

LEGAL ALERT

Vietnam
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Author

Trang Hoang
Associate
ZICOLaw Vietnam Limited
trang.hoang@zicolaw.com

Electronic issuance of work permits for foreign workers in Vietnam

On 15 August 2017, the Ministry of Labour, Invalids and Social Affairs issued Circular No. 23/2017/TT-BLDTBXH (“Circular No. 23”) on electronic issuances of work permits for foreign workers. Circular No. 23 came into effect on 2 October 2017.

Essentially, Circular No. 23 allows employers of foreign workers to apply for work permits directly to the government’s new electronic portal, <http://dvc.vieclamvietnam.gov.vn> (“Electronic portal”), in addition to hardcopy applications.

The Electronic portal allows employers to:

- apply for approvals on requests to employ foreign workers;
- apply for issuances and re-issuances of foreign worker work permits; and
- obtain confirmation that a foreign worker is not subject to any work permit requirements.

The application timelines for the online issuances of foreign worker work permits are as follows:

Type	Application Deadline	Processing time	Application	Issuance
Approval for request to employ foreign workers	At least 20 days before the foreign worker’s work start date.	12 days from the date of receiving the valid dossiers.	A declaration and a report explaining the employer’s request to employ foreigners.	The applicant must submit hard copies of the original supporting documents to the competent labour authority after receiving the relevant approvals via emails. The permission will then be issued within 8 hours from the time the authority receives the documents.
Issuance of work permit	At least 7 business days before foreign employee’s work start date	5 business days from the date of receiving the valid dossiers.	A declaration and an application file requesting issuance of a work permit.	The same as above.

Issuance of work permit	At least 7 business days before foreign employee's work start date	5 business days from the date of receiving the valid dossiers.	A declaration and an application file requesting issuance of a work permit.	The same as above.
Re-issuance of work permit	5 to 45 days before expiration of existing permit.	3 business days from the date of receiving the valid dossiers.	A declaration	The same as above.
Confirmation that a foreign employee is not subject to work permit requirements	At least 5 business days before work start date.	3 business days from the date of receiving the valid dossiers.		The same as above.

If you have any questions or require any additional information, you may contact [Trang Hoang](#) or the ZICO Law partner you usually deal with.

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