

Datasheet for business formalities.

Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

REGISTRATION DATA		
Name of formality	License to Carry out Electronic Transactions Business	
Type of formality	License	
Formality Code	Date of last modification	Responsible Authority
MoST-ITD-18	30.12.2017	Department of Information Technology

BACKGROUND DATA	
Means of presentation	At the Authority Offices
Specific sector linked to the formality	All sectors
Purpose for enforcing the business formality	Electronic transaction is new business model for Lao PDR but it can be accessible easily by the general public and it is difficult to be traced; therefore, it is necessary to issue this Formality to control, manage and monitor the business operator in this field.
Who should complete this business formality?	Any person or individual, organizations who intends to carry out online business such as e-commerce, e-service performance, electronic financial transactions or electronic signature verification service.
The formality has online information?	NO
Link to online information	
The formality has an application form?	YES
Any additional comment concerning the formality	

REQUIREMENTS AND SUPPORTING EVIDENCE		
Time it takes to the authorities to process the formality	15	Relevant laws do not define the review period but the authority informed that the normal review period does not exceed 15 working days.
Qualifications needed by the business to get the formality	1. No history of fraud, not in bankruptcy proceedings, not in a period of default, or as a defendant in a similar case; 2. Having at least 70% bank guarantee on the bank (70%) of the registered capital. 3. Having technical staff that has expertise on the relevant transaction.	
Is there any reason for	Deny in case the applicant do not meet the required qualifications or conditions.	

Datasheet for business formalities.

Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

REQUIREMENTS AND SUPPORTING EVIDENCE	
the authority to deny the issuing of the formality?	

RENEWAL INFORMATION	
Does the formality have a validity or an expiration date?	How long will the formality be valid for? (in months)
YES	36
What is the process and conditions to renew the formality?	

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	300000.00	300000.00	20000.00	620000.00
Comments	Reference: As informed by the authority			

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	100000.00	300000.00	20000.00	420000.00
Comments	Reference: As informed by the authority			

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Law on Electronic Transaction	20/ສພຸຸ	07.12.2012	Articles: 1, 2,3, 28

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

REQUIRED DOCUMENTS	
Document Name	Comment
Detail for Method of Production	ໜັງສືອະທິບາຍກ່ຽວກັບ ເຕັກໂນໂລຊີຂໍ້ມູນຂ່າວສານທີ່ນຳໃຊ້ໃນການໃຫ້ບໍລິການ
Brief of Producing Method	ໜັງສືອະທິບາຍກ່ຽວກັບ ລະບຽບການ, ຂັ້ນຕອນ ແລະ ມາດຕະຖານຂອງວິສາຫະກິດທີ່ນຳໃຊ້ໃນການໃຫ້ບໍລິການ
Certificate for the Issuance of the Tax Identification Number	
Certificate for Enterprise Registration of Company Limited	
Curriculum vitae of Technical Staffs	ຄັດຕິດຊີວະປະຫວັດວິຊາການຫລັກ ແລະ ສຳເນົາປະກາດສະນິຍະບັດ
Location Map of the Enterprise	ຄັດຕິດແຜນທີ່ຂອງສະຖານທີ່ຕັ້ງວິສາຫະກິດ
Power of Attorney (in case the applicant appoints the attorney to proceed with the application)	ໃບມອບສິດ(ໃນກໍລະນີເປັນຕົວແທນ)
Copy of ID card or Family book of Managing Director	ສຳເນົາບັດປະຈຳຕົວ,ໜັງສືຜ່ານແດນ ເຈົ້າຂອງ

STATISTICS (Issue or/and renewed number)		
Year	Issued	Renewed
2016	3	0

LIST OF ATTACHED DOCUMENTS		
Name of document	Type of document	File of document
ໃບຄຳຮ້ອງຂໍອະນຸຍາດດຳເນີນທຸລະກິດໃຫ້ບໍລິການກ່ຽວກັບທຸລະກຳທາງເອເລັກໂຕຣນິກ	Application form	5a17d475e9fd1.pdf
ໃບຄຳຮ້ອງຂໍສືບຕໍ່ອະນຸຍາດດຳເນີນທຸລະກິດໃຫ້ບໍລິການທຸລະກຳທາງເອເລັກໂຕຣນິກ	Application form	5a2617c8e5ad9.pdf