualifications needed by the business to get the formality	1. The entity that intends to apply for the visa for their employee shall be legally incorporated under the Lao PDR laws and get the labor quota as required under Lao PDR laws; 2. The foreign labour shall have the employment contract with the enterprise; and shall obtain 1) single visa; 2) work permit; and 3) stay permit from the relevant lined agencies under the Lao PDR laws.

Datasheet for business formalities.

Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

REQUIREMENTS AND SUPPORTING EVIDENCE	
Is there any reason for the authority to deny the issuing of the formality?	Deny only in case that the Ministry of Labour and Social Welfare or the Ministry of Public Security rejects the work permit or stay permit application of the foreign labor.

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 validity of this Formalities may be 3 months, 6 months or 12 months depending on the term of the employment contract.

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	20000.00	1200000.00	25000.00	1245000.00
Comments	- Reference: Presidential Edict No. 03/PR - For the first single visa, the fee shall be collected at the rate from 20 to 42 USD, depending on the nationality of the applicant (Referring to Notification No. 256/MOFA.FCD, dated 25 February 2009). - Service Fee for the visa issuance on arrival 5,000 LAK per person and the service fee for the visa issuance at the foreign Embassy / Consulate 20,000 LAK per person.			

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	20000.00	1200000.00	25000.00	1245000.00
Comments	- Reference: Presidential Edict No. 03/PR - For the first single visa, the fee shall be collected at the rate from 20 to 42 USD, depending on the nationality of the applicant (Referring to Notification No. 256/MOFA.FCD, dated 25 February 2009). - Service Fee for the visa issuance on arrival 5,000 LAK per person and the service fee for the visa issuance at the foreign Embassy / Consulate 20,000 LAK			

Datasheet for business formalities.
Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

RENEWAL FEES	
	per person.

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Law on Entry-Exit and Management of Foreigners in Lao PDR	59/ສພຊ	26.12.2014	Chapter 4 Types and the Issuance of Visa (Article 19 to 22)

REQUIRED DOCUMENTS	
Document Name	Comment
Copy of Passport	
Permit for Foreign Labour to Work in Lao	ສະບັບສໍາເນົາ
Permit to Stay for Foreign Investor	ສະບັບສໍາເນົາ
Request Letter	
Request for Importation Quota of Foreign Labour	ສະບັບສໍາເນົາ
Permit to Import Foreign Worker	ສະບັບສໍາເນົາ

STATISTICS (Issue or/and renewed number)		
Year	Issued	Renewed
2017	70000	0

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