LABOUR LAW CALENDAR 2019

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- PUBLIC HOLIDAYS (1) (If a holiday falls on a weekend, employees are entitled to take the following day off as compensation)
- MONTHLY REPORTS
- QUARTERLY REPORTS
- ANNUAL REPORTS

JANUARY

MON	TUE	WED	THU	FRI	SAT	SUN
						1
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

New year's day (1)

BEFORE THIS DATE: Notice on the changes of the employment (if any) (19)

BEFORE THIS DATE: Annual report on contribution of unemployment insurance premiums (6)

BEFORE THIS DATE: Quarterly report on recruitment, assignment and management of foreign employees (18)

BEFORE THIS DATE:
- Annual report on labour accident situation at grassroots level (2)
- Annual report on occupational health business establishment (3)
- Annual report on labour safety and hygiene of enterprises (4)
- Annual report on prevention and occupational diseases (5)

FEBRUARY

MON	TUE	WED	THU	FRI	SAT	SUN
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	
25	26	27	28			

Lunar New Year days (*) 03/02 - 07/02 or 04/02 - 08/02

BEFORE THIS DATE: Notice on the changes of the employment (if any) (19)

BEFORE THIS DATE: List of employees working overseas and List of employees returning home or having their contract termination (16)

MARCH

MON	TUE	WED	THU	FRI	SAT	SUN
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

BEFORE THIS DATE: Notice on the changes of the employment (if any) (19)

BEFORE THIS DATE: List of employees working overseas and List of employees returning home or having their contract termination (16)

APRIL

MON	TUE	WED	THU	FRI	SAT	SUN
	1	2	3	4	5	6
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Hung King Commemoration Day

BEFORE THIS DATE: Notice on the changes of the employment (if any) (19)

BEFORE THIS DATE: List of employees working overseas and List of employees returning home or having their contract termination (16)

BEFORE THIS DATE: Quarterly report on recruitment, assignment and management of foreign employees (18)

MAY

MON	TUE	WED	THU	FRI	SAT	SUN
						1
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

International Labour Day (1)

BEFORE THIS DATE: List of employees working overseas and List of employees returning home or having their contract termination (16)

BEFORE THIS DATE: Notice on the changes of the employment (if any) (19)

BEFORE THIS DATE: Semi - annual report on the changes of employment (7)

JUNE

MON	TUE	WED	THU	FRI	SAT	SUN
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

BEFORE THIS DATE: Notice on the changes of the employment (if any) (19)

BEFORE THIS DATE: Semi - annual report on recruitment and assignment of Vietnamese employees (8)

BEFORE THIS DATE:
- List of employees working overseas and List of employees returning home or having their contract termination (16)
- Semi - annual report on labour outsourcing services (10)
- Semi - annual report on number of selected local employees working overseas (11)

BEFORE THIS DATE: Semi - annual report on employment service operations (9)

JULY

MON	TUE	WED	THU	FRI	SAT	SUN
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

BEFORE THIS DATE: Notice on the changes of the employment (if any) (19)

BEFORE THIS DATE: Semi - annual report on recruitment and assignment of Vietnamese employees (8)

BEFORE THIS DATE:
- List of employees working overseas and List of employees returning home or having their contract termination (16)

BEFORE THIS DATE:
- Quarterly report on recruitment, assignment and management of foreign employees (18)
- Semi - annual report on labour (2) accident situation at grassroots level
- Semi - annual report on occupational health business establishment (3)

AUGUST

MON	TUE	WED	THU	FRI	SAT	SUN
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

BEFORE THIS DATE: List of employees working overseas and List of employees returning home or having their contract termination (16)

BEFORE THIS DATE:
- Annual report on the changes of employment (7)
- Annual report on result of training, fostering and improving skills and professional skills for employees (12)

BEFORE THIS DATE: Notice on the changes of the employment (if any) (19)

SEPTEMBER

MON	TUE	WED	THU	FRI	SAT	SUN
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

National Day (2)

BEFORE THIS DATE: Notice on the changes of the employment (if any) (19)

BEFORE THIS DATE: List of employees working overseas and List of employees returning home or having their contract termination (16)

OCTOBER

MON	TUE	WED	THU	FRI	SAT	SUN
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

BEFORE THIS DATE: Notice on the changes of the employment (if any) (19)

BEFORE THIS DATE:
- Quarterly report on recruitment, assignment and management of foreign employees (18)
- List of employees working overseas and List of employees returning home or having their contract termination (16)

NOVEMBER

MON	TUE	WED	THU	FRI	SAT	SUN
			1	2	3	4
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

BEFORE THIS DATE: Notice on the changes of the employment (if any) (19)

BEFORE THIS DATE: List of employees working overseas and List of employees returning home or having their contract termination (16)

DECEMBER

MON	TUE	WED	THU	FRI	SAT	SUN
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

BEFORE THIS DATE: Notice on the changes of the employment (if any) (19)

BEFORE THIS DATE: Annual report on the recruitment and assignment of Vietnamese employees (8)

BEFORE THIS DATE: Annual report on technical inspecting on occupational safety; labour safety and hygiene training and working environment observation of enterprises (17)

BEFORE THIS DATE:
- Annual report on employment service operations (9)
- Annual report on the result of technical inspecting on occupational safety (13)
- Annual report on the result of labour safety and hygiene training service (14)
- Annual report on the result of working environment observation (15)

BEFORE THIS DATE:
- List of employees returning home or having their contract termination (16)
- Annual report on employment service operations (10)
- Annual report on number of selected local employees working overseas (11)
- Annual report on provision of labourers overseas (16)(***)

1. Article 115 of the Labour Code No. 10/2012/QH13, foreign employees are also entitled to (*) 01 additional day for their countries' traditional public holiday and (**) 01 additional day for their countries' national day
2. Article 24.1 of Circular No. 39/2016/TT-BLĐTBXH: the report must be submitted to provincial Department of Labour - War Invalids and Social Affairs ("DOLISA")
3. Article 10 of Circular No. 19/2016/TT-BYT: the report must be submitted to local medical facilities at district level
4. Article 10.2 of Circular No. 37/2017/TT-BLĐTBXH: the report must be submitted to DOLISA and Health Department
5. Article 37.2 of Law on Occupational Safety and Hygiene: the report must be submitted to Health Department
6. Article 17.2 of Decree No. 143/2018/NĐ-CP: the report must be submitted to DOLISA
7. Article 3.4 of Circular No. 26/2015/TT-BLĐTBXH: the report must be submitted to Labour - War Invalids and Social Affairs Office at district level or DOLISA (for enterprises located at industrial zones)
8. Article 5.1 of Circular No. 16/2017/TT-LĐTBXH, applicable to non-profit representative offices of foreign enterprises and the report must be submitted to the competent Employment Services Centres;
9. Article 5.2 of Circular No. 16/2017/TT-LĐTBXH, applicable to employment service enterprises only and the report must be submitted to DOLISA
10. Article 12.1 of Circular No. 26/2015/TT-BLĐTBXH, applicable to enterprises providing outsourcing services and the report must be submitted to DOLISA and Ministry of Labour - War Invalids and Social Affairs ("MOLSAI" - Legal Affair Department)
11. Section 111.(c) of Circular No. 21/2017/TT-BLĐTBXH, applicable to enterprises providing workforce overseas and the report must be submitted to DOLISA and MOLSAI (Department of Occupational Safety)
12. Article 6.2 of Labour Code No. 10/2012/QH13: the report must be submitted to DOLISA
13. Article 6.1 of Decree No. 140/2018/NĐ-CP, applicable to enterprises operating in the field of occupational safety and the report must be submitted to DOLISA and MOLSAI (Department of Occupational Safety)
14. Article 6.1 of Decree No. 140/2018/NĐ-CP, applicable to labour safety and hygiene training services only and the report must be submitted to DOLISA and MOLSAI (Department of Occupational Safety)
15. Article 44.6 of Decree No. 44/2016/NĐ-CP, applicable to working environment observation organization only and the report must be submitted to Ministry of Health or provincial Health Department
16. Section 9 of Circular No. 21/2017/TT-BLĐTBXH, applicable to service enterprises and non-profit state organizations providing workforce overseas (typically, (***) applicable mostly to enterprises operating or receiving contracts, and organizations or individuals making offshore investment) and the report, the link must be submitted to MOLSAI (Department of Occupational Safety);
17. Article 20.1 of Decree No. 140/2018/NĐ-CP, applicable to business and production establishments, and the report must be submitted to DOLISA or provincial Health Department
18. Article 5.1a of Decree No. 11/2019/NĐ-CP, applicable to employers and investors whose contractors signed labour contracts with foreign employees and the report must be submitted to DOLISA
19. Article 16.2 of Circular No.28/2015/TT-BLĐTBXH, this notice must be submitted to the local Employment Service Centres

In addition, employers must note the following timelines:

- According to Article 14.3 of Circular No. 28/2015/TT-BLĐTBXH, enterprises must report the usage of workforce to the Labour - War Invalids and Social Affairs Office at district level or DOLISA (for enterprises located at industrial zones) within 15 days from the day of operation
- According to Article 14.2 of Circular No. 28/2015/TT-BLĐTBXH, employers must make the employment bulletin board publicly within 30 days from the day of operation
- According to Article 14.3 of Circular 28/2015/TT-BLĐTBXH, employers with decrease or hold 10 employees must promptly notify the employment service center of their location (headquarters located) for consultation and support
- According to Article 4 of Decree 11/2019/NĐ-CP, if the employer (except for contractors) hired reports on the change of demand for foreign workers to the MOLSAI or the Chairperson of the People's Committee at province level and other relevant units when falling into one of irregular situations specified at Article 17 mentioned above.
- According to Article 17 , 18 of Circular 01/2019/TT-BLĐTBXH, labour subletting enterprises are obliged to report irregularity on situation of labour subletter to the MOLSAI or the Chairperson of the People's Committee at province level and other relevant units when falling into one of irregular situations specified at Article 17 mentioned above.
- According to Article 7 Decree 11/2019/NĐ-CP, enterprises must report on online with check result on "https://laletmotsophaphanhlaodong.gov.vn/ when being requested in writing from the State Inspector or labour

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