

GENERAL INFORMATION	
Name of formality	Stay Permit for Foreign Worker
Type of formality	Other
Date of last modification	10.11.2017
Responsible Authority	Foreign Control Department
Who should apply for this formality?	Foreigners who intend to stay in Lao PDR as registered investors, workers, experts, journalists, students, and partners of Lao citizens.
Qualifications needed by the business to get the formality	1. As defined in the law on immigration and foreigners' control in Lao PDR, No. 59/NA.2. Being employed by a registered company or enterprise which operates the business in accordance with the laws of Lao PDR.3. Workers shall acquire a working visa (LA-B2) and a work permit from related agencies in compliance with the laws of Lao PDR.

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Law on Entry-Exit and Management of Foreigners in Lao PDR	59/NA	26.12.2014	Part III, Chapter 2, Article 33 and 34
Presidential Ordinance on Fees and Service Fees	003/PO	26.12.2012	Article 37 and 39

REQUIRED DOCUMENTS FORMALITIES		
Name	Type	Comment
\$_{SUPPORT_NAME}\$	\$_{SUPPORT_TYPE}\$	\$_{SUPPORT_COMMENT}\$

LIST OF ATTACHED DOCUMENTS FOR FIRST TIME APPLICATION		
Name of document	Type of document	File of document

\${ATTACHMENT_NAME}	\${ATTACHMENT_TYPE}	\${ATTACHMENT_FILE}
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LIST OF ATTACHED DOCUMENTS FOR RENEW APPLICATION		
Name of document	Type of document	File of document
\${ATTACHMENT_NAME_RENEW}	\${ATTACHMENT_TYPE_RENEW}	\${ATTACHMENT_FILE_RENEW}

MEAN OF PRESENTATION		
Means of presentation	At the Authority Offices	
Address of authority	Foreign Control Department, Ministry of Public Security	
Time it takes to the authorities to process the formality	3	The relevant laws do not define it, but there is a specific regulation mentioning that it shall not exceed 3 working days

RENEWAL INFORMATION	
Does the formality have a validity or an expiration date?	How long will the formality be valid for? (in months)
YES	0
What is the process and conditions to get the formality?	
What is the process and conditions to renew the formality?	The validity of the permit depends on the employment contract of a foreigner. It can be 3 months, 6 months, or 12 months.

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	0.00	0.00	0.00	0.00

Comments	Refer to the Ordinance on the Fees and Service Charges, No. 003/PO, Article 37 and 39- For 12 months, the service charge is 100,000 LAK, the fee is 1,200,000 LAK, and the application form is 5,000 LAK, the total is 1,305,000 LAK.For 6 months, the service charge is 100,000 LAK, the fee is 600,000 LAK, and the application form is 5,000 LAK, the total is 705,000 LAK.For 3 months, the service charge is 20,000 LAK, the fee is 300,000 LAK, and the application form is 5,000 LAK, the total is 325,000 LAK.			
ADDITIONAL ISSUING FEES				
Additional fee names				
NO	0.00	0.00	0.00	0.00
Additional fee comments				

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	1200000.00	5000.00	1305000.00
Comments	Refer to the Ordinance on the Fees and Service Charges, No. 003/PO, Article 37 and 39.			
ADDITIONAL RENEWAL FEES				
Additional renewal fees names				
NO	0.00	0.00	0.00	0.00
Additional renewal fees comments				