

APPENDIX NO. 01

(Enclosed with the Circular No. 10/2024/TT-NHNN dated June 28, 2024 of the Governor of the State Bank of Vietnam providing amendments to the Circular No. 22/2018/TT-NHNN dated September 05, 2018 of the Governor of the State Bank of Vietnam on procedures and application for approval for recommended personnel lists of commercial banks, non-bank credit institutions and foreign bank branches)

SOCIALIST REPUBLIC OF VIETNAM Independence – Freedom – Happiness

CURRICULUM VITAE⁽¹⁾

Color photo
(4x6) (fan
stamped by
certifying
authority)

1. Personal information

- Full name (according to birth certificate).
- Common name.
- Alias.
- Date of birth.
- ID number or citizen identity card's number or personal identification number, current residence (if different from registered place of permanent/temporary residence) (for a Vietnamese national) or personal identification number (for a Vietnamese person who has unknown nationality and is living in Vietnam).
- Number of passport or another document of equivalent validity, date of issue, issuing authority, nationality(ies), and current residence (for a person who does not hold Vietnamese nationality).
- Name and address of the juridical person for which the declarant acts as a representative, and ratio of contributed capital (in case the declarant is a representative for shares/stakes of a shareholder or capital-contributing member that is a juridical person, or is appointed as a representative for State stakes in a credit institution).

2. Level of education

- General education.

- Academic title/degree (clearly specify name and address of educational institution; major; training duration; all qualifications obtained).

3. Working experience:

- Occupations, working places, and job positions (from 18 years old to present) ⁽²⁾.

No.	Period (from..... (month/year) to..... (month/year)) ⁽³⁾	Working place	Job position ⁽⁴⁾	Business lines of employer and in- charge tasks	Notes ⁽⁵⁾

- Commendations, disciplines or responsibility, as specified in the inspection authority’s report, for administrative violations committed by the credit institution or foreign bank branch ⁽⁶⁾.

4. Legal capacity⁽⁷⁾

4a. Information about prohibition from holding certain positions, establishment and management of enterprises/cooperatives (if not specified in criminal record or another document of equivalent validity issued by a foreign competent authority).

5. Declarant’s commitments

I hereby declare that:

- I fully satisfy standards and eligibility requirements for the position of..... at the credit institution/foreign bank branch in accordance with provisions of the Law on Credit Institutions and relevant documents providing guidance on this Law. In addition, I have strictly complied with the code of professional ethics as prescribed in Article 5a of the Circular No. 22/2018/TT-NHNN (as amended) during my employment with credit institutions/foreign bank branches (if any).

- I do not violate regulations and laws in monetary and banking sector.

- I will promptly inform the credit institution/foreign bank branch of any changes in my statements provided herein that occur during the consideration by the State Bank of the application submitted by..... (name of the credit institution/foreign bank branch).

- All personal information I provided for the credit institution/foreign bank branch to be included in their application for approval of the recommended personnel list is truthful. I shall assume legal responsibility for the adequacy, truthfulness and accuracy of the information provided herein.

.... [place & date]

Declarant’s signature and full name
(signature and full name)⁽⁸⁾

Notes:

1. *The declarant must fully declare information as requested and assume responsibility before the law and the credit institution/foreign bank branch for the adequacy, truthfulness and accuracy of the information. In case of unavailability of information, the word “None” must be specified.*

2. *Information about all the occupations, working places and job positions that the declarant has held or is taking charge of must be fully declared.*

3. *Time periods must be continuously specified in chronological order.*

4. *This information must be clearly stated if the recommended person is a manager or executive as prescribed by law and the Charter of the credit institution or enterprise.*

5. *Information must be provided if the declarant has worked for:*

a) *A subsidiary of the credit institution;*

b) *An enterprise over 50% of charter capital of which is held by the State;*

c) *An entity prescribed in Point e Clause 2 Article 42 of the Law on Credit Institutions;*

d) *An entity prescribed in Point c Clause 1 Article 42 of the Law on Credit Institutions (name of the entity, time when it is declared bankrupt, job position and working period of the declarant at this entity must be clearly specified);*

6. *Information must be clearly specified if the declarant is subject to Points d, g Clause 1 Article 42 of the Law on Credit Institutions.*

7. *Whether the declarant has “full legal capacity”, “limited legal capacity” or is “incapacitated” must be clearly stated.*

8. *The declarant’s signature must be certified as prescribed by law.*

(In addition to the basic information herein, the declarant may also provide additional information if necessary)