

**PEOPLE'S COUNCIL  
OF DA NANG CITY**

**SOCIALIST REPUBLIC OF VIETNAM  
Independence - Freedom - Happiness**

No.: 55/2024/NQ-HDND

*Da Nang, December 13, 2024*

**RESOLUTION**

**Promulgating detailed regulations on criteria, conditions for selection, and procedures for registration, appraisal, and licensing for the implementation of controlled pilot testing of new technology solutions within Da Nang City**

**THE PEOPLE'S COUNCIL OF DA NANG CITY  
TERM X, 2021–2026, THE 21<sup>ST</sup> SESSION**

*Pursuant to the Law on Organization of Local Government dated June 19, 2015;*

*Pursuant to the Law amending and supplementing a number of articles of the Law on Organization of the Government and the Law on Organization of Local Government dated November 22, 2019;*

*Pursuant to the Law on Science and Technology dated June 18, 2013;*

*Pursuant to the Law on Promulgation of Legal Normative Documents dated June 22, 2015;*

*Pursuant to the Law on State Budget dated June 25, 2015;*

*Pursuant to the Law on Support for Small and Medium-Sized Enterprises dated June 12, 2017;*

*Pursuant to the Law on Management and Use of Public Assets dated June 21, 2017;*

*Pursuant to the Law on Promulgation of Legal Normative Documents dated June 22, 2015, and the Law amending and supplementing a number of articles of the Law on Promulgation of Legal Normative Documents dated June 18, 2020;*

*Pursuant to point d, clause 2, Article 14 of Resolution No. 136/2024/QH15 dated June 26, 2024 of the National Assembly on the organization of the urban government model and the pilot implementation of a number of special mechanisms and policies for the development of Da Nang City;*

*Based on the proposal of the People's Committee of the city in Submission No. 276/TTr-UBND dated November 29, 2024 on the draft Resolution of the People's Council of the city stipulating in detail the criteria, conditions for selection, and the procedures for registration, appraisal, and licensing for the implementation of controlled pilot testing of new technology solutions in Da Nang City;*

*Based on Appraisal Report No. 300/BC-KTNS dated December 05, 2024 of the Economic-Budget Committee of the City People's Council;*

*Based on Report No. 469/BC-UBND dated December 10, 2024 and Official Dispatch No. 7064/UBND-SKHCN dated December 13, 2024 of the City People's Committee regarding the explanation and acceptance of opinions in the Appraisal Report of the Economic-Budget Committee of the City People's Council and the discussion opinions of the delegates of the City People's Council at the Session.*

**HEREBY RESOLVES:**

**Article 1.** Promulgated together with this Resolution are the Detailed Regulations on the criteria and conditions for selection and the procedures for registration, appraisal, and licensing for the implementation of controlled pilot testing of new technology solutions in Da Nang City.

**Article 2. Effect**

This Resolution shall take effect from January 01, 2025.

**Article 3. Organization of implementation**

1. The City People's Committee shall be responsible for and organize the implementation of this Resolution in accordance with the provisions of law; and shall periodically report on the results of implementation of this Resolution at the year-end sessions of the City People's Council.

2. The Standing Committee of the City People's Council, its Committees, Delegations of Deputies, and Deputies of the City People's Council shall supervise the implementation of this Resolution.

3. The Viet Nam Fatherland Front Committee of the city is requested to coordinate in supervising the organization and implementation of this Resolution.

This Resolution was adopted by the Da Nang City People's Council, Term X, 2021-2026, at its 21<sup>st</sup> Session, on December 13, 2024.

**Recipients:**

- Standing Committee of the National Assembly;
- The Government; the Office of the President;
- Ministry of Finance; Ministry of Science and Technology (Department of Legal Affairs);
- Standing Committee of the City Party Committee;
- Advisory and assisting agencies of the City Party Committee;
- National Assembly Delegation of the city;
- Standing Committee of the City People's Council;
- City People's Committee; Viet Nam Fatherland Front Committee of the city;
- Committees of the City People's Council.
- Deputies of the City People's Council;
- Office of the National Assembly Delegation and the City People's Council; Office of the City People's Committee;
- City departments, agencies, and mass organizations;
- District and district-level Party Committees; People's Committees and Viet Nam Fatherland Front Committees of districts; People's Council of Hoa Vang District;
- Party Committees and People's Committees of wards and communes; People's Councils of communes;
- Da Nang Newspaper; Da Nang City Police Special Publication; Da Nang Radio and Television Station; Vietnam Television Center (VTV8); City Web Portal;
- Archived, Chairperson of the People's Council.

**CHAIRPERSON**  
(Signed and sealed)  
**Ngo Xuan Thang**

## REGULATIONS

### **Detailed regulations on criteria, conditions for selection, and procedures for registration, appraisal, and licensing for the implementation of controlled pilot testing of new technology solutions within Da Nang City**

*(Promulgated together with Resolution No. 55/2024/NQ-HDND dated December 13, 2024 of the People's Council of Da Nang City)*

## CHAPTER I

### GENERAL PROVISIONS

#### **Article 1. Scope of regulation**

These Regulations provide criteria and conditions for selection, and procedures for registration, appraisal, and licensing for the implementation of controlled pilot testing of new technologies, products, services, and business models (hereinafter referred to as new technology solutions) in the Hi-Tech Park, the Concentrated Information Technology Park, the Innovation and Startup Support Center, and innovation spaces invested by the city budget within Da Nang City, as stipulated in Clauses 2, 3, 4, and 5, Article 14 of Resolution No. 136/2024/QH15 dated 26 June 2024 of the National Assembly on the organization of urban administration and the piloting of a number of special mechanisms and policies for the development of Da Nang City.

#### **Article 2. Subjects of application**

1. Enterprises, cooperatives, household businesses, organizations, state agencies, and public service units (hereinafter collectively referred to as organizations) established in accordance with Vietnamese law, having their head offices within Da Nang City, and conducting pilot testing of innovative technology solutions.

2. Agencies providing guidance and controlling the pilot testing process as decided by the City People's Committee in accordance with Point a, Clause 3, Article 14 of Resolution No. 136/2024/QH15.

3. Agencies, units, organizations, and individuals related to the organization and implementation of this Resolution.

#### **Article 3. Criteria and conditions for selecting new technology solutions for controlled pilot testing**

##### 1. Selection criteria

A new technology solution selected for controlled pilot testing must satisfy the following criteria:

a) Possessing innovative characteristics in Viet Nam in certain fields where the law has not yet provided regulations or permitted implementation, or where existing legal regulations are not suitable for the characteristics and new features of the proposed new technology solution for pilot testing;

b) Aimed at addressing specific issues (social, economic, environmental), with the potential to bring benefits and value to the community and society;

c) Having the capability to be further developed and expanded for application in Viet Nam after completion of the pilot testing;

d) Being compatible with the resources and infrastructure system of the proposed pilot testing location;

đ) Not affecting security and confidentiality (including national security, financial security, environmental security, human security, etc. for national, ethnic, and city interests), national defense, or users' interests. Not using or providing new technology solutions that pose risks affecting the State's monetary security; not using or providing new technology solutions that pose risks to safe information and data management without effective data security and safety assurance measures; not providing new technology solutions with features, functions, or operating forms similar to securities trading platforms without clear and lawful user identification management solutions. For online pilot testing services, secure and transparent online customer identity verification must be implemented, ensuring data storage and risk management;

e) Having a clear pilot testing plan and expected outcomes, with established operating procedures, risk management processes, and remediation plans during the pilot testing; being compatible with the control capacity of the city's competent authorities;

g) Having a specific strategy for the development phase of the solution after completion of the pilot testing.

## 2. Conditions

Organizations participating in pilot testing must meet the following conditions:

a) Fully complying with tax obligations to the State, social insurance obligations for employees, and environmental protection regulations in accordance with current laws;

b) Meeting conditions regarding technical, human, and financial resources to ensure the pilot testing and enable effective control of the process and the pilot testing environment.

## **CHAPTER II**

### **PROCEDURES AND FORMALITIES FOR LICENSING**

#### **Article 4. Procedures and formalities for licensing controlled pilot testing of new technology solutions**

##### **1. Implementation procedures**

a) The organization submits an application dossier for licensing to the competent authority, including: the Da Nang Hi-Tech Park and Industrial Zones Authority (for pilot testing proposals in the Hi-Tech Park); the Department of Information and Communications (for pilot testing proposals in the Concentrated Information Technology Park); the Department of Science and Technology (for pilot testing proposals in the Innovation and Startup Support Center and innovation spaces invested by the city budget).

b) Within thirty (30) working days from the date the dossier is received as complete and valid by the Receiving and Results-Returning Section, the competent authority establishes an Appraisal Team to appraise the dossier and conduct appraisal activities, including on-site inspection of facilities, infrastructure, and the organization's capacity.

The composition, responsibilities, and working procedures of the Appraisal Team shall comply with Appendix I of the Regulations promulgated together with this Resolution.

c) Where explanations or clarifications are required according to the Appraisal Team's recommendations, the competent authority shall request the organization to explain and complete the dossier within fifteen (15) working days from the date of receipt of such request. Upon expiry of this time limit, if the organization or individual fails to submit written explanations or supplements, the competent authority shall return the dossier.

d) After appraisal of the dossier, in case the appraisal result is unsatisfactory, within seven (07) working days from the date of the Appraisal Team meeting, the competent authority shall notify the organization of the appraisal result and clearly state the reasons.

đ) Where the appraisal result is satisfactory, within thirty (30) working days from the date of the Appraisal Team meeting, the competent authority shall submit to the Chairperson of the City People's Committee for the establishment of an Evaluation Council and organization of the evaluation of the application dossier for licensing.

The composition, responsibilities, working procedures, and evaluation criteria of the Evaluation Council shall comply with Appendix I of the Regulations promulgated together with this Resolution.

e) After evaluation of the dossier, in case the evaluation result is unsatisfactory, within seven (07) working days from the date of the Evaluation Council meeting, the competent authority shall notify the organization of the evaluation result and clearly state the reasons.

g) Where the evaluation result is satisfactory, within seven (07) working days from the date of the Evaluation Council meeting, the competent authority shall submit to the City People's Committee for a decision on time-limited controlled pilot testing of the new technology solution.

h) Within fifteen (15) working days from the date of receipt of the dossier from the competent authority, the City People's Committee shall consider and approve the decision on time-limited controlled pilot testing of the new technology solution; concurrently, the City People's Committee shall designate the agency to guide and control the pilot testing process for each pilot case. Approval information includes: name of the new technology solution; name of the organization participating in the pilot testing; pilot testing location; name of the agency guiding and controlling the pilot testing process; duration of the pilot testing.

i) Within seven (07) working days from the date the City People's Committee issues the decision, the agency guiding and controlling the pilot testing process shall issue the license for controlled pilot testing, promulgate the pilot testing regulations applicable to the licensed new technology solution, and concurrently send the licensing result to the competent authority for returning the result to the organization.

k) No later than sixty (60) working days from the date the agency guiding and controlling the pilot testing process issues the pilot testing license, the organization must commence pilot testing of the new technology solution in accordance with the approval decision of the City People's Committee, the license issued by the guiding and controlling agency, the pilot testing regulations applicable to the licensed solution, and other relevant regulations.

Upon expiry of the above time limit, if the organization does not commence pilot testing, the agency guiding and controlling the pilot testing process shall revoke the license and submit to the City People's Committee for revocation of the pilot testing decision.

In cases of force majeure, the organization shall submit a written report to the agency guiding and controlling the pilot testing process for consideration of continued permission to conduct pilot testing.

l) Where necessary, the City People's Committee, the competent authority, or the agency guiding and controlling the pilot testing process may seek consultative opinions from ministries, ministerial-level agencies, or other relevant agencies and units prior to deciding on controlled pilot testing.

2. Number of dossiers: 01 set.

3. Dossier components

a) Application for licensing controlled pilot testing (using the application form in Appendix II of the Regulations promulgated together with this Resolution);

b) Legal documents: copy of the Enterprise Registration Certificate (where information can be searched and extracted from the national database on enterprise registration, the organization is not required to submit the Enterprise Registration Certificate), or the Decision on establishment of the organization, or the Certificate of registration of cooperatives or household businesses, or the Certificate of establishment of the project/project group;

c) Explanatory statement requesting licensing for pilot testing (using the explanatory form in Appendix III of the Regulations promulgated together with this Resolution);

d) Documents evidencing pilot testing costs (if any): contracts for purchase of technological equipment enclosed; relevant invoices and vouchers; costs for human resources operating the pilot testing;

đ) Confirmation of tax arrears, confirmation of social insurance contributions for employees, and confirmation of compliance with environmental protection regulations issued by competent state authorities up to the time of application for controlled pilot testing licensing;

e) Other relevant documents (if any).

#### 4. Method of implementation

a) Submission of dossiers: The organization submits the dossier to the competent authority of the proposed pilot testing location by one of the following methods:

Direct submission at the Receiving and Results-Returning Section of the competent authority of the proposed pilot testing location;

Submission via public postal services;

Online submission.

b) Return of results: The competent authority of the proposed pilot testing location returns the results by one of the following methods:

Direct return at the Receiving and Results-Returning Section of the competent authority of the proposed pilot testing location;

Return via public postal services.

5. Processing time: 89 (eighty-nine) working days.

6. Competent authorities:

a) Implementing authority: The managing authority of the proposed pilot testing location.

b) Decision-making authority:

The City People's Committee decides on the controlled pilot testing of new technology solutions.

The agency guiding and controlling the pilot testing process issues the controlled pilot testing license.

7. Implementation result: License issued by the agency guiding and controlling the pilot testing process (using the License Form for Controlled Pilot Testing in Appendix IV to the Regulations promulgated together with this Resolution).

8. Participation of an organization in controlled pilot testing does not imply that the organization is licensed to supply products or services generated from the new technology solution to the market.

#### **Article 5. Procedures for extension of the pilot testing period**

1. Where necessary, the organization requesting an extension of the pilot testing period shall submit an application to the licensing authority. The application for extension must be submitted at least sixty (60) days prior to the expiry of the pilot testing period stated in the license.

##### 2. Implementation procedures

a) The organization submits an application dossier for extension to the licensing authority.

b) Within fifteen (15) working days from the date the Receiving and Results-Returning Section accepts a complete and valid dossier, the licensing authority shall consider and submit to the City People's Committee for decision on the extension of the pilot testing period.

Where necessary, the licensing authority may seek consultative opinions from experts or relevant agencies or units on the extension of the pilot testing period before submitting to the City People's Committee for decision.

c) Within fifteen (15) working days from the date of receipt of the dossier from the licensing authority, the City People's Committee shall consider and decide on the extension of the pilot testing period.

d) Within three (03) working days from the date the City People's Committee issues the decision on extension of the pilot testing period, the licensing authority shall extend the license.

In case the City People's Committee does not approve the extension, the licensing authority shall notify the organization accordingly.

##### 3. Number of dossiers: 01 set.

##### 4. Dossier components

a) Application for extension of the pilot testing period (using the application form for extension of the pilot testing period in Appendix V to the Regulations promulgated together with this Resolution);

b) Report on the pilot testing status (using the pilot testing status report form in Appendix VI to the Regulations promulgated together with this Resolution).

5. Method of implementation

a) Submission of dossiers:

The organization submits the dossier to the licensing authority by one of the following methods:

Direct submission at the Receiving and Results-Returning Section of the licensing authority;

Submission via public postal services;

Online submission.

b) Return of results: The licensing authority returns the results by one of the following methods:

Direct return at the Receiving and Results-Returning Section of the licensing authority;

Return via public postal services.

6. Processing time: 33 (thirty-three) working days.

7. Competent authorities:

a) Implementing authority: The licensing authority.

b) Decision-making authority:

The City People's Committee decides on the extension of the controlled pilot testing period for new technology solutions.

The licensing authority extends the license.

8. Implementation result: The extended license issued by the licensing authority.

## **CHAPTER III IMPLEMENTATION**

### **Article 6. Implementation funding**

1. Funding to ensure the operation of the Evaluation Council, the Appraisal Team, and other costs directly related to the implementation of licensing activities shall be provided in accordance with the expenditure norms for city-level science and technology tasks as prescribed in Sub-item 1.2, Point a, Clause 2, Section II of the Regulations promulgated together with Resolution No. 58/2023/NQ-HDND dated 21 September 2023 of the People's Council of Da Nang City on norms for estimating budgets for the implementation of science and technology tasks using state budget funds within Da Nang City, and other relevant regulations.

2. Implementation funding shall be balanced from annual state budget allocations for the managing authorities and the agencies guiding and controlling the pilot testing process.

## **Article 7. Implementation responsibilities**

1. The City People's Committee shall be responsible for:

- a) Implementing and organizing the effective execution of this Resolution;
- b) Balancing and allocating annual budgets to implement this Resolution in accordance with the law;
- c) Deciding on the agency guiding and controlling the pilot testing process for each pilot testing case;
- d) Assigning agencies guiding and controlling the pilot testing process to: issue licenses; promulgate pilot testing regulations; inspect and supervise the pilot testing process; report inspection and supervision results; and report pilot testing results in accordance with regulations;
- đ) Fully exercising its powers and responsibilities in accordance with Clause 3, Article 14 of Resolution No. 136/2024/QH15.

2. Agencies guiding and controlling the pilot testing process shall be responsible for:

- a) Sending information on new technology solutions granted pilot testing licenses to the Department of Science and Technology for monitoring and consolidation;
- b) Fully exercising their powers and responsibilities in accordance with Clause 4, Article 14 of Resolution No. 136/2024/QH15.

3. Organizations and individuals conducting pilot testing shall be responsible for:

- a) Complying with the pilot testing regulations issued by the licensing authority during the pilot testing process;
- b) Complying with the obligations and responsibilities of organizations and individuals during the pilot testing process in accordance with current regulations;
- c) Complying with requirements on data security, privacy, and protection of users' personal information in accordance with the law;
- d) Applying risk control measures during the pilot testing process; promptly reporting to the licensing authority upon detecting incidents causing disruption to the pilot testing activities, serious risks, or risks of abuse or loss of control that cannot be remedied;
- đ) Reporting to the licensing authority on the pilot testing process on an annual basis or ad hoc upon request, and on pilot testing results at the end of the pilot testing period (using the Pilot Testing Status Report Form in Appendix VI to the Regulations promulgated together with this Resolution).

4. In the event of changes or adjustments to the contents of this Resolution, the City People's Committee shall submit them to the People's Council of the City for consideration and adjustment as appropriate./.

## APPENDIX I

### **COMPOSITION, RESPONSIBILITIES, WORKING PROCEDURES, AND EVALUATION CRITERIA OF THE EVALUATION COUNCIL FOR APPLICATION DOSSIERS REQUESTING LICENSING FOR THE PILOT TESTING OF NEW TECHNOLOGY SOLUTIONS**

*(Promulgated together with the Detailed Regulations on criteria, conditions for selection, and procedures for registration, appraisal, and licensing for the implementation of controlled pilot testing of new technology solutions within Da Nang City, enclosed with Resolution No. 55/2024/NQ-HDND dated 13 December 2024 of the People's Council of Da Nang City)*

#### **I. APPRAISAL TEAM**

##### **1. Composition of the Appraisal Team**

The Appraisal Team shall consist of at least 07 members, including 01 Team Leader and 01 Secretary.

Members of the Appraisal Team shall include experts, scientists, and managers with professional expertise or practical experience appropriate to the field of the new technology solution proposed for pilot testing.

##### **2. Responsibilities of the Appraisal Team**

The Appraisal Team is responsible for appraising the application dossier in accordance with the conditions stipulated in Clause 2, Article 3 of the Regulations promulgated together with this Resolution.

Members of the Appraisal Team shall conduct the appraisal in a truthful, objective, and impartial manner; maintain confidentiality of received information, except where otherwise provided by law.

Each member of the Appraisal Team bears individual responsibility for his/her appraisal opinion and collective responsibility for the concluding opinion of the Appraisal Team.

##### **3. Working procedures of the Appraisal Team**

a) The managing authority shall send the dossier to members of the Appraisal Team at least 10 days prior to the Appraisal Team meeting, including: the Decision on establishment of the Appraisal Team; the organization's application dossier for licensing; and the appraisal opinion form.

b) Members of the Appraisal Team are responsible for studying the dossier and documents and preparing appraisal opinions prior to the Appraisal Team meeting.

c) The managing authority shall organize the Appraisal Team meeting:

- Meeting format: in-person meeting, online meeting, or a combination of in-person and online meeting.

- The Appraisal Team meeting must have the participation of at least 2/3 of the Appraisal Team members, including the Team Leader.

- The Team Leader shall chair the Appraisal Team meeting.

- The representative of the organization applying for licensing shall present the proposed solution for pilot testing.

- Attending members shall discuss and provide opinions on the following contents: appraisal of the dossier in accordance with the conditions stipulated in Clause 2, Article 3 of the Regulations promulgated together with this Resolution; on-site inspection of facilities, infrastructure, and organizational capacity; requests for the organization to explain or clarify matters related to the application dossier for pilot testing (if any); identification of risks and proposals for management and mitigation measures in case pilot testing is permitted; matters to be noted if pilot testing is permitted.

- The representative of the applying organization shall explain the Appraisal Team's opinions.

- Members of the Appraisal Team shall provide appraisal opinions using appraisal forms.

- The Appraisal Team shall conclude that the appraisal meets requirements when more than 3/4 of participating members assess it as meeting requirements; the appraisal shall be concluded as not meeting requirements in the remaining cases.

- The results of the Appraisal Team meeting shall be recorded in minutes and signed for confirmation by participating members.

## **II. EVALUATION COUNCIL**

### **1. Composition of the Evaluation Council**

The Evaluation Council shall consist of at least 07 members, including 01 Chairperson, members, and 01 Secretary member.

Members of the Council shall include: representatives of leadership of specialized agencies under the City People's Committee; representatives of leadership of district-level People's Committees; representatives of leadership of relevant units; experts; scientists; and managers with professional expertise or practical experience appropriate to the field of the new technology solution proposed for pilot testing. Members of the Evaluation Council may include members of the Appraisal Team.

### **2. Responsibilities of the Evaluation Council**

The Evaluation Council is responsible for evaluating the dossier in accordance with the conditions and criteria stipulated in Article 3 of the Regulations promulgated together with this Resolution.

Members of the Evaluation Council shall conduct evaluations in a truthful, objective, and impartial manner; maintain confidentiality of received information, except where otherwise provided by law.

Each member bears individual responsibility for his/her evaluation opinion and collective responsibility for the concluding opinion of the Evaluation Council.

### 3. Working procedures of the Evaluation Council

a) The managing authority shall send the dossier to members of the Evaluation Council at least 10 (ten) days prior to the Evaluation Council meeting, including: the Decision on establishment of the Evaluation Council; the organization's application dossier for licensing; the Appraisal Team's working minutes; written explanations and supplements in response to the Appraisal Team's opinions together with additional dossiers of the organization (if any); the draft pilot-testing regulations for the proposed new technology solution; and the evaluation form.

b) Members of the Evaluation Council are responsible for studying the dossier and documents and preparing evaluation opinions prior to the Evaluation Council meeting.

c) The managing authority shall organize the Evaluation Council meeting:

- Meeting format: in-person meeting, online meeting, or a combination of in-person and online meeting.

- The Evaluation Council meeting must have the participation of at least 2/3 of the Evaluation Council members, including the Chairperson and the Secretary member.

- The Chairperson shall chair the Evaluation Council meeting.

- The representative of the organization applying for licensing shall present the proposed solution for pilot testing.

- Attending members shall discuss and provide opinions on the following contents: evaluation of compliance with the conditions and criteria stipulated in Article 3 of the Regulations promulgated together with this Resolution; contents requiring explanation or completion by the organization (if any); conclusion on whether to approve or not approve controlled pilot testing; proposals for pilot-testing regulations for the proposed new technology solution and matters to be noted if pilot testing is permitted.

- The representative of the applying organization shall explain the Evaluation Council's opinions.

- Members of the Evaluation Council shall provide evaluation opinions using evaluation forms.

- Evaluation criteria include:

  - Necessity of conducting the pilot testing;

Degree of innovation in Vietnam in fields where the law has not yet regulated or permitted implementation, or where current legal provisions are not suitable to the characteristics and new features of the proposed new technology solution;

Ability to address specific issues (social, economic, environmental) and deliver benefits and value to the community and society;

Capacity of the organization or individual registering for pilot testing (such as existing facilities, technological infrastructure, equipment, machinery, offices, workshops, key intellectual property assets; existing human resources and workforce; key personnel participating in the pilot testing; financial capacity);

Compatibility with the resources and infrastructure system of the proposed pilot-testing location;

Assessment of the ability to avoid impacts on security, safety, and national defense, and not adversely affect users' interests. The solution must not be used or provided if it poses risks to national monetary security; must not be used or provided if it poses risks to information and data security management without effective data protection and security solutions; must not provide new technology solutions with features, functions, or operating models similar to securities exchanges without clear and lawful user identification management solutions. For online pilot-testing services, secure and transparent online customer identity verification must be in place, ensuring data storage and risk management;

Reasonableness and feasibility of the pilot-testing plan;

Ability to refine the solution and expand application in Vietnam after completion of pilot testing;

Value and benefits of outcomes and products;

Economic, social, and environmental effectiveness;

Assessment of operational processes, risk management, and mitigation plans; compatibility with the supervisory capacity of municipal competent authorities;

Assessment of the development strategy after completion of pilot testing.

- A dossier is considered passed when all evaluation criteria are assessed as meeting requirements. A dossier is considered failed when one or more criteria are assessed as not meeting requirements.

- The Evaluation Council concludes approval when more than 3/4 of participating members assess it as meeting requirements; in the remaining cases, it is concluded as not approved.

- The Evaluation Council shall agree on proposed pilot-testing regulations for the proposed new technology solution and matters to be noted if pilot testing is permitted.

- The results of the Evaluation Council meeting shall be recorded in minutes and signed for confirmation by participating members.



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8. Enclosed documents:

(1)

(2)

...

We hereby certify that the information stated in this Application Form, the enclosed Explanatory Statement, and all documents submitted to ..... are completely true and accurate. We take full responsibility for the truthfulness of the information provided and ensure compliance with all relevant legal regulations throughout the pilot testing process.

We respectfully request the competent authority's consideration.

....., *day .... month ..... year .....*

**ORGANIZATION**

*(Signature, full name, seal)*

## APPENDIX III

### EXPLANATORY STATEMENT TEMPLATE FOR APPLICATION FOR PILOT TESTING PERMIT

*(Issued together with the Detailed Regulations on criteria, conditions for selection, and procedures for registration, appraisal, and licensing of controlled pilot testing of new technological solutions within Da Nang City, promulgated under Resolution No. 55/2024/NQ-HDND dated December 13, 2024 of the People's Council of Da Nang City)*

### EXPLANATORY STATEMENT FOR APPLICATION FOR PILOT TESTING PERMIT

#### I. INFORMATION ON THE ORGANIZATION REGISTERING TO PARTICIPATE IN THE PILOT TESTING

##### 1. General information:

Name:

Address:

Telephone:

Email:

Website *(if any)*:

Legal representative:

Position:

Contact person information *(name, position, address, telephone number, email)*.

##### 2. Description of the organization

a) Description of the organizational structure and apparatus

b) Main manufacturing and business lines

c) Main products *(if any)*

d) Main customers and stakeholders *(such as direct customers, indirect customers, suppliers, partners, community stakeholders, etc.)*

đ) Introduction to the organization's capacity

- Detailed description of existing facilities and infrastructure (such as technology, equipment, machinery, offices, factories/workshops, key intellectual property assets, etc.)

- Description of existing human resources and workforce

- Description of the key personnel participating in the pilot testing process *(capacity, professional qualifications, practical experience, achievements attained, if any)*

- Information on achievements and awards obtained by the organization and its key personnel *(if any)*

- Existing capital

- Mobilized investments (*if any*)

e) Legal status

- Information on the Certificate of Enterprise Registration or the Decision on Establishment of the organization, or the Certificate of Cooperative Registration, household business registration, or the Certificate of establishment of the project/project team.

- Status of compliance with tax obligations to the State, social insurance for employees, and regulations on environmental protection in accordance with current laws.

## **II. INFORMATION ON THE NEW TECHNOLOGY/PRODUCT/SERVICE/NEW BUSINESS MODEL PROPOSED FOR PILOT TESTING PERMIT**

1. Name of the new technology/product/service/business model proposed for pilot testing permit

2. Necessity for conducting controlled pilot testing

a) Overview of studies or applications of relevant technological solutions already implemented by the applicant organization or by other organizations domestically and internationally

b) Existing shortcomings, limitations, and issues that need to be addressed

c) Reasons for the need to conduct pilot testing under the controlled testing mechanism

3. Objectives of the pilot testing

4. Description of the new technology/product/service/business model proposed for pilot testing permit

a) Description of the new technology/product/service/business model registered for pilot testing, including: novelty or application of new technology or innovative characteristics of the solution; simulation model of the solution or pilot demonstration (if any)

For services and new business models: a detailed description of the service model and business model is required, including target customers, expected partners; linkages and interactions between the organization and customers and partners; estimated costs and profits; financial management plan for the organization and for customers and partners.

b) Expected results and products upon completion of the pilot testing (*requirements for achieved results, evaluation criteria*)

c) Potential customers and beneficiaries

d) Value and benefits of the results and products; economic, social, and environmental effectiveness

5. Requirements for resources, infrastructure systems, and technical conditions at the pilot testing location to meet the testing needs

6. Requirements for management and supervision mechanisms by the competent authorities

7. Risks affecting security, safety, national defense; and the interests of users

8. Description of the organization's measures to comply with regulations during participation in the pilot testing

### **III. PILOT TESTING PLAN**

1. Proposed duration of pilot testing (months)

2. Proposed pilot testing location

3. Pilot testing implementation process

*(Detailed description of the implementation sequence; procurement of equipment and materials (if any); planned tests to be conducted; implementation schedule; requirements for achieved results and evaluation criteria for each testing step, etc.)*

4. Description of customers and partners involved during the pilot testing (if any) *(such as target groups, quantities; transaction amount limits, etc.)*

5. Estimated implementation resources

6. Implementation budget and the organization's capacity to meet funding requirements

### **IV. OPERATIONAL PROCESS, RISK MANAGEMENT AND MITIGATION MEASURES**

1. Anticipated incidents that may disrupt pilot testing operations; potential risks during the pilot testing process

2. Description of operational plans in case incidents or risks occur

3. Description of mitigation plans and measures to address incidents and risks

### **V. DEVELOPMENT STRATEGY AFTER COMPLETION OF PILOT TESTING**

1. Development objectives after completion of pilot testing

2. Plan to refine the solution and expand its application in Viet Nam after completion of pilot testing

3. Production and business plan for the product/solution after completion of pilot testing

4. Development plan in case the pilot testing is unsuccessful

## **VI. EXPLANATORY APPENDICES**

List of relevant supporting documents, if any (*such as tables; analysis and testing results; survey forms, calculation sheets, sample tables, photographs, diagrams, technological processes, drawings, etc. necessary to illustrate or support the explanatory statement*)

....., *date ... month ... year ...*

**ORGANIZATION**

*(Signature, full name, seal)*

**APPENDIX IV**

**TEMPLATE FOR PILOT TESTING PERMIT**

*(Issued together with the Detailed Regulations on criteria, conditions for selection, and procedures for registration, appraisal, and licensing of controlled pilot testing of new technological solutions within Da Nang City, promulgated under Resolution No. 55/2024/NQ-HDND dated December 13, 2024 of the People’s Council of Da Nang City)*

**LICENSING AUTHORITY**

No.: /GP-.....

**SOCIALIST REPUBLIC OF VIETNAM**

**Independence - Freedom - Happiness**

....., day .... month ..... year .....

**LICENSE**

**Re: Controlled trial implementation**

**(HEAD OF THE LICENSING AUTHORITY)**

*Pursuant to Decision No. ... on the stipulation of functions, tasks, powers and organizational structure of ...;*

*Pursuant to Resolution No. 136/2024/QH15 dated June 26, 2024 of the National Assembly on the organization of urban local government and the pilot implementation of a number of specific mechanisms and policies for the development of Da Nang City;*

*Pursuant to Resolution No. .../2024/NQ-HDND dated ....., 2024 of the People’s Council of Da Nang City promulgating regulations on detailed criteria, conditions for selection and procedures for registration, appraisal and licensing for the implementation of controlled trials of new technological solutions in Da Nang City;*

*Pursuant to Decision No. .... dated ..... of the People’s Committee of Da Nang City on deciding controlled trial implementation .....*;

*Considering the application dossier for license ..... of .....*;

*Considering the proposal of .....*;

**HEREBY PERMITS**

(Name of the organization granted the controlled trial license)

**Address:**

**Telephone:**

**To conduct a controlled trial of:**

**Trial location:**

**Trial duration:**

During the implementation of the controlled trial, the licensed organization is responsible for complying with the provisions in Article ..... of Resolution No. .... /2024/NQ-HDND dated ....., 2024 and other applicable laws and regulations.

This License is valid from ..... to ..../.

Recipients:

- Department of Science and Technology  
(for information);
- Filed: .....

**HEAD OF THE LICENSING  
AUTHORITY**

*(Signature, full name, seal)*

**APPENDIX V**

**TEMPLATE FOR REQUESTING EXTENSION OF TESTING PERIOD**

*(Issued together with the Detailed Regulations on criteria, conditions for selection, and procedures for registration, appraisal, and licensing of controlled pilot testing of new technological solutions within Da Nang City, promulgated under Resolution No. 55/2024/NQ-HDND dated December 13, 2024 of the People’s Council of Da Nang City)*

**SOCIALIST REPUBLIC OF VIETNAM**  
**Independence - Freedom - Happiness**

....., day .... month ..... year .....

**APPLICATION FOR EXTENSION OF TESTING PERIOD**

To: .....

**I. GENERAL INFORMATION**

**1. General information about the organization:**

Name:

Address:

Telephone: Email:

Legal representative: Position:

Contact person information (*name, position, address, telephone number, email*)

**2. General information about the new technology/product/service/business model under trial**

a) Name of the new technology/product/service/business model that has been granted a trial license

b) Information on the decision permitting the trial and the trial license (*number, issuing authority, date of issuance, permitted trial period*)

**3. Proposal for extension**

a) Difficulties and limitations encountered during the trial process

b) Reasons for proposing an extension

c) Proposed extension period (months)

d) Trial plan during the extended period

*(Specifically describe the implementation sequence; procurement of equipment and materials (if any); the trials expected to be conducted, implementation schedule; requirements for expected results and evaluation criteria for each trial phase, etc.)*

....., day ... month ... year ...

**ORGANIZATION**

*(Full name, signature, seal)*

## APPENDIX VI

### TEMPLATE FOR REPORT ON THE TRIAL IMPLEMENTATION

*(Issued together with the Detailed Regulations on criteria, conditions for selection, and procedures for registration, appraisal, and licensing of controlled pilot testing of new technological solutions within Da Nang City, promulgated under Resolution No. 55/2024/NQ-HDND dated December 13, 2024 of the People's Council of Da Nang City)*

#### **SOCIALIST REPUBLIC OF VIETNAM** **Independence - Freedom - Happiness**

....., day .... month ..... year .....

### REPORT ON THE TRIAL IMPLEMENTATION STATUS

To: .....

#### **I. GENERAL INFORMATION**

1. General information about the organization

Name:

Address:

Telephone:

Email:

Legal representative:

Position:

Contact person information (*name, position, address, telephone number, email*):

**2. General information about the new technology/product/service/business model under trial**

a) Name of the new technology/product/service/business model approved for trial implementation

b) Information on the decision permitting the trial implementation and the trial license (*number, issuing authority, date of issuance, permitted trial period*)

c) Trial location

d) Objectives of the trial implementation

đ) Expected results and products upon completion of the trial implementation

#### **II. TRIAL IMPLEMENTATION STATUS AND RESULTS ACHIEVED**

1. Work contents that have been and are being implemented

a) Tasks completed

b) Tasks currently being implemented

c) Tasks expected to be implemented (*in case the trial has not yet been completed*)

2. Results achieved

a) Description of results and products achieved (results achieved, evaluation criteria)

b) Assessment of the level of achievement compared to the set objectives

3. Implementation funding
4. Report on compliance with the trial regulations during the trial implementation
5. Report on compliance with obligations and responsibilities during the trial implementation
6. Report on the application of risk control measures during the trial implementation
  - a) Incidents arising that caused disruption to the trial activities; risks arising during the trial implementation
  - b) Results of the application of risk control measures during the trial implementation
7. Production and business plan for the product/solution (*in case the trial has been completed*)
8. Difficulties, limitations, and challenges during the trial implementation
9. Lessons learned

### **III. PROPOSALS AND RECOMMENDATIONS**

....., *day ... month ... year ...*

**ORGANIZATION**

*(Full name, signature, seal)*