

<b>GENERAL INFORMATION</b>	
<b>Name of formality</b>	License to Operate an Internet Data Center and Cloud Service
<b>Type of formality</b>	License
<b>Date of last modification</b>	31.10.2017
<b>Responsible Authority</b>	Department of Digital Technology
<b>Who should apply for this formality?</b>	Individual or legal entity that intends to provide service of renting the space for equipment installation, renting the space for the server installation, renting the server, renting the server spaces, renting software or information database or others to any individuals, legal entities or organizations.
<b>Qualifications needed by the business to get the formality</b>	The business operator shall comply with the following standards:1. Location standard - shall be situated in the suitable location, the building structure shall have a wall of at least 20 cm-thickness, shall have all the structure that meets that standard TIA-942; the area shall ensure the weight endurance of 800 kg/square meters2. Technical standard - shall have direct connection to National Internet Centre or get connected via the Internet Service Provider; shall have data monitoring and collection equipment to protect customers' information as well as the back-up system; all the equipment and its installation layout shall be verified to ensure the compliance with the standard as defined by the relevant authorities, including Post, Telecommunication and Information sector and all the equipment shall be installed in Lao3. Safety standard - shall have detailed regulations on how to manage and maintain the equipment to ensure its safety and shall have emergency response plan, in particular shall have all the suitable and immediate plan to assure the safety of the customers' information (i.e. Firewall, Anti-DOS or filtering)

<b>LEGAL FRAMEWORK</b>			
<b>Name</b>	<b>Number</b>	<b>Date</b>	<b>Comment</b>

Law on Information and Communications Technology	02/NA	11.07.2016	
Decree on Information Center on the Internet	412/GOV	10.11.2016	
Agreement on License to operate Internet Information Centre	590/MOPT	18.03.2016	
Presidential Ordinance on Fees and Service Fees	003/PO	26.12.2012	Article 28.3.2 and Article 29.2.2.3.2

### 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}

### 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>	Department of Digital Technology, Ministry of Technology and Communications	
<b>Time it takes to the authorities to process the formality</b>	15	1. Review period for the Type I Formality is within 30 working days; 2. Review period for the Type II Formality is within 20 working days; 3. Review period for the Type III Formality is within 15 working days.

<b>RENEWAL INFORMATION</b>	
<b>Does the formality have a validity or an expiration date?</b>	<b>How long will the formality be valid for? (in months)</b>
YES	60
<b>What is the process and conditions to get the formality?</b>	
<b>What is the process and conditions to renew the formality?</b>	1. The validity period of the Formality is divided into 2 phase: (i) Phase 1 - Temporary Formality for the period of 1 year; and (ii) Phase 2 - Permanent Formality for the following period: 5 years for Type 1, 3 years for Type 2 and 2 years for Type 3;2. Renewal of this Formality shall be completed at least 30 days prior to the expiration date; provided that the applicant shall comply with the defined conditions in the law.

<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	5000000.00	50000.00	0.00	5050000.00
<b>Comments</b>	Fees and service charges shall be in accordance with the provisions of the specific regulations on fees and service charges promulgated in each period (currently in accordance with Ordinance No. 003/PO, dated 26 December 2012).			
<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>
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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
NO	5000000.00	50000.00	0.00	5050000.00
<b>Comments</b>	Fees and service charges shall be in accordance with the provisions of the specific regulations on fees and service charges promulgated in each period (currently in accordance with Ordinance No. 003/PO, dated 26 December 2012).			
<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>				