

စီးပွားရေးလုပ်ငန်းစတင်ဆောင်ရွက်ခြင်းနှင့်သက်ဆိုင်သည့်  
လုပ်ငန်းစဉ်အဆင့်များ

ကြာမြင့်ချိန်၊

ကုန်ကျစရိတ်၊

No.	Procedures	Time to Complete	Associated Costs	Remarks
1	Check Availability Company Name and Obtain Company Registration Forms and Company's MOA and AOA	1 day	1000 Kyat 5100 Kyat	
2	Submit Signed Company Registration Forms at the DICA and Pay Registration Fees and Stamp Duty at the One Stop Service (OSS) opened in the office of the Directorate of Investment and Company Administration	1 day	500000 Kyat 65000 Kyat	
3	Obtain Company Incorporation Certificate	1 day	No charge	
4	Register with the Internal Revenue Department	1 day	No charge	
5	Registration of employees at the Labour office in township	1 day	No charge	
6	Registration with the social Security Board for social security benefits	1 day	No charge	
<b>Total</b>	<b>6 Procedures</b>	<b>6 days</b>	<b>571100 Kyat</b>	

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လုပ်ငန်းစဉ်အဆင့်များ လျှော့ချရန် ဆောင်ရွက်နေမှုများ

- (၁) ကုမ္ပဏီမှတ်ပုံတင်ကြေးအား ၂၅၀၀၀၀ ကျပ်သို့ လျှော့ချရန် ဆောင်ရွက်လျက် ရှိပါသည်။
- (၂) လူမှုဖူလုံရေးအဖွဲ့ရုံးအား ရင်းနှီးမြှုပ်နှံမှုနှင့် ကုမ္ပဏီများညွှန်ကြားမှုဦးစီးဌာန၊ ရုံးချုပ် ရှိ One Stop Service (OSS) တွင် ဖွင့်လှစ်နိုင်ရန် စီစဉ်ဆောင်ရွက်လျက်ရှိပါ သည်။
- (၃) ကုမ္ပဏီများဖွဲ့စည်းမှတ်ပုံတင်ခြင်းနှင့်စပ်လျဉ်း၍ Electronic Registry အား ၂၀၁၈ ခုနှစ် ဩဂုတ်လ ၁ ရက်နေ့တွင် စတင်အကောင်အထည်ဖော်ဆောင်ရွက်မည်ဖြစ် ပါသည်။

No.	Description of Procedure	Agency responsible	Time	Cost	Justification (of procedure, time taken and Cost)
1	Check Availability Company Name and Obtain Company Registration Forms and Company's MOA and AOA	DICA	1 day	Kyat 1000 Kyat 5100	<p><b><u>Procedure:</u></b> At the Company Affairs Division of the Directorate of Investment and Company Administration (DICA), the proposed name for the new business must be checked and cleared with the electronic database. Once the name check is complete, the Company Registration Forms and the Company's MOA and AOA are automatically generated through the electronic database based on the information provided on the name check form and need to be checked for accuracy by the applicant.</p> <p><b><u>Time taken:</u></b> Conducting a name check can generally be completed within 30 minutes and printing forms can be done within 15 minutes.</p> <p><b><u>Cost:</u></b> The form fee is set at an appropriate level to cover administrative cost.</p>
2	Submit Signed Company Registration Forms at the DICA and Pay Registration Fee and Stamp Duty at the One Stop Service (OSS) opened in the office of the Directorate of Investment and Company Administration	DICA	1 day	Kyat 500000 Kyat 65000	<p><b><u>Procedure:</u></b> Submitting forms, paying registration fees and stamp duty can be done at the OSS opened in DICA Office.</p> <p><b><u>Time taken:</u></b> 1 day</p> <p><b><u>Cost:</u></b> The registration fee costs Kyat 500000 and the stamp duty costs Kyat 65000.</p>

No.	Description of Procedure	Agency responsible	Time	Cost	Justification (of procedure, time taken and Cost)
3	Obtain Company Incorporation Certificate	DICA	1 day	No charge	
4	Register with the Internal Revenue Department	Internal Revenue Department	1 day	No charge	
5	Registration of employees at the Labour office in township	Labour offices in the concerned townships	1 day	No charge	
6	Registration with the Social Security Board for social security benefits	Social Security Board	1 day	No charge	