



## VIETNAM ESSENTIAL DOING BUSINESS GUIDE

Empire Hotel, Wan Chai, Hong Kong  
Tuesday 12 December 2017 (0900 – 1300)

### 1. Setting Up Business

- Understanding recent changes in the Investment and Enterprise law - the regulatory and administrative steps in setting up subsidiary company in Vietnam
- Market entry modes for:
  - Trading and distribution;
  - E-commerce business models;
  - Manufacturing concerns.
- Regulation on trading and distribution by foreign investors (decree replacing Decree 23/2007/ND-CP)

### 2. Governing Business and Internal Control

- Governance structure for companies
- Company charter and associated documents
- Authority and control
- Bank account management
- Limiting the power of legal representative in Vietnam
- The need for Company secretary

### 3. Tax Briefing

- Corporate Income Tax Planning:
  - Equity / Debt
  - Taxation on exiting
- New Transfer Pricing Regulation: Decree 20/2017/ND-CP (1 May 2017)
- VAT for manufacturing sector
- Tax incentives
- Withholding tax and Double Tax Agreement
- Foreign exchange control

### 4. Hiring in Vietnam

- Understanding Vietnamese Labour Code and employment regulations
- Updates on social, health and unemployment insurance
- Trade union and internal labour regulation
- Work permits and related issues
- Personal Income Tax
- Terminating staff

### 5. Expatriation

- Work permit, tax and visa issues for legal representative, chief representative and expatriates

### Why Vietnam?

- 94m population and growing - Young, dynamic and eager to embrace global lifestyles
- Rapid urbanization – attractive property sector and urban demands
- Increasing global integration through investment and trade agreements
- Continuing liberalization of investment and business regulations in Vietnam;
- Excellent manufacturing hub for labour intensive production for exporting to USA / Europe / ASEAN. Large production facilities of major multinationals are relocating to Vietnam from China (mobile phones, electronics, garments / textiles)
- Increasing sophistication of consumer tastes and demands as more and more Vietnamese people travel abroad and become exposed to foreign brands and international experience;

- Further opening up of the stocks market, allowing foreign majority control for certain PLCs
- Extensive investment in infrastructure and utility, opening up vast tract of the country for rapid economic development.

### Who Should Attend

- CEOs and Directors of foreign companies with Vietnamese operations
- CFO and finance directors
- Corporate affairs, legal and company secretarial officers

### Speaker / Consultant



#### Lim Chor Ghee

**General Director,  
Tricor Vietnam**

An Australian / Malaysian qualified accountant based in Vietnam since 2007, Chor Ghee has supported many foreign companies in entering Vietnam through M&A and investment licensing application, as well as providing corporate services, taxation, accounting, payroll and business advisory services. He has successfully developed an advisory and accountancy practice that has since March 2014 merged into Tricor Vietnam.

Tricor Vietnam serves a diverse client portfolio ranging from manufacturing, services, trading / distribution, property / construction and e-commerce.

Prior to starting his business ventures in Vietnam, Chor Ghee worked in professional practice and commerce. He started his accounting and advisory career with a Big 4 firm in 1993 and then joined a Hong Kong-public listed hospitality / leisure group as an accountant and left as the Group's Vice President (Legal and Corporate Affairs).

Chor Ghee is a member of CPA Australia, Malaysian Institute of Accountants and Chartered Institute of Taxation. He holds several postgraduate academic qualifications in business administration, political science and e-commerce from distinguished universities in Australia and UK.

### Supporting Organizations



Tricor Group ("Tricor") is Asia's largest integrated Business, Corporate and Investor Services. As a business enabler, Tricor provides outsourced expertise in corporate administration, compliance and business support functions that allows clients to concentrate on what they do best - Building Business

Tricor Vietnam offers one-stop compliance and advisory services in Vietnam. Tricor professionals are experts in market entry, compliance services and advisory functions. Our specialists in Vietnam provide a comprehensive range of services including:

- Vietnam Market Entry & Business Advisory
- Investment Certificate licensing and company formation, corporate secretarial and administrative services
- Representative office set up and compliance
- Advisory on loan registration and profit repatriation
- Accounting and book-keeping (IFRS and VAS)
- Tax advisory and compliance services
- Mobility and expatriation services (work permit, residence visa and expatriate tax planning)
- Payroll outsourcing and Human Resources Consulting
- Treasury management
- Financial and tax due diligence

Tricor Vietnam maintains offices in Ho Chi Minh City and Hanoi.

### Event Organizer

#### PELIGO Advanced Learning Academy



A regional alliance of conference organizers and training companies that brings to you strategic financial and business management programs aimed at equipping professionals with global managerial skills. Our event producers have many years of experience in putting together contemporary conference and workshop topics for highly targeted audience. We invite expert speakers who are practicing consultants, senior corporate executives and distinguished academics with extensive experience in the areas of cross border financial management, international tax planning, corporate finance, strategic management and applied accounting. Over the years, we have received the continuous support from our clients and sponsors that include major public listed and multinational companies, large enterprises, government bodies and established consulting firms in the region.



Your business and investment link to the Mekong region

Indochina Link derives its synergies from the alliance of regional business advisors, lawyers, accountants and entrepreneurs who are committed to intensifying business and investment link in the Indochina region.

Our alliance members are strong believers of further economic integration in the greater Mekong region. We see vast opportunities offered in this region of abundant natural resources and dynamic population that complements the economic and financial clout of vibrant East Asian economies.

The alliance was incepted in Vietnam in 2007. We have organized many Indochina investment and "doing business" conferences and workshops in Singapore, Kuala Lumpur, Ho Chi Minh City, Jakarta and Bangkok. Indochina Link has spearheaded many study tours and business exchanges, and has worked with trade promotion institutions and professional bodies for exchanges in the region.

We provide "doing business" information, and with the growing cross border investment and M&A activities in Indochina, we offer business intelligence, market feasibility studies and market research reports. Working closely with our alliance members in Vietnam, Cambodia, Thailand and Laos, we also offer a full suite of professional services ranging from valuation, due diligence, structuring, tax planning and accounting.

## Registration Details

**Early Birds! Pay By 1 December 2017**

**HKD 2,800 per person**

*(10% discount for groups of 3)*

**Normal Price**

**HKD 3,200 per person**

*(10% discount for groups of 3)*

(Half Day Workshop - Morning coffee / refreshment provided)

## Event Consultants

**Mr EC Tan**



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Wechat/Line/WhatsApp: **Choon-VN**  
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111 North Bridge Road,  
#21-01 Peninsula Plaza, Singapore 179098

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HP: +65 9116 9443

[www.indochinalink.com](http://www.indochinalink.com)

**Ho Chi Minh City:**

**Indochina Link Vietnam Co., Ltd (HCMC)**

Contact: Mr Nguyen Le Anh Binh

HP: +84 93321 3273 (Vietnam)

### Notes:

Confirmation of attendance is subject to receipt of full payment. No cancellation will be entertained after confirmation, but substitutes are allowed.

### Our Track Record

- Vietnam - Doing Business and Tax Briefing
  - Bangkok 6 November 2017
  - Kuala Lumpur 3 October 2017
  - Singapore 28 August 2017
  - Hong Kong 15 August 2017
- Vietnam Tax Briefing
  - Singapore 17 March 2017
  - Kuala Lumpur 27 March 2017
  - Hong Kong 11 April 2017
  - Bangkok 15 May 2017
- Vietnam Tax Briefing
  - Singapore 17 Oct 2016
  - Hong Kong 21 Nov 2016
  - Bangkok 21 Oct 2016
  - Kuala Lumpur 8 Dec 2016

.....And many other workshops in the region on Vietnam investment since 2006.....

[www.indochinalink.com](http://www.indochinalink.com)



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**Tuesday 12 December 2017 (0900 – 1300)**

**Speaker:**

Lim Chor Ghee (Mr), General Director/ Practice Leader, Tricor Vietnam

0830 – 0900	Registration / Coffee
0900 – 1030	<p><b>1. Setting Up Business</b></p> <ul style="list-style-type: none"> <li>• Understanding recent changes in the Investment and Enterprise law - the regulatory and administrative steps in setting up subsidiary company in Vietnam</li> <li>• Market entry modes for: <ul style="list-style-type: none"> <li>○ Trading and distribution;</li> <li>○ E-commerce business models;</li> <li>○ Manufacturing concerns.</li> </ul> </li> <li>• Regulation on trading and distribution by foreign investors (decree replacing Decree 23/2007/ND-CP)</li> </ul> <p><b>2. Governing Business and Internal Control</b></p> <ul style="list-style-type: none"> <li>• Governance structure for companies</li> <li>• Company charter and associated documents</li> <li>• Authority and control</li> <li>• Bank account management</li> <li>• Limiting the power of legal representative in Vietnam</li> <li>• The need for Company secretary</li> </ul>
1030 - 1045	Coffee Break
1045 – 1300	<p><b>3. Tax Briefing</b></p> <ul style="list-style-type: none"> <li>• Corporate Income Tax Planning: <ul style="list-style-type: none"> <li>• Equity / Debt</li> <li>• Taxation on exiting</li> </ul> </li> <li>• New Transfer Pricing Regulation: Decree 20/2017/ND-CP (1 May 2017)</li> <li>• VAT for manufacturing sector</li> <li>• Tax incentives</li> <li>• Withholding tax and Double Tax Agreement</li> <li>• Foreign exchange control</li> </ul>

#### **4. Hiring in Vietnam**

- Understanding Vietnamese Labour Code and employment regulations
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- Trade union and internal labour regulation
- Work permits and related issues
- Personal Income Tax
- Terminating staff

#### **5. Expatriation**

- Work permit, tax and visa issues for legal representative, chief representative and expatriates

**Sign Me Up!**  
**Registration Form**



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	<u>Name</u>	<u>Email</u>	<u>Designation</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

(10% discount applies to group of 3 or more)

**Company:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Contact Person:** \_\_\_\_\_

**Do you have an existing business operation in Vietnam? YES / NO**

**Payment / Terms & Conditions**

Kindly remit to

**INDOCHINA LINK PTE LTD**

Oversea-Chinese Banking Corporation Limited, Singapore

SWIFT code: OCBCSGSG

**Account No: 629 184 607 001**

Please email the remittance slip to [events@peligoctraining.com](mailto:events@peligoctraining.com) for our records.

- Confirmation of attendance is subject to receipt of full payment. No cancellation will be allowed after confirmation, but substitutes are allowed. The management have right to change the date / venue of the event with notice to given in advance.



# STARTING BUSINESS IN VIETNAM

## Conception to Implementation

Tricolor's Business Setup Services is designed to provide invaluable support and hand-holding to any foreign company investing in Vietnam. Our multi-professional business setup team delivers under one roof a combination of advisory and consulting services, transaction support and project management support for inward investments.

In doing so our consultants not only guide foreign direct investors at the pre-investment stage - providing advice on investment and enterprise laws, market entry strategy, ensuring regulatory compliances, and obtaining tax incentives - but also assist in greenfield to brownfield setup stage; thus delivering business setups on a turnkey basis. On successful implementation of the business plan, we also arrange for recurring services to help the client through the initial stages of operation in an unfamiliar location.

We aim to help clients avoid mistakes as well as save management time in dealing with regulations, customs, business and operational issues.

		<b>UNDERSTAND</b>		
		<b>Preliminary Consultation (Market Entry)</b>		
		<b>Company Setup Representative Office / Branch Project Office</b>		
Investment Licenses and Sublicenses	Company Charter and Governance	<b>Approvals and Structuring</b>	Capital structure / loan approval	International Tax Planning
	Tenancy Agreement	<b>Real Estate</b>	Selection of Premises	
Labor Laws / Staff Handbook	Labour Contracts	<b>Human Resources</b>	Labour Union	Expat Tax Planning
Tax Registration and Tax Invoice Printing	Accounting / Payroll System Set-Up	<b>Statutory Registration and Initial Set Up</b>	Labour and Insurance Registration	Bank account opening support
		<b>START OPERATION</b>		

# OUR VALUE PROPOSITION



## PRE- INVESTMENT

- ▶ Market Entry Strategy
- ▶ Investment Law: Legal and Regulatory Assessment
- ▶ Vietnam's commitments under WTO
- ▶ Tax incentives
- ▶ Industrial codes mapping (CPCs to VSICs)
- ▶ Corporate structures in line with Vietnam laws
- ▶ Location of investment
- ▶ Due Diligence

## EXECUTION / SET-UP

### GREENFIELD TO BROWNFIELD SET-UP

- ▶ Pre-requisites Registrations and Approvals
- ▶ Land Scouting and Acquisition
- ▶ Investment Registration Certificate and Enterprise Registration Certificate (Company Incorporation)
- ▶ Initial Statutory Fulfillment
- ▶ Provision of Registered Address (if required)
- ▶ Recruitment Support
- ▶ Project Management
- ▶ Obtaining Sub-licenses

## POST INVESTMENT

- ▶ Company Secretarial Services
- ▶ Accounting & Financing Reporting
- ▶ HR & Payroll Administration
- ▶ Business Advisory
- ▶ VAS / IFRS / Reporting Requirements
- ▶ Internal Audit and Outsourcing Services
- ▶ Transfer Pricing
- ▶ Performance, Governance, Risk & Compliance
- ▶ Tax Advisory & Consultancy Services
- ▶ Executive Search & HR Services
- ▶ Incubation Services
- ▶ Expatriates Relocation Services

For more information, please contact:

### **Tricor Center, Vietnam**

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Tan Binh District, Ho Chi Minh City  
Phone: (+84) 286 289 8887  
Email: [contact@tsvservices.com](mailto:contact@tsvservices.com)  
Website: [www.vn.tricorglobal.com](http://www.vn.tricorglobal.com)

### **Key contacts:**

**Lim Chor Ghee** - General Director  
Email: [cglim@tsvservices.com](mailto:cglim@tsvservices.com)

**Nguyen Le Anh Binh** – Assistant Manager  
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