

GENERAL INFORMATION	
<b>Name of formality</b>	License to Operate Software and Internet Information Service Center Business
<b>Type of formality</b>	License
<b>Date of last modification</b>	30.12.2017
<b>Responsible Authority</b>	Department of Digital Technology
<b>Who should apply for this formality?</b>	Individuals and legal entities that intend to operate business in software and internet information service center. Software services are business activities that involve in software creation, development, distribution and other software related services. Internet information service center are business activities that involve in creating, develop and provide service on electronic information such as create, develop and provide service on electronic messages, pictures, audio, video in an electronic format that display on electronic devices which connected to the Internet.
<b>Qualifications needed by the business to get the formality</b>	1. Have the technical staffs that are competence with the service that they will be providing; 2. Have a appropriate location; 3. Not be subject to any confiscation, bankruptcy or insolvency process under the laws of Lao PDR; and 4. Shall provide services that are in strict compliance with the technical and safety standards as defined under Agreement No. 143/MoPT (i.e. shall be compatible to use in Lao language, be efficient and fit in with the international standard of ISO/IEC 29110.

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Law on Information and Communications Technology	02/NA	11.07.2016	
Order on the Operation of the Software Business and Internet Information Service Centre	143/MoPT	20.01.2017	
Presidential Ordinance on Fees and Service Fees	003/PO	26.12.2012	Article 28.4.1 and Article 29.2.4.1

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		
Means of presentation	At the Authority Offices	
Address of authority	Department of Digital Technology, Ministry of Technology and Communications	
Time it takes to the authorities to process the formality	10	In case the application package is incomplete or inaccurate or the applicant does not meet the qualifications, the Department shall notify the applicant within 5 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	12
What is the process and conditions to get the formality?	

<b>What is the process and conditions to renew the formality?</b>	The renewal shall be undertaken at least 30 days prior to the expiration and the Department will review the renewal application within 5 working days.
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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	500000.00	50000.00	0.00	550000.00
Comments	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).			
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	500000.00	50000.00	0.00	550000.00
Comments	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).			
ADDITIONAL RENEWAL FEES				

Additional renewal fees names				
NO	0.00	0.00	0.00	0.00
Additional renewal fees c omments				