

BOI Announcement

No. Por. 6/2559

Procedures for the e-Investment Promotion System

By virtue of Sections 11, 13, 17, 21 and 22 of the Investment Promotion Act B.E. 2520, the Office of the Board of Investment, as authorized by the Board of Investment, hereby issues the procedures for the e-Investment Promotion system services, in which the Board of Investment deems appropriate to additionally amend BOI Announcement No. Por. 5/2559 dated September 30, 2016, on the Criteria for the e-Investment Promotion System, as follows:

1. Any other procedures and methods relating to investment promotion application forms and service of the e-Investment Promotion system that are not specified in this announcement shall be subject to a law on electronic transactions.

2. This announcement shall override any preceding laws, regulations, announcements and other procedures stipulated by the Office that are contradictory to this announcement.

3. Applications for Investment Promotion

3.1. Users must complete the investment promotion application forms along with submitting supporting documents as requested by the Office via this system. The users will be able to save the changes made in the draft application for completion at a later time. The users will then have to confirm the application submission in this system, for which they can select two methods of submission: an online submission or a submission at the Office.

3.1.1. In case the user wishes to submit the application form at the Office, after the user confirms the application submission in this system, the system will display the user's application status as "pending application." The user must print out the complete application, sign and submit with all supporting documents for acceptance in 3.3 at the Office.

3.1.2. In case the user wishes to submit the application online, after the user confirms the application submission in this system, the system will display the user's application status as "pending verification." The service provider shall accept the application in accordance with no. 3.3. The user must print out the complete application, sign and submit with all supporting documents to the Office on the interview day.

3.2. When the users have confirmed that the information provided is correct, and have submitted it to the service provider, it shall be regarded as complete and cannot be amended, unless given permission from the service provider.

3.3. The service provider shall verify the completeness of the application for e-Investment Promotion system before confirming the application's acceptance, if the data provided is complete. The service provider will subsequently notify the user of the application acceptance via this system. If the data provided is incomplete, the service provider will notify the user via this system and the user will be allowed to amend the application. If the service provider could not confirm the application's acceptance on the same day, the system will automatically confirm the application's acceptance on the following working day.

3.4. The user will receive a notification of the application interview day via the system.

3.5. When the application has been approved by the BOI Office and the approval notification has been completed, the user will be notified via this system. The user can collect the approval notification at the Office or request the Office send the approval notification to the user by mail.

4. Promotion Certificate Issuance (only for projects applying for the investment promotion via the e-Investment Promotion system), as follows:

4.1. Promotion Acceptance

The user must submit the Investment Promotion Certificate Acceptance Form via the system within one month after receiving the approval notification. The service provider will subsequently consider the application and notify the user of the result of the consideration via this system.

4.2. Extension for Promotion Acceptance

In case the user cannot submit the Investment Promotion Certificate Acceptance Form within the due date according to 4.1 above, the user can submit the Promotion Acceptance Extension Form via the system. The service provider will subsequently consider the application and notify the user of the result of the consideration via this system. The user can collect the extension approval notification at the Office or request the Office send the approval notification to the user by mail. The user can request the extension up to three times, with the duration of each extension not exceeding one month.

4.3. Investment Promotion Certificate Issuance

Users must submit the Promotion Certificate Application Form, along with supporting documents as requested by the Office via this system within six months after submitting the Investment Promotion Certificate Acceptance Form. The service provider will subsequently proceed to issue the investment promotion certificate, and notify the user of the result via the system. The user must collect the investment promotion certificate at the Office.

4.4. Extension for Investment Promotion Certificate Issuance

Users can submit the form of Extension for Documents Submission to Issue the Promotion Certificate via this system. The service provider will subsequently consider the application and notify the user of the result of the consideration via the system. The user can collect the extension approval notification at the Office or request the Office send the approval notification to the user by mail. The user can request the extension up to three times, with the duration of each extension not exceeding four months.

5. Project Amendments

Users can submit project amendment application forms, along with supporting documents as requested by the Office via this system. Upon receipt, the service provider will consider the application and notify the user of the result via this system. The user can collect the approval notification at the Office or request the Office send the approval notification to the user by mail.

6. These criteria are general guidelines. In the cases where appropriate, the Secretary-General of the Thailand Board of Investment may consider the matter on a case-by-case basis.

7. Any case that cannot be decided in accordance with this Announcement shall be decided by the Secretary-General of the Thailand Board of Investment.

This announcement shall henceforth be effective.

Announced on October 5, 2016

(Hirunya Suchinai)
Secretary of the Board of Investment