**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   
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| Image color (4x6) stamped by certifying authority | **CURRICULUM VITAE** (1) |

**1. Personal particulars**

- Full name (as per the 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 legal entity 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 legal entity, or is appointed as a representative for State stakes in a credit institution).

**2. Educational qualifications**

- High school education​

- Academic Title, Degree (Clearly state school name and address; major; time of study; degrees – list all degrees).

**3. Work Experience:**

- Provide details of your work experience from 18 years old until now, including employer name, job title and key responsibilities (2) .

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Duration of employment (from month/year to month/year) (3) | Employer name | Title (4) | Company’s business lines and key responsibilities | Note(5) |

- Awards, disciplinary actions, and responsibilities based on inspection conclusions that led to credit institutions and foreign bank branches being penalized for administrative violations. (6)

**4. Civil legal act capacity (7)**

**4a. Any prohibitions from holding positions, establishing, or managing enterprises or cooperatives if not stated in the criminal record or an equivalent document issued by a competent foreign authority.**

**5. Legal commitment**

I hereby certify that :​

- I meet the standards and conditions required to hold the title of **……………** at a credit institution or foreign bank branch, as prescribed in the Law on Credit Institutions and relevant guiding documents. In particular, I commit to adhering to professional ethics as stipulated in Article 5a of Circular No. 22/2018/TT-NHNN (amended and supplemented) during my tenure at the credit institution or foreign bank branch (if applicable).

- I have not violated any legal provisions in the field of currency and banking.

- I shall notify the credit institution or foreign bank branch of any changes related to this declaration that arise while the State Bank of Vietnam is considering the request of …………………….. (name of credit institution or foreign bank branch).

- The personal information I have provided to the credit institution or foreign bank branch for submission to the State Bank of Vietnam is accurate. I take full legal responsibility for the completeness, truthfulness, and accuracy of the declared information.

|  |  |
| --- | --- |
|  | *…. … … …*  **Signature and print name of the declarant** *(8)* |

***Note:***

*1. The declarant must fully provide the required information and is legally responsible to the authorities and the credit institution**or foreign bank branch for the completeness, accuracy, and truthfulness of the declared information. If there are no applicable details, clearly state "None."*

*2. The declarant must list all current and past jobs, employer names, and positions held.*

*3. Ensure chronological continuity in the work experience section. ​*

*4. Clearly state if the declarant is a manager or executive as defined by the law and the Charter of the credit institution or enterprise: ​*

*5. Specify if the company falls into any of the following categories:*

*a) Subsidiary of a credit institution ​*

*b) Enterprise in which the State owns 50% or more of the charter capital;*

*c) As specified in Point e, Clause 2, Article 42 of the Law on Credit Institutions ​*

*d) As specified in Point c, Clause 1, Article 42 of the Law on Credit Institutions (Specify the name of the company, the time of bankruptcy declaration, the position held, and the duration of employment);*

*6. Specify if the declarant falls under the cases specified in Point d, g, Clause 1, Article 42 of the Law on Credit Institutions ​*

*7. Specify the civil legal act capacity status: full, limited, or lost.​*

*8. The declarant’s signature must be duly certified according to legal requirements*

***(In addition to the above mandatory details, the declarant may include other relevant information if necessary.)***