

**DECREE FOR
AMENDMENT AND SUPPLEMENT OF SEVERAL ARTICLES
OF DECREE NO. 152/2020/ND-CP DATED DECEMBER 30TH, 2020 OF
THE GOVERNMENT REGARDING FOREIGN WORKERS
WORKING IN VIET NAM AND RECRUITMENT, MANAGEMENT OF
VIETNAMESE WORKERS WORKING FOR FOREIGN
ORGANIZATIONS, INDIVIDUALS IN VIET NAM**

*Pursuant to the Law on Government Organization dated June 19th, 2015;
Law on amendment and supplement of several articles of the Law on
Government Organization and the Law on Organization of Local Government
dated November 22nd, 2019;*

Pursuant to the Labour Code dated November 20th, 2019;

Pursuant to the Law on Investment dated June 17th, 2020;

Pursuant to the Enterprise Law dated June 17th, 2020;

At the proposal of the Minister of Labour, Invalids and Social Affairs;

*The Government promulgates Decree for amendment and supplement of
several articles of the Decree No. 152/2020/ND-CP dated December 30th, 2020
of the Government regarding foreign workers working in Vietnam and
recruitment, management of Vietnamese workers working for organizations,
foreign individuals in Vietnam.*

**Article 1. Amendment and supplement of several articles of the
Decree No. 152/2020/ND-CP dated December 30th, 2020 of the Government
regarding foreign workers working in Vietnam and recruitment,
management of Vietnamese workers working for organizations, foreign
individuals in Vietnam**

1. Amendment and supplement of several points and clauses of Article 3 as follows:

a/ Amendment and supplement of Point a, Clause 3, Article 3 as follows:

"a) University degree or higher or equivalent and at least 3 years of work experience suitable to the job position that the foreign worker expects to work in Vietnam."

b/ Amendment and supplement of Clause 5, Article 3 as follows:

"5. Executive director is a person in one of the following cases:

a) The head of the branch, representative office or business location of the

enterprise.

b) Those who lead and directly operate in at least one field of the agency, organization or enterprise and under the direct supervision and management of the head of the agency, organization or enterprise."

c/ Amendment and supplement of Point a, Clause 6, Article 3 as follows:

"a) Trained for at least 1 year and have at least 3 years of experience suitable to the job position that the foreign worker expects to work in Vietnam."

2. Amendment and supplement of Article 4 as follows:

"Article 4. Employing foreign workers

1. Determine the demand to employ foreign workers

a) At least 15 days before the expected date of foreign workers employment, the employers (except the contractors) shall determine the demand for foreign workers for each job position that the Vietnamese workers have not been able to meet and report to the Ministry of Labour, Invalids and Social Affairs or the Department of Labour, Invalids and Social Affairs where the foreign worker expects to work according to Form No. 01/PLI Annex I issued under this Decree.

In the course of implementation, if the demand for using foreign workers changes in terms of position, job title, working form, number and location, the employers must report to the Ministry of Labour, Invalids and Social Affairs or the Department of Labour, Invalids and Social Affairs according to Form No. 02/PLI Annex I issued under this Decree within at least 15 days from the expected date of foreign workers employment.

b) In the case of foreign workers prescribed in Clauses 3, 4, 5, 6 and 8, Article 154 of the Labour Code and Clauses 1, 2, 4, 5, 7, 8, 9, 10, 11, 12, 13 and 14, Article 7 of this Decree, the employer is not required to determine the demand to employ foreign workers.

c) From January 1st, 2024, the recruitment announcement of Vietnamese workers to positions expected for foreign workers shall be made on the Electronic Information Portal of the Ministry of Labour, Invalids and Social Affairs (Department of Employment) or the Electronic Information Portal of the Employment Service Center established by the Chairman of the People's Committee at central level within at least 15 days from the expected date of reporting to the Ministry of Labour, Invalids and Social Affairs or the Department of Labour, Invalids and Social Affairs where the foreign worker expects to work. The content of the recruitment announcement includes: position and job title, job description, quantity, qualification requirements, experience, salary, working time and location. Should the employer failed to recruit Vietnamese workers to positions for foreign workers, then the employer shall determine the demand to employ foreign workers as prescribed at Point a, Clause 1 of this Article.

2. The Ministry of Labour, Invalids and Social Affairs or the Department of Labour, Invalids and Social Affairs shall approve or disapprove the employment of foreign workers for each job position according to Form No. 03/PLI Appendix I issued under this Decree within 10 working days from the date of receipt of the explanatory report; or report explaining changes in demand for foreign workers."

3. Supplement of Clause 3 of Article 6 as follows:

"3. In case foreign worker works for one employer in many provinces or central cities, then within 3 working days from the date the foreign worker starts working, the employer must submit e-report to the Ministry of Labour, Invalids and Social Affairs and the Department of Labour, Invalids and Social Affairs where the foreign workers work according to Form No. 17/PLI Annex I issued under this Decree."

4. Amendment and supplement of several clauses of Article 7 as follows:

a/ Amendment and supplement of Clause 6 of Article 7 as follows:

"6. Dispatched to Vietnam by a competent foreign agency or organization as teacher or manager or executive director of an educational institution which proposed to establish in Vietnam by a foreign diplomatic mission or intergovernmental organization; institutions and organizations established under international treaties to which Vietnam has signed and participated in."

b/ Amendment and supplement of Clause 14, Article 7 as follows:

"14. To be certified by the Ministry of Education and Training for foreign workers to enter Vietnam to perform the following jobs:

a/ Teaching and research;

b/ Managers, executive directors, principals and vice principals of educational institutions which proposed to be established in Vietnam by foreign diplomatic missions or intergovernmental organizations."

5. Amendment and supplement of several points and clauses of Article 9 as follows:

a/ Amendment and supplement of Clause 1, Article 9 as follows:

"1. A written application for a work permit by the employer according to Form No. 11/PLI Appendix I issued under this Decree. In case foreign worker works for one employer at more than one location, the written application for a work permit must fully list the work locations."

b/ Amendment and supplement of Points a and b, Clause 4, Article 9 as follows:

"a) Manager or executive director proving documents as prescribed in Clauses 4 and 5, Article 3 of this Decree, include the following 3 types of documents:

Company charter or operating regulations of agencies, organizations or enterprises;

Business registration certificate or establishment certificate or establishment decision or other documents of equivalent legal value;

Resolution or Appointment Decision of agencies, organizations or enterprises.

b) Experts and technical Labour proving documents as prescribed in Clauses 3 and 6, Article 3 of this Decree, include the following 02 types of documents:

Diploma or certificate or authenticated document;

Written confirmation from agencies, organizations, or enterprises in foreign countries regarding years of experience of the expert, technical worker, or issued work permit or issued Confirmation of not subject to a work permit".

c/ Amendment and supplement the name of Clause 8, Article 9 as follows:

"8. Documents related to foreign workers, except for the case of foreign workers prescribed at Point a, Clause 1, Article 2 of this Decree."

d/ Amendment and supplement of Point e, Clause 8, Article 9 as follows:

"e) For foreign workers working as prescribed at Point i, Clause 1, Article 2 of this Decree, there must be a document from the foreign agency, organization or enterprise dispatching the foreign workers to work in Vietnam and suitable to the expected job position, or managers proving documents as prescribed in Clause 4 Article 3 of this Decree."

dd) Supplement of Point c, Clause 9, Article 9 as follows:

"c) For foreign workers who are experts and technical workers who have been granted a work permit and have had it extended once but desire to continue working in the same job position and title written in the work permit, then the application dossier for a new work permit includes the documents prescribed in Clauses 1, 2, 5, 6, 7, 8 of this Article and a copy of the issued work permit ".

6. Amendment and supplement of Clause 2 of Article 11 as follows:

"2. Within 05 working days after receiving a complete application for a work permit, the Ministry of Labour, Invalids and Social Affairs or the Department of Labour, Invalids and Social Affairs where the foreign worker expects to work shall issue a work permit to the foreign worker according to Form No. 12/PLI Appendix I issued under this Decree. In case of refusal then a written reply clearly state the reason shall be given.

The work permit is A4 size (21 cm x 29.7 cm), consist of 02 pages: page 1 is blue; page 2 has a white background, blue pattern with star shape in the middle. Work permits are coded as follows: codes of provinces and central cities and codes of the Ministry of Labour, Invalids and Social Affairs according to Form No. 16/PLI Appendix I issued under this Decree; the last 2 digits is the year

of issuance; type of license (new issuance is marked as 1; renewal is marked as 2; re-issuance is marked as 3); sequence number (from 000.001).

In case the work permit is in electronic copy, then it must comply with relevant laws and meet the required contents according to Form No. 12/PLI Annex I issued under this Decree."

7. Amendment and supplement of Clause 3 of Article 12 as follows:

"3. Change one of the following contents: full name, nationality, passport number, work location, change of business name without changing the registration number stated in the valid work permit."

8. Amendment and supplement of Clause 7 of Article 17 as follows:

"One of the documents prescribed in Clause 8, Article 9 of this Decree proves that the foreign worker continues to work for the employer according to the content of the issued work permit, unless the foreign worker works as prescribed at Point a, Clause 1, Article 2 of this Decree."

9. Amendment and supplement of Point b, Clause 1, Article 22 as follows:

"b) Organizations that are decentralized, delegated, assigned, ordered or tendered by People's Committees at provincial-level."

10. Amendment and supplement of Point b, Clause 4, Article 27 as follows:

"b) Organizations that are decentralized, authorized, assigned, ordered or tendered by People's Committees at provincial-level to recruit and manage Vietnamese workers working for foreign organizations and individuals shall report to the Department of Labour, Invalids and Social Affairs."

11. Amendment and supplement of several points and clauses of Article 30 as follows:

a/ Amendment and supplement of Point a, Clause 1, Article 30 as follows:

"a) Approve the demand to employ foreign workers; certify cases of not being subject to a work permit; issue, re-issue, extend and revoke work permits of foreign workers in one of the following cases:

Working for the employers prescribed in Point g, Clause 2, Article 2 and the employers prescribed in Points c, d, e, Clause 2, Article 2 of this Decree whose establishments are authorized by the Government, the Prime Minister, ministries and branches;

Work for one employer in many provinces and central cities."

b/ Amendment and supplement of Point c, Clause 1, Article 30 as follows:

"c) Perform the unified state management on recruitment and management of foreign workers working in Vietnam from central to local levels and manage Vietnamese workers for foreign organizations and individuals in Vietnam."

c/ Amendment and supplement of Clause 3, Article 30 as follows:

"3. Mandates of the Ministry of Defence:

a/ Coordinate with competent agencies in charge of foreign workers and Vietnamese workers working for foreign organizations and individuals in Vietnam in pursuant to the provisions of law regarding ensuring security and order in strategic, key and weak areas for national defense.

b/ Direct the Border Guards to coordinate with functional forces in management and inspection of Vietnamese workers working for foreign organizations and individuals in Vietnam and foreign workers working in border areas, border gates, islands and maritime areas in order to firmly protect territorial sovereignty, security, national borders of the Fatherland."

d/ Amendment and supplement of Point a, Clause 4, Article 30 as follows:

"a) Monthly provide the Ministry of Labour, Invalids and Social Affairs with information on foreign workers granted visas with symbols including: DN1, DN2, LV1, LV2, LÐ1, LÐ2, DT1, DT2, DT3, DT4 to work for agencies, organizations and enterprises;"

dd) Amendment and supplement of Point a, Clause 6, Article 30 as follows:

"a) Approve the demand to employ foreign workers; certify cases of not being subject to a work permit; issue, re-issue, extend and revoke work permits of foreign workers in one of the following cases:

Working for the employers prescribed at Points a, b, h, i, k, l, Clause 2, Article 2 and the agencies and organizations prescribed at Points c, d, e, Clause 2, Article 2 of this Decree whose established by People's Committees at provincial-level, specialized agencies under People's Committees at provincial-level, People's Committees at district-level;

Working for employers at multiple locations in the same province or central city."

12. Amendment and supplement of several templates as follows:

a) Amendment of Form No. 01/PLI; Form No. 02/PLI; Form No. 07/PLI; Form No. 08/PLI Annex I issued under Decree No. 152/2020/ND-CP into Form No. 01/PLI; Form No. 02/PLI; Form No. 07/PLI; Form No. 08/PLI Appendix issued under this Decree;

b) Supplement of Form No. 16/PLI and Form No. 17/PL1 to Appendix I issued under Decree No. 152/2020/ND-CP.

13. Replace, supplement of several words and phrases at the following points, clauses, articles and appendices:

a) Replace the phrase "Chairman of the People's Committee at provincial-level" in Clause 1, Article 5 with "Department of Labour, Invalids and Social Affairs"; Replace the phrase "The Chairman of the People's Committee of the

province shall direct" with "proposed by the Department of Labour, Invalids and Social Affairs" in Clause 2, Article 5;

b) Replace the phrase "Clauses 4, 6 and 8 of Article 154" with "Clauses 4 and 6 of Article 154" and the phrase "3 days" with "3 working days" in Clause 2, Article 8;

c) Replace the phrase "translated into Vietnamese and certified" with "translated into Vietnamese and notarized or authenticated" at Point e, Clause 3, Article 8;

d) Replace the phrase "translated into Vietnamese and authenticated" with "translated into Vietnamese and notarized or authenticated" in Clause 10, Article 9 and Clause 4, Article 23;

dd) Replace the phrase "Documents prescribed in Clauses 3 and 4 of this Article" with "Documents prescribed in Clause 3 of this Article" in Clause 5, Article 13;

e) Replace the phrase "translated into Vietnamese" with "translated into Vietnamese and notarized or authenticated" in Clause 5, Article 13 and Clause 8, Article 17;

g) Replace the phrase "Certified copy of passport" with "Certified copy of passport or copy of passport certified by the employer" at Point d, Clause 3, Article 8; Clause 7 of Article 9 and Clause 5 of Article 17;

h) Replace the phrase "20. Salary:....VND" with "20. Average salary / month: million VND" in Form No. 11/PLI Appendix I issued under Decree No. 152/2020/ND-CP;

i) Replace the phrase "People's Committee of the province/city" with "Department of Labour, Invalids and Social Affairs." in Form No. 03/PLI Appendix I issued under Decree No. 152/2020/ND-CP;

k) Replace the phrase "Director General/Chairman of the People's Committee at provincial-level" with the phrase "Director General/Director"; replace the phrase "At the request per document No." with "At the request and the contents, information provided in document No." in Form No. 03/PLI Appendix I issued under Decree No. 152/2020/ND-CP;

l) Replace the phrase "Chairman of the People's Committee of the province/city..." with "Department of Labour, Invalids and Social Affairs. " in Form No. 04/PLI, Form No. 05/PLI, Form No. 06/PLI Annex I issued under Decree No. 152/2020/ND-CP;

m) Replace the phrase "PP. People's Committee of the province, city... /Chairman" with "Director" in Form No. 06/PLI Appendix I issued under Decree No. 152/2020/ND- CP.

n) Add the phrase "(Business/organization) please to assure that the above information is true. Should it be wrong, (Business/organization) please to take

full responsibility before the law" after Section 24 of Form No. 09/PLI Annex I issued under Decree No. 152/2020/ND-CP.

o) Add the phrase "Immigration Department (Ministry of Public Security)" in the section "Recipient" Form No. 13/PLI Appendix I issued under Decree No. 152/2020/ND-CP.

14. Abolished the following points and clauses:

a/ Abolish Clause 4, Article 13;

b/ Abolish Points c, d and dd, Clause 5 and g, Clause 6, Article 30;

c) Abolish Point a, Clause 6a, Article 30 of the Decree No. 152/2020/ND-CP dated December 30th, 2020 of the Government regarding foreign workers working in Vietnam and recruitment, management of Vietnamese workers working for foreign organizations and individuals in Vietnam, that amended and supplemented by Decree No. 35/2022/ND-CP dated May 28th, 2022 of the Government regarding management of industrial parks and economic zones.

Article 2. Abolition of several provisions of the Decree No. 35/2022/ND-CP dated May 28th, 2022 of the Government regarding management of industrial parks and economic zones

1. Abolish the opening paragraph "Issuance, re-issuance, extension and revocation of work permits, and certification of foreign workers not subject to work permits for foreigners working in industrial parks or economic zones" and the phrase "receipt of foreign workers' employment report" at Point dd, Clause 2, Article 68.

2. To abolish the paragraph "receipt of reports from enterprises in industrial parks or economic zones regarding the demand to employ foreigners for each job position that Vietnamese workers have not been able to meet " at Point c, Clause 3, Article 68.

Article 3. Enforcement Terms

1. This Decree takes effect from September 18th, 2023.

2. Transitional Terms:

For the report explaining the demand to employ foreign workers, the confirmation request dossier for not subject to work permit; Issuance, re-issuance, extension of work permits submitted by foreign employers to the Ministry of Labour, Invalids and Social Affairs, People's Committees at provincial-level, Departments of Labour, Invalids and Social Affairs, Management Boards of industrial parks, economic zones and hi-tech parks, before the effective date of this Decree, shall apply in pursuant to Decree No. 152/2020/ND-CP dated December 30th, 2020 of the Government regarding foreign workers working in Vietnam, and recruitment, management of Vietnamese workers working for foreign organizations and individuals in

Vietnam, and Decree No. 35/2022/ND-CP dated May 28th, 2022 of the Government regarding management of industrial parks and economic zones.

Recipients:

- Party Central Secretariat;
- Prime Ministers and Deputy Prime Ministers;
- Ministries, ministerial-level agencies and agencies under to the Government;
- People's Councils, People's Committees of provinces and central cities;
- Central Office and Party Departments;
- Office of the General Secretary;
- Office of the President;
- Council of Ethnic Minorities and Committees of the National Assembly;
- Office of the National Assembly;
- Supreme People's Court;
- Supreme People's Procuracy;
- State Audit;
- National Financial Supervisory Commission;
- Bank for Social Policy
- Vietnam Development Bank;
- Central Committee of the Vietnam Fatherland Front;
- Central bodies of unions;
- VPCP: Organizers, PCNs, Assistant General Managers, General Directors of e-commerce portals, Departments, Departments, subordinate units, Official Gazette;
- Filling: VT, KGVX (2b).

**PP. GOVERNMENT
PP. PRIME MINISTER
DEPUTY PRIME MINISTER**

Tran Hong Ha

APPENDIX

(Enclosed with the Government's Decree No. 70/2023/ND-CP dated September 18th, 2023)

Form No. 01/PLI	Regarding the explanation on the demand to employ foreign workers.
Form No. 02/PLI	Explanation for changes in demand to employ foreign workers.
Form No. 07/PLI	Report on the employment of foreign workers.
Form No. 08/PLI	Report on the foreign workers status.
Form No. 16/PLI	Codes of provinces and central cities and codes of the Ministry of Labour, Invalids and Social Affairs.
Form No. 17/PLI	Report on the situation of foreign workers coming to work.

NAME OF BUSINESS/ORGANIZATION

Form No. 01/PLI
SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

Number:....

Explanation on the demand to
 employ foreign workers

...day... month... year...

To: ... (1)....

Information about the business/organization: name, business registration code/establishment or registration license number, established agency/organization, type of business/organization (*foreign-invested business/ domestic business/agency, organization/contractor*), total number of employees working at the business/organization, whereas including the quantity of foreign workers, address, telephone, fax, email, website, duration of the business/operation license, the field of business/activity with the demand to employ foreign workers, information on the applicant of the enterprise/organization to contact when necessary (phone number, email).

The report explains on the demand to employ foreign workers as follows:

1. Job position 1: (*Choose 1 of 4 job positions: manager/ executive director/ expert/technical worker*).

(i) Job title (*self-declared by the business/organization, eg. accountant, construction supervisor*):

(ii) Quantity (*persons*):

(iii) Working term (*from day/month/year to day/month/year*):

(iv) Form of work (2):

(v) Work location (*list locations (if any) and specify each location in order: houses number, streets, hamlets, villages; communes/wards/towns; districts/towns/provincial cities; provinces/central cities*):

(vi) Reasons to employ foreign workers:

- Employment of foreign workers in job position 1 (*if any*) (3):
- Description of job position, job title:
- Qualification requirements:
- Experience requirement:
- Other requirements (*if any*):
- Reasons for not being able to recruit Vietnamese to the position expected to employ foreign workers (4)

2. Job position 2: (if any) (listed as Section 1 above)

3. Job Position 3.....(if applicable) (listed as Section 1 above)

(Business/organizations) would like to confirm that the above information is true. Should it be wrong, (business/organization) please to take full responsibility before the law.

Propose (5) review and approval.

Thank you./.

Recipients:

- Ditto;
- Filling:

BUSINESS/ORGANIZATION REPRESENTATIVE

(Sign with full name and seal)

Notes:

- (1), (5) Ministry of Labour, Invalids and Social Affairs (Department of Employment)/Department of Labour, Invalids and Social Affairs of provinces and cities...
- (2) Clearly state the form of work as prescribed in Clause 1, Article 2 of Decree 152/2020/ND-CP.
- (3) Specify the quantity of foreign workers, position and job title, work permit or confirmation of not subject to permit eligibility, duration of employment.
- (4) Clearly state the process of recruitment announcement for Vietnamese workers to positions expected to employ foreign workers. From January 1st, 2024, the recruitment announcement of Vietnamese workers to positions expected to employ foreign workers on the Electronic Information Portal of the Ministry of Labour, Invalids and Social Affairs (Department of Employment) or the Electronic Information Portal of the Employment Service Center established by the Chairman of the People's Committee at provincial-level, central cities; recruitment process and results of Vietnamese workers to positions expected to employ foreign workers.

NAME OF BUSINESS/ORGANIZATION

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

Number:....

Explanation on the demand to
employ foreign workers

...day... month... year...

To: ... (1)...

Information about the business/organization: name, business registration code/establishment or registration license number, established agency /organization, type of business/organization (*foreign-invested business / domestic business/agency, organization/contractor*), total number of employees working at the business/organization, whereas including the quantity of foreign workers, address, telephone, fax, email, website, duration of the business/operation license, the field of business/activity with the demand to employ foreign workers, information on the applicant of the enterprise/organization to contact when necessary (phone number, email).

Report explains the changes in demand for foreign workers as follows:

1. **Approved and employed job position (2)**

No	Job Position	Number of positions approved	Number of locations used	Number of approved but unused job positions (if applicable)	Unused reason (if any)
I. According to Document No. (day/month/year) on the approval of the job position employing foreign workers (only list the approved and valid job positions are listed)					
1	Managers				
2	Executive Director				
3	Expert				
4	Technical Worker				
II. According to Document No. (day/month/year) on the approval of job positions employing foreign workers (only list the approved job positions, which are still valid)					
Total					

2. **Job position with changing demand**

2.1. Job position 1: (Choose 1 of 4 job positions: manager/ executive/ expert/ technical worker).

4. **Job position 1:** (Choose 1 of 4 job positions: manager/ executive director/ expert/technical worker).

(i) Job title (*self-declared by the business/organization, eg. accountant,*

construction supervisor):

(ii) Quantity (*persons*):

(iii) Working term (*from day/month/year to day/month/year*):

(iv) Form of work (3):

(v) Work location (*list locations (if any) and specify each location in order: houses number, streets, hamlets, villages; communes/wards/towns; districts/towns/provincial cities; provinces/central cities*):

(vi) Reasons to employ foreign workers:

- Situation of employing foreign workers in job position 1 (if any) (4):

- Description of job position, job title:

- Qualification requirements:

- Experience requirement:

- Other requirements (*if any*):

- Reasons for not being able to recruit Vietnamese to the position expected to employ foreign workers (5)

2.2. Job position 2: (if any) (listed as Section 1 above)

2.3. Job Position 3 (if applicable) (listed as Section 1 above)

(*Business/organizations*) would like to confirm that the above information is true. Should it be wrong, (*business/organization*) please to take full responsibility before the law.

Propose (6) review and approval.

- Thank you./.

Recipients:

-Ditto;

-Filling:

BUSINESS/ORGANIZATION REPRESENTATIVE

(*Sign with full name and seal*)

Notes:

- (1), (6) Ministry of Labour, Invalids and Social Affairs (Department of Employment)/ Department of Labour, Invalids and Social Affairs of provinces and cities...

- (2) Specify the job positions approved by the Ministry of Labour, Invalids and Social Affairs (Department of Employment)/Department of Labour, Invalids and Social Affairs.

- (3) Clearly state the form of work as prescribed in Clause 1, Article 2 of Decree 152/2020/ND-CP.

- (4) Specify the quantity of foreign workers, job positions and titles, work permits or confirmation of not subject to work permits, duration of employment.

- (5) Clearly state the process of recruitment announcement for Vietnamese workers to positions expected to employ foreign workers. From January 1st, 2024, the recruitment announcement of Vietnamese workers to positions expected to employ foreign workers on the Electronic Information Portal of the Ministry of Labour, Invalids and Social Affairs (Department of Employment) or the Electronic Information Portal of the Employment Service Center established by the Chairman of the People's Committee at provincial-level, central cities; recruitment process and results of Vietnamese workers to positions expected to employ foreign workers.

NAME OF BUSINESS/ORGANIZATION

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

Number:....

...day... month... year...

REPORT ON THE EMPLOYMENT OF FOREIGN WORKERS*(From day/month/year to day/month/year)*

To: ...(1)....

Information about the business/ organization: name of the business/ organization, type of business/ organization (*foreign-invested business/ domestic business/ agency/organization/contractor*) address, telephone, fax, email, website, business/operation license, field of business/activity, information of the enterprise/organization representative to contact when necessary (*phone number, email*).

Information about the contractor (*if any*) includes: name of the contractor, registered address in the country or territory of the contractor's national, telephone number, fax, email, website, bidding license, address of branch, representative office or executive office in Vietnam, bidding license, bidding package duration.

Report on the recruitment, employment and management of foreign workers of (*business/organizations*) as follows:

1. Data on foreign workers of business, organizations (*with data tables attached*).
2. Evaluation and recommendations (*if any*).

Recipients:-Ditto;
-Filling:**BUSINESS/ORGANIZATION REPRESENTATIVE***(Sign with full name and seal)*

Note: (1) Ministry of Labour, Invalids and Social Affairs (Department of Employment)/ Department of Labour, Invalids and Social Affairs of provinces and cities. (In case an business/organization is subject to the issuance of work permits at the Ministry of Labour, Invalids and Social Affairs (Department of Employment) then report shall be sent to both the Ministry and the Department of Labour, Invalids and Social Affairs of the provinces or cities where the foreign worker works).

SUMMARY TABLE OF FOREIGN WORKERS

Enclosed with Report No... day... month... year... of (business/organization name)

Unit: person

No	Total number of foreign workers at the time of report	Females wherein	Nationality	Whereas: FW work less than 1 year		Job Position				Work permit				Not yet issued/reissued/renewed/confirmed not subject to WP	Revocation of the WP	Work for
				Amount	Average salary (million VND/month)	Managers	Executive Director	Expert	Technical Worker	Issuance	Re-issuance	Renewal	Not subject to WP			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
I			Europe													
			...													
II			Asia													
															
III			Africa													
															
IV			America													
															
V			Oceania													
															
Total																

REPRESENTATIVE OF THE BUSINESS/ORGANIZATION

(Sign with full name and seal)

Notes:

(*) (2) = (7) + (8) + (9) + (10) = (11) + (12) + (13) + (14).

(**) Column (17) Statistics of foreign workers working for business, organizations divided by: Foreign-invested business; domestic business; agencies/organizations; contractors.

(***) Column (6) total row = $\sum ((5)*(6)) / \sum (5)$.

PROVINCIAL/CITY PEOPLE'S
COMMITTEES
DEPARTMENT OF LABOUR, INVALIDS
AND SOCIAL AFFAIRS

Form No. 08/PLI

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

Number:....

...day... month... year...

REPORT ON THE FOREIGN WORKERS STATUS IN THE FIRST 6 MONTHS OF THE YEAR.../YEAR...

*To: Ministry of Labour, Invalids and Social Affairs (Department of
Employment)*

To implement the Government's Decree regarding foreign workers working in Vietnam and recruitment, management of Vietnamese workers to work for foreign organizations and individuals in Vietnam, the Department of Labour - Invalids and Social Affairs of provinces and cities..... report on the foreign workers' status in the first 6 months of the year...../year..... as follows:

I. GENERAL STATUS OF FOREIGN WORKERS

1. The status of demand approval to employ foreign workers (*clearly stating the quantity and approved job positions at agencies, business, organizations and contractors*).
2. Work permit issuance status (*enclosed form, assessment of achieved results, existences, difficulties, causes*).

II. IMPLEMENTATION SOLUTIONS AND RECOMMENDATIONS

1. Solutions to manage foreign workers.
2. Recommendations.

Recipients:

-Ditto;
-Filling:...

DIRECTOR.....

(Sign with full name and seal)

IV			Ameri cas															
																	
V			Oceani a															
			...															
Total																		

DIRECTOR.....

(Sign with full name and stamp)

Notes:

(*) (2) = (7) + (8) + (9) + (10) = (11) + (12) + (13) + (14) = (17) + (18) + (19) + (20).

(**) Column (6) total row = $\sum ((5)*(6)) / \sum (5)$.

Form No. 16/PLI

**CODES OF PROVINCES AND CENTRAL CITIES AND CODES OF THE
MINISTRY OF LABOUR, INVALIDS AND SOCIAL AFFAIRS**

STT	Name of administrative division	ISBN
1	Hanoi	001
2	Ha Giang	002
3	Cao Bang	004
4	Bac Kan	006
5	Tuyen Quang	008
6	Lao Cai	010
7	Dien Bien	011
8	Lai Chau	012
9	Son La	014
10	Yen Bai	015
11	Hoa Binh	017
12	Thai Nguyen	019
13	Lang Son	020
14	Quang Ninh	022
15	Bac Giang	024
16	Phu Tho	025
17	Vinh Phuc	026
18	Bac Ninh	027
19	Hai Duong	030
20	Hai Phong	031
21	Hung Yen	033

STT	Name of administrative division	ISBN
34	Quang Ngai	051
35	Binh Dinh	052
36	Phu Yen	054
37	Khanh Hoa	056
38	Ninh Thuan	058
39	Binh Thuan	060
40	Kon Tum	062
41	Gia Lai	064
42	Dak Lak	066
43	Dak Nong	067
44	Lam Dong	068
45	Binh Phuoc	070
46	Tay Ninh	072
47	Binh Duong	074
48	Dong Nai	075
49	Ba Ria - Vung Tau	077
50	Ho Chi Minh City	079
51	Long An	080
52	Tien Giang	082
53	Ben Tre	083
54	Tra Vinh	084

22	Thai Binh	034
23	Ha Nam	035
24	Nam Dinh	036
25	Ninh Binh	037
26	Thanh Hoa	038
27	Nghe An	040
28	Ha Tinh	042
29	Quang Binh	044
30	Quang Tri	045
31	Thua Thien Hue	046
32	Da Nang	048
33	Quang Nam	049

55	Vinh Long	086
56	Dong Thap	087
57	An Giang	089
58	Kien Giang	091
59	Can Tho	092
60	Hau Giang	093
61	Soc Trang	094
62	Bac Lieu	095
63	Ca Mau	096
64	Ministry of Labour, Invalids and Social Affairs	099

NAME OF BUSINESS/ORGANIZATION **SOCIALIST REPUBLIC OF VIETNAM** **Form No. 17/PLI**
Independence - Freedom - Happiness

Number:....

...day... month... year...

**REPORT ON THE STATUS OF
FOREIGN WORKERS COMING TO WORK**

To:(1)....

Information about the business/organization: name of the business/organization, type of business/organization (*foreign-invested business/ domestic business /agency/organization/contractor*) address, telephone, fax, email, website, business/operation license, field of business/activity, information of the enterprise/organization representative to contact when necessary (*phone number, email*).

Report on the status of foreign workers coming to work in the province or central city of the enterprise/organization (*with data table attached*).

Thank you./.

Recipients:
 -Ditto;
 - Filling: VT.

**REPRESENTATIVE OF THE
ENTERPRISE/ORGANIZATION**
(Sign with full name and seal)

Note: (1) The Ministry of Labour, Invalids and Social Affairs (Department of Employment) and the Department of Labour, Invalids and Social Affairs of provinces and cities...

REPORT ON THE STATUS OF FOREIGN WORKERS COMING TO WORK

(Enclosed with Reprt No. day... month... year... of (business/organization name))

Unit: person

STT	Full name	Nationality	Passport number	Work location	Work Start date	Work end date	The work permit number has been issued	Notes
1								
2								
Total								

REPRESENTATIVE OF THE ENTERPRISE/ORGANIZATION

(Sign with full name and seal)