GENERAL INFORMATION	
Name of formality	Quota for Using of Foreign Labour
Type of formality	Other
Date of last modification	27.10.2020
Responsible Authority	Skill Development and Employment Department
Who should apply for this formality?	Production unit, enterprise, or services can request the quota for using the foreign labour as needed.
Qualifications needed by the business to get the formality	- Individual or legal entity, including Lao and foreign production unit, enterprise, service sector, and aid projects can request the quota for importing and using foreign labour. People who have the power of attorney and the permit or quota for importing and using foreign labour shall be employees of that labour unit or project.

LEGAL FRAMEWORK			
Name	**Number**	**Date**	**Comment**
Law on Labour (Revised)	43/NA	24.12.2013	Part III, Chapter 5, Article 41 to Article 45Part IV, Chapter 5, Arti
Order on the Permission to Import Foreign Labour to Work in Lao PDR	5418/MOLSW	10.12.2007	
No name	850	11.03.2026	

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	Skill Development and Employment Department, Ministry of Labor and Social Welfare	
Time it takes to the authorities to process the formality	10	Refer to the Decree on Importing of Foreign Labours into Lao PDR. No. 5418/MLSW

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?	
What is the process and conditions to renew the formality?	It is valid only within the permitted year.

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	50000.00	10000.00	60000.00
Comments	The fee is 50,000 LAK per labour unit.			
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**
NO	0.00	0.00	0.00	0.00
Comments				
ADDITIONAL RENEWAL FEES				
Additional renewal fees names				
NO	0.00	0.00	0.00	0.00
Additional renewal fees comments				