

<b>GENERAL INFORMATION</b>	
<b>Name of formality</b>	Permit for Sending Lao Labour to Thailand, Japan, and Korea
<b>Type of formality</b>	Other
<b>Date of last modification</b>	27.10.2020
<b>Responsible Authority</b>	Skill Development and Employment Department
<b>Who should apply for this formality?</b>	Any individual, legal entity, and organization related to the exportation of Lao labour (recruitment agencies, recruitment centers)Decree on Sending Lao Labour Abroad, No. 245/PM
<b>Qualifications needed by the business to get the formality</b>	1. Be a recruitment agency obtaining a business operating license for domestic and overseas recruitments, and shall operate the business at least 60 days before the expiry date of the license.2. Have a registered capital and secure funds as defined in the laws.3. Have a representative agency in the receiving countries in order to contact, coordinate and support Lao labour.4. Have a labour market and employees certified by the local authorities.5. Have the internal labour regulations approved by the Labour Management sector.6. Have a labour supply contracts, contracts between recruitment agencies, and the contract between the employers and the workers.(Decree on Sending Lao labour Abroad, No. 245/PM, Article 13)

<b>LEGAL FRAMEWORK</b>			
<b>Name</b>	<b>Number</b>	<b>Date</b>	<b>Comment</b>
Law on Labour (Revised)	43/NA	24.12.2013	
Decree on the Export of Labours to Foreign Countries	245/GOV	22.05.2020	
No name	37/ສບຊ	17.07.2023	
No name	850	11.03.2026	

<b>REQUIRED DOCUMENTS FORMALITIES</b>
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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}`

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		
<b>Means of presentation</b>	At the Authority Offices	
<b>Address of authority</b>	Skill Development and Employment Department, Ministry of Labor and Social Welfare	
<b>Time it takes to the authorities to process the formality</b>	5	After all submitted documents are complete and accurate, the Ministry of Labour and Social Welfare shall review and approve the issuance of the permit for sending Lao labor abroad within 5 working days.(Decree on Sending Lao Labour Abroad, No. 245/PM, Article 1)

RENEWAL INFORMATION	
Does the formality have a validity or an expiration date?	How long will the formality be valid for? (in months)
NO	48
<b>What is the process and conditions to get the formality?</b>	
<b>What is the process and conditions to renew the formality?</b>	

<b>ISSUING FEES</b>				
<b>Has application fees?</b>	<b>Service fees businesses need to disburse</b>	<b>Certificate fees businesses need to disburse</b>	<b>Application fees businesses need to disburse</b>	<b>Total fees businesses need to disburse</b>
YES	0.00	100000.00	0.00	100000.00
<b>Comments</b>	Refer to the presidential Ordinance on the Fees and Service Charges, No. 003/PO, Article 84 (the fee is per person per time)			
<b>ADDITIONAL ISSUING FEES</b>				
<b>Additional fee names</b>				
NO	0.00	0.00	0.00	0.00
<b>Additional fee comments</b>				

<b>RENEWAL FEES</b>				
<b>Has renewal fees?</b>	<b>Service fees businesses need to disburse</b>	<b>Certificate fees businesses need to disburse</b>	<b>Renewal fees businesses need to disburse</b>	<b>Total renewal fees businesses need to disburse</b>
NO	0.00	0.00	0.00	0.00
<b>Comments</b>	The permit for sending Lao labour abroad is valid for 4 years and cannot be extended, but they can only extend their work permit in the receiving countries)			
<b>ADDITIONAL RENEWAL FEES</b>				
<b>Additional renewal fees names</b>				
NO	0.00	0.00	0.00	0.00
<b>Additional renewal fees comments</b>				

