

GENERAL INFORMATION	
Name of formality	Permit for Sending Lao Labour to Thailand, Japan, and Korea
Type of formality	Other
Date of last modification	27.10.2020
Responsible Authority	Skill Development and Employment Department
Who should apply for this formality?	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
Qualifications needed by the business to get the formality	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)

LEGAL FRAMEWORK			
Name	Number	Date	Comment
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	

REQUIRED DOCUMENTS FORMALITIES		
Name	Type	Comment

\${SUPPORT_NAME}	\${SUPPORT_TYPE}	\${SUPPORT_COMMENT}
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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	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
What is the process and conditions to get the formality?	
What is the process and conditions to renew the formality?	

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	100000.00	0.00	100000.00
Comments	Refer to the presidential Ordinance on the Fees and Service Charges, No. 003/PO, Article 84 (the fee is per person per time)			
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	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)			
ADDITIONAL RENEWAL FEES				
Additional renewal fees names				
NO	0.00	0.00	0.00	0.00
Additional renewal fees comments				

