

Guidance On Electronic Identification (Vneid) Registration for Enterprises When The Legal Representative Is A Foreigner

In alignment with the Government's ongoing commitment to digital transformation within public administration, all administrative procedures on the National Public Service Portal will, as of July 1, 2025, exclusively utilize a corporate VNeID accounts issued by the Ministry of Public Security. For enterprises, registering its VneID accounts mandates that its legal representative possesses a Level-02 personal VneID account already. This requirement poses challenges for enterprises whose legal representatives are foreign nationals, as they encounter obstacles in the registration and identity verification process in Vietnam. This newsletter provides comprehensive guidance on navigating electronic identification for enterprises in such circumstances.

1. Conditions for registration of a corporate VNeID accounts for enterprises

To register the corporate VNeID account for an enterprise, its legal representative has to register and utilize his/her Level 2 personal VNeID account to access the National Identification Application (**VneID Application**) and submit a request for the corporate VneID account for the enterprise that he/she represents for. To register for the Level 2 personal VneID account, while Vietnamese citizens routinely use citizen identification cards, foreign nationals are struggling by undertaking specific procedures to obtain a personal identification number and integrate their information into the VNeID Application to be able to register their Level 2 personal VneID account.

As of this newsletter, the Ministry of Public Security currently facilitates the issuance of Level 2 personal VNeID accounts only to foreign nationals who hold a valid Permanent Residence Card (PRC) or Temporary Residence Card (TRC) in Vietnam. For those without such documentation, no formal process for registering a Level 2 personal VneID account is presently available, meaning to have to wait until further instruction from the government to apply for non - PRC/TRC holders.

The authorities are prioritizing the issuance of Level 2 personal VNeID accounts to:

- Foreign nationals holding a valid TRC/PRC, and
- Such foreign nationals are serving as legal representatives of enterprises in Vietnam.

This prioritization aims to expedite the acquisition of the corporate VNeID accounts for enterprises.

2. Overview of procedures for granting Level 2 personal VNeID accounts to foreigners residing in Vietnam

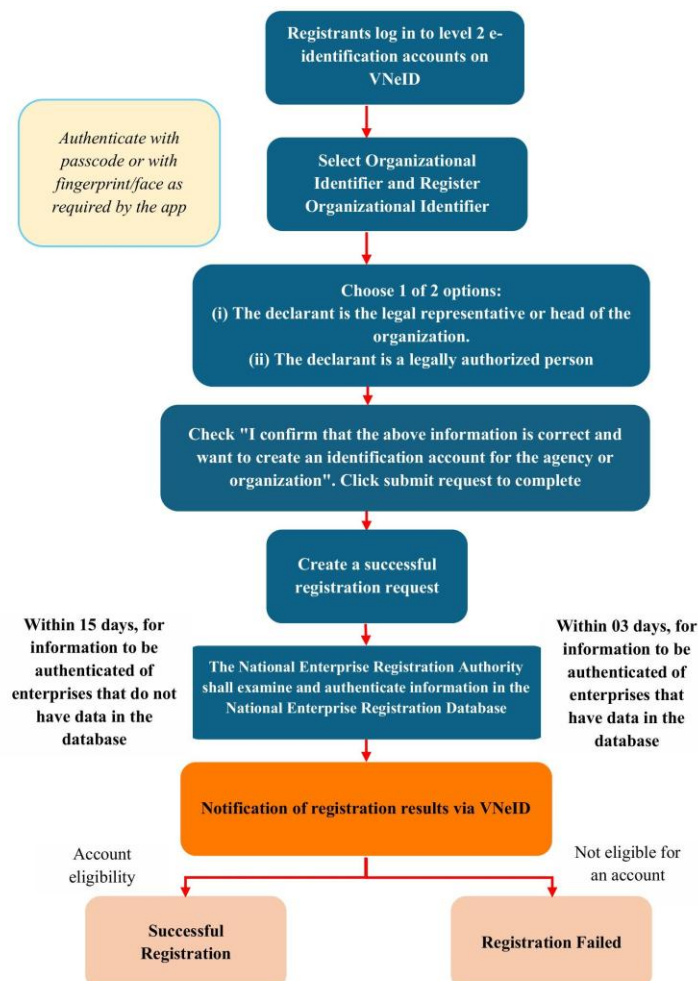
No	Category	Content
1	Authority	The Immigration Department or Immigration Management Agency of Police of provinces and centrally-run cities
2	Eligible Applicants	Foreign nationals who fulfil all the below conditions: - hold a valid Permanent Residence Card or Temporary Residence Card in Vietnam; - hold a valid passport; - own and legally register a Vietnamese phone number.
3	Application Method	In-person submission at the Authority's office
4	Dossier Components	- Application form for electronic identification account (Form TK01, issued with Decree No. 69/2024/ND-CP) - Valid passport (or equivalent legal travel document) - Permanent or Temporary Residence Card - Other information to prepare: - o Owned and legally registered phone number; - o Email address (if any); - o Other information is proposed to be integrated into the electronic identification account.
5	Fees and charges	Identification photo fee: 30,000 VND.

6	Timeline	03-07 working days
7	Result	Issuance of a Level 02 personal VNeID account

Note: The phone number used by foreigners must be in the owner's name and duly registered at the telecommunications service provider. Foreigners can bring their passports to the transaction centers of telecommunications carriers to register the official information for the phone number.

3. Procedures for registering the corporate VneID accounts for enterprises

Upon obtaining the Level 2 personal VneID account, the legal representative of an enterprise may proceed to register the corporate VneID account for the enterprise through the VNeID Application, as described step-by-step as below:



4. Interim Solutions Recognized by Authorities

During the ongoing implementation of the Level 2 VNeID system and due to some limits of the system against non-PRC/TRC foreigners, several key authorities have confirmed that enterprises may still continue to utilize existing electronic accounts for submitting reports and applications on public portals. These authorities include:

- Tax Authority
- Ministry of Finance
- State Bank of Vietnam
- Ministry of Home Affairs
- Customs Authority
- Social Insurance Authority

This interim arrangement will remain effective until enterprises are issued their corporate VNeID accounts upon the timeline stipulated by the police authorities.

5. Long-Term Compliance Considerations

Enterprises, which are currently unable to obtain a corporate VNeID account due to their foreign legal representatives lacking a Level 2 personal VNeID account, should consider taking the following steps as soon as possible:

- Applying for a Temporary Residence Card (TRC) or Permanent Residence Card (PRC) for its legal representative, where possible; or
- Considering appointing a local legal representative, to overcome the challenges posed to foreign legal representatives.
- Registering the corporate VNeID account once its legal representative is eligible.

Proactive preparation and action will ensure compliance of enterprises with evolving corporate VneID registration requirements and minimize disruptions to business operations on public portals, until further policies by the authorities on registering the Level 2 personal VneID account for non-PRC/TRC foreigners is issued and applied.