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**CIRCULAR**

REGULATIONS ON TRAINING, TESTING AND ISSUANCE OF DRIVING LICENSES; ISSUANCE AND USE OF INTERNATIONAL DRIVING PERMITS; TRAINING, EXAMINATION AND ISSUANCE OF CERTIFICATES OF FOSTERING LEGAL KNOWLEDGE ON ROAD TRAFFIC

*Pursuant to the Law on Road Traffic Order and Safety dated June 27, 2024;*

*Pursuant to the Government's Decree No. 56/2022/ND-CP dated August 24, 2022 defining the functions, tasks, powers and organizational structure of the Ministry of Transport;*

*At the request of the Director of the Department of Transport and the Director of the Road Administration of Vietnam,*

*The Minister of Transport promulgates the Circular on training, testing and issuance of driving licenses; issuance and use of international driving permits; training, examination and issuance of certificates of fostering legal knowledge on road traffic.*

**Part I**

**GENERAL PROVISIONS**

**Article 1. Scope of adjustment**

This Circular provides for forms of driving licenses, training, testing, issuance, renewal, re-issuance, revocation of driving licenses, use of driving licenses and standards of driving training grounds for motorcycle driving tests; form of international driver's license, issuance and use of international driver's license; standards for training, examination, issuance and re-issuance of certificates of fostering legal knowledge on road traffic and standards of special-use vehicle driver training institutions for fostering, examining and granting certificates of fostering legal knowledge on road traffic.

**Article 2. Subjects of application**

1. This Circular applies to organizations and individuals involved in training, testing, granting, renewing, re-granting, revoking driving licenses, using driving licenses and standards of driving training grounds for motorcycle driving tests; issuance and use of international driving permits; training, examination, issuance and re-issuance of certificates of fostering legal knowledge on road traffic and standards of special-use vehicle driver training establishments for fostering, examining and granting certificates of fostering legal knowledge on road traffic.

2. This Circular does not apply to the use of driving licenses, driver training institutions, driving training organizations and driving tests; the issuance, renewal, re-issuance and revocation of driving licenses; grant and re-grant certificates of fostering legal knowledge on road traffic to military and police forces performing defense and security tasks.

**Article 3. Interpretation of terms**

In this Circular, the following terms are construed as follows:

1.  *Safe driving time* means the time when the driving license holder is valid and does not allow road traffic accidents to occur, causing serious or particularly serious consequences.

2.  *Driver's license blank number* means the code written by the manufacturer of the workpiece on the back of the driver's license, including 02 letters and the following numbers.

3. *DAT data* means a collection of information on the identification and process of learning to practice driving on the road of trainees, transmitted from the DAT device installed on the driving training car to practice driving on the road to the server of the driving training institution.

4. *DAT management data* means a collection of information on the identification and process of learning to practice driving on the road of trainees, transmitted from the server of the driver training institution to the server of the Vietnam Road Administration.

5.  *Night driving lesson* time is the time calculated from 18:00 the previous day to 05:00 a.m. the next day.

6. *An International Driving Permit* has an English name called International Driving Permit, hereinafter referred to as IDP.

7. *National driving license* means a driving license issued by a competent agency of a country and valid in the territory of that country.

8. *An electronic application for an international driver's license* is a collection of electronic documents related to the issuance of an IDP.

9.  *Information system on training, testing and issuance of driving licenses, certificates of fostering legal knowledge on road traffic* means a collection of hardware, transmission lines and software in service of the management of information on training, testing and issuance of driving licenses, certificate of fostering legal knowledge on road traffic; including: Driver training information system, driving test information system, driving license information system and information system for granting certificates of fostering legal knowledge on road traffic.

10.  *Driver training information system* includes driver training information system at driver training establishments and driver training information system at provincial-level Transport Departments.

11.  *The driving test information system* includes the driving test information system at the driving test center and the driving test information system at the Department of Transport.

12.  *The driving license information system* includes the driving license information system at the Vietnam Road Administration and the driving license information system at the Department of Transport.

13. The *information system for granting certificates of fostering legal knowledge on road traffic* includes the information system for granting certificates of fostering legal knowledge on road traffic at the Road Administration of Vietnam, the information system for granting certificates of fostering legal knowledge on road traffic at the Department of Transport and the information system for granting only fostering legal knowledge on road traffic at training institutions.

14. The *information system for drivers of motor vehicles and special-use vehicles* includes hardware, transmission lines and software for the management of information on driving licenses and certificates of fostering legal knowledge on road traffic.

**Article 4. Reporting Mode**

1. The Department of Transport shall send a report on the training, testing and issuance of driving licenses to the Road Administration of Vietnam, including:

a) Name of the report: report on training, testing and issuance of driving licenses;

b) Contents of the request for reporting:

Regarding driver training, including the number of: driver training institutions under management, driver training licenses, driving practice vehicle licenses, driving practice teacher certificates; evaluate the management of driver training.

Regarding the test and issuance of driving licenses, including the number of driving test centers under management, test licenses, issuance of approval for operation of driving training grounds for motorcycle driving tests, issued driving licenses of all grades; evaluate the management of driving tests;

c) Method of sending reports: directly or via postal services or electronic environment;

d) Time limit for sending reports: before June 20 of each year for periodic reports in the first 6 months of the year; before December 20 of each year for annual periodic reports;

dd) Frequency of reporting: periodic report in the first 6 months of the year and annual report;

e) Time for finalization of reporting data: for periodic reports in the first 6 months of the year, it is calculated from December 15 of the year preceding the reporting period to June 14 of the reporting period. For periodic reports, the annual summary is calculated from December 15 of the previous year to December 14 of the reporting year;

g) Form of report data: made according to Form No. 01, Appendix I issued together with this Circular.

2. Establishments fostering knowledge of road traffic law shall send reports on training and issuance of certificates of fostering legal knowledge on road traffic to provincial-level Transport Departments, including:

a) Name of report: report on training and issuance of certificates of fostering legal knowledge on road traffic;

b) Contents of the report requirements: report on the number of training classes, the number of trainees trained, the number of certificates examined, the number of certificates issued;

c) Method of sending reports: directly or via postal services or electronic environment;

d) Time limit for sending reports: before June 20 of each year for periodic reports in the first 6 months of the year; before December 20 of each year for the annual summary report;

dd) Frequency of reporting: periodic report in the first 6 months of the year and annual report;

e) Time for finalization of reporting data: for periodic reports in the first 6 months of the year, it is calculated from December 15 of the year preceding the reporting period to June 14 of the reporting period. For periodic reports, the annual summary is calculated from December 15 of the previous year to December 14 of the reporting year;

g) Report form: according to Form No. 02, Appendix I issued together with this Circular.

3. The Department of Transport shall send a report on the training and issuance of certificates of fostering legal knowledge on road traffic to the Road Administration of Vietnam, including:

a) Name of the report: report on the training and issuance of certificates of knowledge fostering knowledge of the law on road traffic;

b) Contents of the report: number of training institutions, training management, number of trainees, number of issued certificates;

c) Method of sending reports: directly or via postal services or electronic environment;

d) Time limit for sending reports: before June 25 of each year for periodic reports in the first 6 months of the year; before December 25 of each year for the annual summary report;

dd) Frequency of reporting: periodic reports in the first 6 months of the year and annual reports;

e) Time for finalization of reporting data: for periodic reports in the first 6 months of the year, it is calculated from December 15 of the year preceding the reporting period to June 14 of the reporting period. For periodic reports, the annual summary is calculated from December 15 of the previous year to December 14 of the reporting year;

g) Report form: according to Form No. 03, Appendix I issued together with this Circular.

**Part II**

**TRAINING, TESTING AND ISSUANCE OF ROAD MOTOR VEHICLE DRIVING LICENSES**

**Chapter I**

**DRIVER TRAINING**

**Article 5. Form of training**

1. Persons wishing to issue motorcycle driving licenses of classes A1, A and B1:

a) For theoretical learning contents, they must complete the training program as prescribed in this Circular and may choose one of the following forms of learning: self-study of theoretical subjects in accordance with the law on driving training and testing activities or concentrated study at driver training institutions;

b) For driving practice contents: in the form of concentration at driver training institutions.

2. Persons wishing to be granted driving licenses of classes B, C1, C, D1, D2, D, BE, C1E, CE, D1E, D2E and DE shall be trained:

a) For theoretical learning contents, they must have completed the training program as prescribed in this Circular and may choose one of the following forms of learning: concentrated at driving training institutions or distance training, guided self-study in accordance with the law on driving training and testing activities;

b) For driving practice learning contents: in the form of concentration at driver training institutions.

**Article 6. Motorcycle driver training for classes A1, A, B1**

2. Organize training courses

a) Driver training establishments shall base themselves on the following contents: the volume of the program and the allocation of training time specified in Clause 1 of this Article and Appendix II issued together with this Circular; the time for reviewing and examining all subjects to build up the total duration of the training course in the driver training program is not more than 10 days (excluding holidays and Tet);

b) The number of learners learning to practice driving prescribed for a B1 class driving training vehicle is not more than 05 learners; In which, the driving practice distance is calculated for each student and the driving practice time on the driving practice field is calculated for the group of students on the driving practice car.

3. Test registration report

Driver training institutions shall receive dossiers of driving learners to ensure their eligibility and composition of dossiers as prescribed in Articles 14 and 15 of this Circular; make a test registration report (report 1) and send it to the Department of Transport in one of the forms: directly, by postal service, in the electronic environment and at the same time transmit data through the driving license information system:

a) Motorcycle driver training of classes A1 and A: the driver training institution shall make a test registration report according to the form specified in Appendix III issued together with this Circular and send it to the Department of Transport; the report must bear the seal of the driver training institution;

b) Report 1 of grades A1 and A at least 04 working days before the exam and class B1 immediately after the start of classes; The head of the unit assigned by the Department of Transport to manage the test, issue the driving license for inspection and sign each page (including all pages of report 1);

c) Class B1 driver training: The driver training institution shall make a driving test registration report, a list of trainees (report 1), and a training plan as prescribed in Form No. 01, Form No. 02 and Form No. 04 in Appendix IV issued together with this Circular and send it to the Department of Transport; the report must bear the seal of the driver training institution;

d) A report on registration for class A1 test for ethnic minorities who cannot read and write Vietnamese shall be sent to the Department of Transport at least 30 days before the test period.

4. Checking the completion of the training course

a) Class B1 must be examined for theoretical and practical subjects at the driving training institution in order to be considered for completion of the training course, including: theoretical subjects according to the set of theoretical test questions (the content of the set of questions includes the following subjects: law on road traffic; common construction and repair; driving techniques); driving practice subject with a chi-shaped forward and backward test;

b) The student's learning outcome assessment score is on a scale of 10 (from 1 to 10), taking into account 1 decimal number. The test score for each subject is 5.0 points or more;

c) Considering the completion of the training course: the driving learner has 100% of the tests at the end of the subject in the training program with a test score of 5.0 points or more in each subject.

**Article 7. Driver training for classes B and C1**

2. Organize training courses

a) Driver training establishments shall base themselves on the following contents: the volume of the program and the allocation of training time specified in Clause 1 of this Article and Appendix II issued together with this Circular; the time for review, checking all subjects and holidays and Tet holidays to build the total duration of the training course in the driver training program is not more than 90 days;

b) The number of learners learning to practice driving is prescribed for a driving practice car: class B shall not exceed 05 students, class C1 shall not exceed 08 students; In which, the driving practice distance is calculated for each student and the driving practice time on the driving practice field is calculated for the group of students on the driving practice car.

3. Test registration report

Driver training institutions shall receive dossiers of driving learners to ensure their eligibility and composition of dossiers as prescribed in Articles 14 and 15 of this Circular; make a test registration report (report 1) and send it to the Department of Transport in one of the forms: directly, by postal service, in the electronic environment and at the same time transmit data through the driving license information system:

a) Driver training of grades B and C1: The driver training institution shall make a report on registration for the driving test, the list of trainees (report 1), and the training plan as prescribed in Form No. 01, Form No. 02, Form No. 04 in Appendix IV issued together with this Circular and send it to the Department of Transport; the report must bear the seal of the driver training institution;

b) Report 1 of grades B and C1 within 07 working days after the start of classes; The head of the unit assigned by the Department of Transport to manage the test, issue the driving license for inspection and sign each page (including all pages of report 1).

4. Check the completion of the training course

Examination of theoretical subjects and practical learning at driving training institutions, in order to be considered for completion of the training course, including:

a) Examination at the end of the theoretical subject according to the set of theoretical test questions, the content of the set of questions includes the following subjects: law on road traffic; conventional construction and repair; traffic ethics, culture, prevention and control of harms of alcohol when participating in traffic, fire prevention and fighting and rescue skills; driving techniques; simulate traffic situations;

b) Examination at the end of the driving practice subject with continuous tests, chi-shaped forward and backward tests and driving on the road;

c) The content and form of examination at the end of the subject shall be decided by the head of the driving training institution. Driving learners are tested for the end of the subject when attending at least 70% of the time studying theoretical subjects; learn enough time and at least 50% of the kilometers to learn to practice driving on the driving range; learn the full number of kilometers and at least 50% of the time to learn to practice driving on the road;

d) The score for assessing the learning results of theoretical content of students on a scale of 10 (from 1 to 10), taking into account decimal 1 number; for the content of the examination of driving practice subjects with consecutive tests assessed according to Appendix XV issued together with this Circular;

dd) Considering the completion of the training course: the driving learner has 100% of the tests at the end of the subjects in the training program with a test score of 5.0 points or more in each subject.

5. Past 01 (one) year from the date on which the driver training institution organizes the consideration for completion of the first training course, if the trainee is not eligible to be considered for completion of the training course, the trainee must be re-trained according to the new training course.

**Article 8. Driver's license upgrade training**

2. Organize training courses

a) Driver training establishments shall base themselves on the following contents, including: the volume of the program and the allocation of training time specified in Clause 1 of this Article, Appendix II promulgated together with this Circular, the time for review, examination of all subjects, and holidays and Tet holidays to formulate the total duration of the training course in the driver training program for whether or not to upgrade more than 60 days;

b) The number of trainees prescribed on 01 driving training vehicle for upgrade lessons: B to BE is not more than 5 trainees; B to C1, B to C, C1 to C, C1 to C1E, C to CE not more than 08 students; B to D1, B to D2, C1 to D1, C1 to D2, C to D1, C to D2, C to D2, C to D1, D1 to D2, D1 to D, D1 to D1E, D2 to D2E, D to DE no more than 10 students. In particular, the driving practice distance is calculated for each student and the driving practice time on the driving practice field is calculated for the group of students on the driving practice car.

3. Test registration report

Driver training institutions shall receive dossiers of driving learners to ensure their eligibility and composition of dossiers as prescribed in Articles 14 and 15 of this Circular; make a test registration report (report 1) and send it to the Department of Transport in one of the forms: directly, by postal service, in the electronic environment and at the same time transmit data through the driving license information system:

a) Driver training of BE, C1E, C, CE, D1, D1E, D2, D2E, D, DE: the driver training institution shall make a driving test registration report, a list of learners (report 1), a list of requests for verification of the issued driver's license in case of upgrading the driver's license, the training plan as prescribed in Form No. 01, Form No. 02, Form No. 03 and Form No. 04 in Appendix IV issued together with this Circular and sent to the Department of Transport; the report must bear the seal of the driver training institution;

b) Report 1 of grades BE, C1E, C, CE, D1, D1E, D2, D2E, D, DE no later than 07 working days after the start of classes; The head of the unit assigned by the Department of Transport to manage the test, issue the driving license for inspection and sign each page (including all pages of report 1).

4. Checking the completion of the training course

Examining theoretical and practical subjects at driver training institutions to be considered for completion of the training course, including:

a) Examination at the end of the theoretical subject according to the set of theoretical test questions, the content of the set of questions includes the following subjects: law on road traffic; traffic ethics, culture, prevention and control of harms of alcohol when participating in traffic, fire prevention and fighting and rescue skills; simulate traffic situations; new knowledge about upgraded vehicles;

b) Examination at the end of the driving practice subject with continuous tests, chi-shaped forward and backward tests and driving on the road;

c) The content and form of examination at the end of the subject shall be decided by the head of the driving training institution. Driving learners are tested at the end of the subject when attending at least 70% of the time studying theoretical subjects; learn enough time and at least 50% of the kilometers to learn to practice driving on the driving range; learn the full number of kilometers and at least 50% of the time to learn to practice driving on the road;

d) The score for assessing the learning results of theoretical content of students on a scale of 10 (from 1 to 10), taking into account decimal 1 number; for the content of examination of driving practice subjects with consecutive tests assessed according to Appendix XV, Appendix XVI and Appendix XVII issued together with this Circular;

dd) Considering the completion of the training course: the driving learner has 100% of the tests at the end of the subjects in the training program with a test score of 5.0 points or more in each subject.

5. Past 01 (one) year from the date on which the training institution organizes the consideration for completion of the first training course, if the trainee is not eligible to be considered for completion of the training course, the trainee must be re-trained according to the new training course.

**Article 9. Standards of motorcycle driving training institutions**

1. Professional classroom system:

a) Theoretical classrooms: There must be equipment to support the teaching of the following contents: road traffic law, in case the information technology devices have not yet described the road signaling system, there must be a painting system;

b) Driving technical classrooms: have information technology equipment as tools to support the teaching of structures; there is a model of cutting the engine, transmission system and electrical system; in case the information technology equipment has not yet been described, there must be a painting system; having information technology equipment as a tool to support the teaching of driving techniques; in case the information technology equipment has not yet been described, there must be a painting system;

c) Grade B1 maintenance and repair practice classrooms: have ventilation and lighting systems to meet the requirements of occupational safety and hygiene; the floor does not cause dust; equipped with specialized tools for maintenance and repair; there are disassembly tables, tables, tables and chairs for teaching and practicing; equipped with specialized tools to guide students to practice disassembling tires, checking vehicle oil and coolant.

2. Driving practice vehicles: conformity with the vehicle classes specified at Points a, b, c, Clause 1, Article 57 of the Law on Road Traffic Order and Safety.

3. Motorcycle driving training grounds: technical parameters of driving practice shapes suitable to the size of the test shape according to the National Technical Regulation on road motor vehicle driving test centers for each corresponding vehicle class.

**Article 10. Documents for training and training management of driver training institutions**

1. The driver training curriculum is consistent with the driver training framework program specified in Appendix II issued together with this Circular; Driver training institutions shall compile, appraise and promulgate textbooks according to the process specified in Article 11 of this Circular.

2. Forms and books used for automobile driver training institutions include:

a) The test registration report;

b) Training plan;

c) The book of assignment of teachers and driving trainees to participate in teaching according to the form specified in Appendix V issued together with this Circular;

d) A form of automobile driver training progress made according to the form specified in Appendix VI issued together with this Circular;

dd) A book to monitor learning results according to the form specified in Appendix VII issued together with this Circular;

e) Teacher's handbook as prescribed in Appendix VIII issued together with this Circular;

g) The book to monitor the completion of the training course as prescribed in Appendix IX issued together with this Circular.

3. Motorcycle driver training institutions of grades A1, A and B1 shall use the documents specified at Points a and e, Clause 2 of this Article as training management documents.

4. Automobile driver training institutions shall use the documents specified in Clause 2 of this Article, data on time management of theoretical learning of road traffic law subjects (for intensive learning), data on learner management on management software (for distance learning, guided self-study), data on monitoring the time and distance of driving lessons on the road and driving practice learning data on the cabin of driving lessons of students as training management materials.

**Article 11. The process of compiling, appraising and promulgating textbooks and training programs**

1. Compile training textbooks and detailed programs.

2. Appraisal of training textbooks and detailed programs.

3. To promulgate detailed training textbooks and programs.

4. The process of compiling, appraising and promulgating training textbooks and detailed programs shall comply with the provisions in Appendix X issued together with this Circular.

**Article 12. Training for people with disabilities**

1. Training for testing and issuance of class A1 driving licenses for disabled persons driving three-wheeled motorcycles for disabled persons

a) The learner chooses the form of driver training as prescribed in Clause 1, Article 5 of this Circular;

b) Must fully study the contents and programs as prescribed in Article 6 of this Circular.

2. Training for testing and issuance of class B driving licenses with automatic numbers

a) Training for testing and issuance of automatic number-B driving licenses for persons with disabilities in the right foot or right hand or left hand:

Learners shall choose the form of driver training as prescribed in Clause 2, Article 5 of this Circular.

Driving learners must learn all the contents and programs as prescribed in Article 7 of this Circular; may replace the content of driving lessons in the cabin of car driving lessons with the content of learning in driving practice cars;

b) Training for testing and issuance of class B driving licenses with automatic numbers for persons with disabilities, except for persons with disabilities of the right foot or right hand or left hand:

Learners shall choose the form of driver training as prescribed in Clause 2, Article 5 of this Circular.

Driving learners must learn all the contents and programs as prescribed in Article 7 of this Circular.

**Article 13. A1 class motorcycle driver training for ethnic minorities who cannot read and write Vietnamese**

1. Form of training: Persons wishing to be granted a driver's license must register at a driver's training institution to be trained according to the driver's training program specified in Article 6 and Section A, Appendix II to this Circular. Classes for ethnic minorities who cannot read and write Vietnamese must be taught separately and have an interpreter for ethnic minority languages.

2. Training methods: by visual images, drawings of road sign systems, models, drawings and skills in handling road traffic situations; Q&A and practice making samples to implement the content of the driver training program.

**Article 14. Requirements for learners to drive**

1. Being a Vietnamese citizen or a foreigner who is allowed to reside or work or study in Vietnam.

2. Driving learners to upgrade their driving licenses must satisfy the provisions of Clause 4, Article 60 of the Law on Road Traffic Order and Safety; In particular, the safe driving time for each class of driving license is specified as follows:

a) Class B to C1, B to C, B to D1, B to BE, C1 to C, C1 to D1, C1 to D2, C1 to C1E, C to D1, C to D2, D1 to D2, D1 to D2, D1 to D1, D1 to D1E, D2 to D2E, D2 to D2E, D to DE: safe driving time is 02 years or more;

b) Class B to D2, C to CE, C to D: safe driving time of 03 years or more.

3. Persons who have a class B driver's license with an automatic number may register for a new class B driver's license with a mechanical number (manual number), a person who has a class-B driver's license may register for a new class C1 driver's license and must fully study the contents of the driver's training program as prescribed. dossiers of learner drivers shall comply with the provisions of Clause 1, Article 15 of this Circular; In case of passing the test result, the agency organizing the test shall request in writing the agency that has issued the vehicle license to cut the corner of the old driving license and request in writing the Vietnam Road Administration to delete the management number of the issued driving license.

**Article 15. Learner's Profile**

1. A first-time learner shall make 01 set of dossier, submit it directly to the training institution and take a photo directly and archive it in the driver's license database. The dossier includes:

a) An application for study and examination for issuance of a driving license, made according to the form specified in Appendix XI issued together with this Circular;

b) A certified copy or electronic copy of the original or an electronic copy issued from the master register of one of the following papers: temporary residence card, permanent residence card, diplomatic identity card, official identity card (for foreigners).

2. Learners who learn to drive for upgrade shall make 01 set of dossier, submit it directly at the training institution and take photos directly and archive it in the driver's license database. The dossier includes:

a) Papers specified in Clause 1 of this Article;

b) A copy of a lower secondary school diploma or equivalent degree or higher, in case of upgrading the driver's license to D1, D2 and D classes (to present a copy enclosed with the original for comparison or a certified copy or a certified electronic copy from the original or an electronic copy from the master book);

c) A declaration of safe driving time according to the form specified in Appendix XII issued together with this Circular.

3. Ethnic minorities who cannot read and write Vietnamese and learn to drive Class A1 motorcycles shall make 01 set of dossier and submit it directly at the training institution. The dossier includes: The driver's health examination certificate issued by a qualified medical examination and treatment establishment in accordance with the law on medical examination and treatment.

**Article 16. Archiving of driver training materials, management of learners of driver training institutions dissolved or revoked driver training licenses**

1. Driver training institutions shall archive relevant dossiers and documents of the training course

a) There is no time limit for the book of monitoring trainees who have completed the training course; operation plan of motorcycle driver training institutions of classes A1, A, B1;

b) 03 years for: Course completion inspection dossier, archived data on time management of road traffic law theory for learners learning to drive a car, data on the time of learning to practice driving on the cabin of a car driving lesson, data on monitoring the time and distance of learners' driving lessons on the road, data on management of theoretical learning time for distance training and self-study with instructions for electronic archiving, documents specified at Points a, b, c and e specified in Clause 2, Article 10 of this Circular.

2. Departments of Transport shall archive training documents, including:

a) The driving test registration report of the training institution;

b) List of requests for verification of the issued driver's license in case of upgrading the driver's license of the training institution;

c) The training plan of the training institution;

d) The record of inspection of the training institution of the Department of Transport;

dd) The archiving period of documents specified at Points a, b, c and d of this Clause is 03 years.

3. Management of trainees of driver-training establishments dissolved or having their driver's training licenses revoked

a) The dissolved driver training institution shall:

Within 10 days (except for the driver training institution dissolved before the effective date of this Circular) from the effective date of the training institution's decision on dissolution, the complete dossier shall be handed over to the driver training institution for approval to continue the training, including: the driving test registration report, the list of learners (report 1) and the dossier of the learner; report to the Department of Transport for monitoring and management.

Within 10 days (except for driver training institutions dissolved before the effective date of this Circular) from the effective date of the training institution's decision on dissolution, review and make a list of candidates who have been granted primary vocational certificates or training certificates or certify the completion of the training course and hand over the learners' dossiers currently managing for the Department of Transport to continue monitoring and management;

b) Driver training institutions, when having their driver training licenses revoked, shall:

Within 10 days (except for driver training establishments whose driver training licenses are revoked before the effective date of this Circular) from the effective date of the decision on revocation of driver training licenses, review, synthesize and make a list of trainees currently under management; develop a plan to settle the interests of trainees and report to the Department of Transport for monitoring and management.

Ensure the interests of learners to drive under training contracts. In case the trainees approve the plan to continue training, they shall negotiate with the driver training institutions in the area to hand over the training obligation. In case the trainees do not approve the plan to continue the training, they shall reach an agreement with the trainees and liquidate the contract.

Within 20 days (except for driver training institutions whose driver training licenses are revoked before the effective date of this Circular), the list of trainees currently under management shall be handed over together with the dossiers: the list of trainees (report 1), the driving test registration report and dossiers and data (if any) to the driver training institution to receive and hand over; at the same time, report to the Department of Transport for monitoring and management;

c) Driver training institutions that receive trainees of driver-training institutions that are dissolved or have their driver's training licenses revoked: receive the dossiers and documents specified at Points a and b of this Clause and continue to manage trainees in accordance with current regulations. The handover must be recorded, including the following contents: fully and clearly write the handover documents; commitments and responsibilities of each party (both the sender and the recipient have obligations and responsibilities related to the handed over dossiers, documents and assets).

**Chapter II**

**DRIVING TEST**

**Article 17. Form, content and process of driving test**

1. Theoretical test

a) Theoretical test: including questions related to the provisions of law on road traffic order and safety, driving techniques; contents related to ordinary construction and repair (for B1 driving licenses and for driving licenses of cars of B class or higher); driver ethics, traffic culture and prevention and control of harmful effects of alcohol and beer when participating in traffic, fire prevention and fighting and rescue skills (for driving licenses of cars of class B or higher).

Candidates taking the class A1 driving test with a valid car driving license issued by the Transport sector are exempt from the theoretical test;

b) The theoretical test is conducted on a computer.

2. Driving practice test in the picture

a) For grades A1 and A

The test is carried out using an automatic scoring device.

Test takers must drive a motorcycle through 04 tests: follow figure 8, cross a straight line, cross a road with a barrier line, cross a rough road;

b) For class B1

The test is carried out by the direct scoring method. The test taker must drive the vehicle forward through the limb shape and backward in the opposite direction;

c) For grades B, C1, C, D1, D2, D

The test is carried out by the method of using automatic scoring equipment; there are no examiners sitting on the test car.

Test takers must follow the correct order and drive the vehicle through the tests arranged at the driving test center, including: starting, stopping the vehicle to give way to pedestrians, stopping and departing the vehicle on slopes, through wheel tracks and perpendicular roundabouts, etc crossing intersections with traffic control signals, crossing winding roads, merging vehicles into parking places (classes B and C1 perform vertical car pairing; classes B, C, D1, D2 and D perform horizontal car carpooling), pause at places where railways run through, operate when encountering dangerous situations, changing the number on the equal, ending road;

d) For classes BE, D1E, D2E, DE

The test is carried out by the direct scoring method. The test taker drives the car through the test: proceed through the picture with 05 standard piles and return rounds;

dd) For grades C1E and CE

The test is carried out by the direct scoring method. The test taker drives the car through 02 tests: proceed through the picture with 05 standard piles and return rounds; vertically combine the car into the parking place.

3. Practice test for driving on the road

a) For grades B, C1, C, D1, D2, D

The test is carried out using an automatic scoring device, with a examiner sitting on the test car. The test taker drives the test car, handles situations on the road and implements the instructions of the examiner;

b) For classes BE, C1E, CE, D1E, D2E, DE

Performing the test by the direct scoring method, there is a test-taker sitting on the test car.

4. Automobile driving test using software to simulate traffic situations for classes B, C1, C, D1, D2, D, BE, C1E, CE, D1E, D2E, DE: test takers detect times at risk of traffic safety through observation of simulated situations appearing on computers.

5. Driving test process

a) Grades A1 and A shall comply with the provisions of Appendix X III issued together with this Circular;

b) Class B 1 complies with the provisions in Appendix X IV issued together with this Circular;

c) Classes B, C1, C, D1, D2 and D shall comply with the provisions of Appendix XV issued together with this Circular; BE, D1E, D2E and DE classes shall comply with the provisions in Appendix XVI issued together with this Circular; C1E and CE classes shall comply with the provisions of Appendix XVII promulgated together with this Circular.

**Article 18. Technical standards of driving training grounds used for driving tests**

1. For driving training grounds used for driving tests, they shall be equipped with computers for theoretical tests and automatic scoring equipment for driving tests shown in the

Driving training grounds used for motorcycle driving tests must meet technical requirements as prescribed in the National Technical Regulation on road motor driving test centers, including: pictures of test tests, test vehicles, theoretical test equipment, etc driving practice test equipment in the picture, test waiting room, theoretical test room, driving practice scoring equipment operation room in the picture.

2. For driving training grounds used for driving tests, theoretical tests shall be organized by the multiple-choice method on paper

The driving training ground used for the motorcycle driving test must meet the technical requirements as prescribed by the National Technical Regulation on road motor vehicle driving test centers, including: pictures of the tests, test vehicles, test waiting rooms, theoretical test rooms.

**Article 19. Examination Council**

1. The examination council shall be established by the Department of Transport.

a) The working council must have at least 2/3 of the members attending and decide by majority; in case the members of the council have equal opinions, the conclusion of the chairman of the council shall be complied with;

b) The examination council shall dissolve itself at the end of the examination period.

2. Composition of the Examination Council

a) The Chairperson of the Council is a civil servant and an examiner of the Department of Transport and has a car driving license;

b) Members include: leaders of driving test centers, leaders of driver training institutions, leaders of test teams and secretaries. The secretary is a person of the unit assigned by the Department of Transport to manage the test and issue driving licenses. In case the leader of the driving test center is also the leader of the driving training institution, he must appoint one more leader to participate in the test council.

3. Tasks of the Examination Council

a) Direct the examination and request the completion of conditions for organizing the examination;

b) Assign and arrange plans for conducting the test;

c) Disseminate and guide regulations and internal rules on testing, notification of test fees and charges, issuance of driving licenses and necessary regulations for examiners and test takers;

d) Organize the examination as prescribed;

dd) Make a record of violations to handle violations according to their competence or report and request competent agencies to handle violations as prescribed;

e) Request the candidate to pay compensation for damage if an accident occurs due to the fault of the candidate taking the test during the test;

g) Summarize the results of the examination period and sign and certify the minutes;

h) Send documents and documents of the test for archiving at driver training institutions, driving test centers and units assigned by the Department of Transport to manage the test and grant driving licenses;

i) Tasks and powers of members of the examination council as prescribed in Appendix XVIII issued together with this Circular.

**Article 20. Test Team**

1. The examination team established by the Department of Transport

a) The examination team shall be under the direct direction of the examination council. The test team for issuance of class A1 and A driving licenses is under the direct direction of the unit assigned by the Department of Transport to manage the test and issue driving licenses;

b) The test team shall dissolve itself at the end of the test period.

2. The test team consists of the team leader and examiners

The team leader is an examiner and a person of the unit assigned by the Department of Transport to manage the test and issue driving licenses; when performing tasks at the car driving test, they must have a car driving test officer's card.

3. Tasks of the Examination Team

a) Inspect the test vehicle, scoring equipment, test ground, and safety assurance plan during the test;

b) Request candidates to abide by the internal rules of the test; do not let people who are not on duty enter the theoretical test room, the test room simulating traffic situations and the test ground;

c) Make a record and handle cases of violation of internal rules within the scope of assigned tasks and powers or report to the Examination Council;

d) Test, summarize the results and evaluate the test period for reporting to the test council or the unit assigned by the Department of Transport to manage the test and issue driving licenses (for tests for the issuance of driving licenses of classes A1 and A);

dd) The examiner is directly responsible for the test results. The head of the test team is responsible for the overall results of the test.

**Article 21. Tester**

1. Requirements for examiners

a) Test-takers are persons of provincial-level Transport Departments (except for inspectors of provincial-level Transport Departments) and teachers of driver training institutions. Teachers of driver training institutions must have teaching seniority and pay compulsory social insurance premiums for a continuous period of at least 03 years, and are not allowed to take the test for trainees directly trained by the establishment;

b) Being trained in testing skills and being issued a examiner card by the Vietnam Road Administration according to the form specified in Appendix XIX issued together with this Circular, the examiner's card is valid for a maximum of 03 years and does not exceed the validity period of the driver's license corresponding to the examiner's test class.

2. Standards of the examiner

a) Having good moral character, not being disciplined;

b) Having a college diploma or higher;

c) Having a driving license corresponding to the class of the test vehicle.

3. Organize training

a) Every 03 years or at the request of the Departments of Transport and the Vietnam Road Administration, the Vietnam Road Administration shall organize training for the issuance of examiner cards;

b) The Vietnam Road Administration shall notify the plan for training examiners to the Department of Transport;

c) The Department of Transport shall review and make a list (enclosed with a 4 x 6 cm white portrait photo) of cadres, civil servants, public employees and teachers of driver training establishments who meet the qualifications specified at Point a, Clause 1 and Clause 2 of this Article to participate in training and send them to the Vietnam Road Administration in the electronic environment or postal services;

d) The Vietnam Road Administration shall receive and issue a decision to organize the training course and announce the list of trainees eligible to attend the training, organize the training and issue examiner cards to those who achieve the training results.

4. Training content

a) Theoretical and professional training

Public duty ethics and awareness and behavior of examiners when performing their duties; communication skills.

The system of legal documents, standards, regulations, processes and professional guidance related to the driving test, including the following contents: tasks and powers of the test council, test team and examiner; the process of theoretical, simulated, in-picture and on-the-road tests; responsibilities, tasks and powers of organizations and individuals involved in testing activities; providing public services in the field of testing; regulations on violations and handling of violations in the field of driving tests.

General knowledge of: structure, operating principle, technical maintenance of automatic grading equipment; methods of testing testing equipment include: test vehicles, service equipment, automatic scoring equipment; a plan to ensure safety during the organization of the test; guide the use of the software program system related to automatic scoring equipment, methods of grading test contents of vehicle classes in the form of multiple-choice and automatic tests for ethnic minorities who cannot read and write Vietnamese; method of driving insurance when taking a car driving test on public roads;

b) Practical training at the driving test center

Trainees are trained to practice professional testing skills at the driving test center, including the following contents: practicing checking service equipment and automatic scoring equipment; practicing the tasks of the examiner when taking the theoretical test, the test on the simulation software, the driving test in the picture and the driving test on the road; practicing driving skills and steering insurance when taking the driving test on the road; practicing hypothetical situations when technical problems occur during the test;

c) Training and inspection time

- The duration of theoretical and professional training is 16 hours

- The time of practical training for examiners at the driving test center is at least 20 hours

- Minimum test time of 12 hours

d) Training officers of the Vietnam Road Administration: officials and civil servants assigned by the Vietnam Road Administration to manage training, testing and issuance of driving licenses;

dd) Form of training organization: face-to-face;

e) Examination and issuance of exam card

Participants must ensure to participate in full study time to be eligible for the test. The test score at the end of the training program is scored on a scale of 10, the test score of 05 points or more is satisfactory for the paper test; multiple-choice test points on the computer according to the set of questions specified at Point b, Clause 2, Article 61 of this Circular and driving practice according to satisfactory results as prescribed in Appendix XIII, Appendix XIV, Appendix XV, Appendix XVI and Appendix XVII promulgated together with this Circular.

Test form: focused.

Issuance of examiner cards: training participants with satisfactory examination results will be issued examiner cards; In case the training participant has unsatisfactory test results, he or she must participate in the next training session to be examined and issued an examiner card.

**Article 22. Preparing for the test**

Units assigned by the Department of Transport to manage the test and issue driving licenses shall perform the following tasks:

1. For the motorcycle driving test of classes A1 and A

a) Examine the conditions and dossiers of test takers as prescribed in Articles 28 and 29 of this Circular;

b) The person assigned to examine and approve the dossier of candidates participating in the examination shall make a record of examination of the dossier as prescribed in Form No. 01, Appendix XX issued together with this Circular;

c) For training and testing courses for ethnic minorities who cannot read and write Vietnamese, the following shall be implemented:

The Department of Transport shall send a document as prescribed in Form No. 02, Appendix XX to this Circular to the commune-level People's Committee of the locality where ethnic minority people who cannot read and write Vietnamese reside for comments, and at the same time send a notice to the candidates; the time limit for collecting opinions shall not exceed 15 days from the date the Department of Transport issues a document.

Within the time limit for collecting opinions, the Department of Transport shall receive a document from the commune-level People's Committee and include in the list of candidates allowed to take the test for the right subjects; past the time limit for collecting opinions, if the Department of Transport has not received the document from the commune-level People's Committee, it will not be included in the list of candidates allowed to take the test.

In case after 15 days, the Department of Transport receives a document from the commune-level People's Committee, the Department of Transport shall include in the list of candidates allowed to take the test for candidates who are eligible for the next test;

d) Based on the list of valid dossiers of candidates taking the test, enclosed with the record of examination of dossiers and conditions for taking the exam of candidates taking the driving test as prescribed in Form No. 01, the written reply of the People's Committee on the cultural level of ethnic minorities who cannot read, writing in Vietnamese and the results of reviewing the driving licenses of the examiners to ensure that they are still valid and valid, the Department of Transport shall issue a decision to organize the test according to the provisions of Form No. 05 and the list of candidates taking the test for issuance of driving licenses according to the provisions of Form No. 06 in Appendix XX issued together with the Circular this;

dd) For invalid dossiers, the Department of Transport shall send a written notice enclosed with a detailed list to the driver training institution for notification to the individual.

2. For driving tests of classes B1, B, C1, C, D1, D2, D, BE, C1E, CE, D1E, D2E, DE

a) Receive the report on the request for the organization of the driving test together with the list of candidates taking the test (report 2) of the driver training institution as prescribed in Form No. 08, Form No. 09 in Appendix XX issued together with this Circular; report 2 sent via postal service and transmit data to the driver training information system at the Department of Transport 07 working days before the test;

b) Check the conditions and dossiers of test takers for issuance of driving licenses of classes B1, B, C1, C, D1, D2, D, BE, C1E, CE, D1E, D2E, DE as prescribed in Articles 28 and 29 of this Circular and the test takers must be on the list of trainees (report 1);

c) Verification of the issued driver's license (in case of upgrading the driver's license);

d) The person assigned to examine and approve the candidate's dossier shall make a record of examination of the dossier as prescribed in Form No. 01, Appendix XX issued together with this Circular;

dd) Based on the list of valid dossiers of candidates taking the test enclosed with the record of examination of dossiers and conditions for taking the exam of candidates taking the driving test as prescribed in Form No. 01, Appendix XX issued together with this Circular and the results of reviewing the driving licenses of the examiners to ensure that there are still points, is still valid, the Department of Transport shall approve and issue a decision on organization of the test period according to the provisions of Form No. 05 and the list of candidates taking the test for issuance of driving licenses according to the provisions of Form No. 06 in Appendix XX issued together with this Circular and the list of candidates taking the test for re-issuance of driving licenses of all grades according to the prescribed in Form No. 07, Appendix XX issued together with this Circular;

e) For invalid dossiers, the Department of Transport shall send a written notice enclosed with a detailed list to the driver training institution for notification to the individual.

**Article 23. Order of organization of the test**

1. Meeting of the Examination Council and opening of the examination period

a) Before organizing the examination, the Chairperson of the Examination Council shall organize a meeting of the Council, the Examination Team, the Supervision Team (if any), and assign tasks of each member in the examination period;

b) Organize the opening of the exam to announce the decision on organization of the exam and disseminate relevant contents of the exam to test takers.

2. The test shall be conducted according to the contents and procedures specified in Article 17 and Appendices XIII, Appendix XIV, Appendix XV, Appendix XVI, and Appendix XVII issued together with this Circular.

3. End of the test

a) For driving tests of classes B1, B, C1, C, D1, D2, D, BE, C1E, CE, D1E, D2E, DE: The Chairman of the Testing Council shall organize a meeting of the Council, the Testing Team, the Supervision Team (if any), the Head of the Testing Team shall report on the test results and agree to sign a record of summarizing the test results. The Chairman of the Examination Council shall sign and affix a seal to the record of summarizing the driving test results of the successful candidates as prescribed in Form No. 01, Appendix XXI issued together with this Circular;

b) For the motorcycle driving test of classes A1 and A: The head of the test team shall organize a meeting of members of the test team, the head of the driver training institution and the supervision team (if any) to approve the test results and agree to sign a record of summarizing the test results. The head of the unit assigned by the Department of Transport to manage the test and issue the driving license shall sign and affix the seal of certification to the record of summarizing the driving test results of the successful candidates according to the provisions of Form No. 02, Appendix XXI issued together with this Circular.

The record of summarizing the driving test results is the original dossier, assigned to the successful candidate of the test for self-preservation.

**Article 24. Exam Supervision**

1. Based on the actual situation, the Department of Transport shall set up a supervision team to organize the irregular supervision of the examination.

2. Examination supervisors are civil servants of the Inspectorate of the Department of Transport. The number of supervisors for the motorcycle driving test is at least 02 people, the car driving test is at least 03 people, of which an inspector is appointed as the team leader.

3. When supervising examinations, inspectors must wear uniforms as prescribed.

4. Tasks of the supervision team when supervising the driving test

a) Supervise the proper implementation of the examination contents and procedures of the Examination Council and the Examination Team; ensure publicity, objectivity and transparency in the testing process;

b) Supervise the examination of candidates' identification before entering the theoretical test room, practical driving test in pictures and on the road; persons who do not have tasks are not allowed to enter the theoretical test room;

c) Supervise the organization of the driving practice test on the road at the right section of the test road announced by the Department of Transport; monitor and collect information related to the test;

d) Supervisors work independently, do not enter the theoretical test room, do not board the test vehicle, do not replace the tasks of the examiner.

5. Tasks of the supervision team when supervising the driving test at the driving training ground used for the driving test are specified in Clause 2, Article 18 of this Circular

In addition to the tasks specified at Points a, b and d, Clause 4 of this Article, it is also necessary to supervise the preparation of theoretical test questions in accordance with regulations and without being marked.

6. Powers of the Supervision Team

a) When detecting violations, they must make a record and request the Examination Council or the Examination Team to handle them in a timely manner and in accordance with regulations;

b) Report to the Director of the Department of Transport for consideration and handling.

7. At the end of the examination, the head of the supervision team shall report in writing on the supervision results to the Director of the Department of Transport.

**Article 25. Recognition of test results**

1. Consideration for recognition of test results for candidates taking the driving test of classes A1, A and B1:

a) Candidates who pass the theoretical and practical driving test in the picture will be recognized as matriculated;

b) Candidates who are not recognized as matriculated may register for re-examination from the next examination period, with the same examination agency;

c) Candidates who fail the theoretical test are not allowed to take the driving practice test in the picture;

d) Candidates who pass the theoretical test but fail the driving practice test in the picture are entitled to reserve the theoretical test results for a period of 01 year from the date of obtaining the test results; if they wish to take the test, their names must be included in the record of certification of absence or failure of the test council or the test team of the previous period and the driver's health examination certificate issued by a qualified medical examination and treatment establishment in accordance with the law on medical examination and treatment. effective acute medical treatment;

dd) Candidates who bring phones or communication devices in the theoretical test room or commit other fraudulent acts that falsify the test results will be suspended from taking the test or the test results will be canceled.

2. Consideration for recognition of test results for candidates participating in the driving test of classes B, C1, C, D1, D2, D, BE, C1E, CE, D1E, D2E, DE:

a) Candidates who pass the theoretical test, traffic situation simulation test, driving practice test in pictures and road test will be recognized as passing;

b) Candidates who are not recognized as matriculated may register for re-examination from the next examination period, with the same examination agency;

c) Candidates who fail the theoretical test may continue the test to simulate traffic situations; failing to pass the content of the theoretical test and simulating traffic situations, they are not allowed to take the driving practice test in the picture; failing to pass the driving practice test in the picture, the driving practice test content on the road is not allowed;

d) Candidates who pass the theoretical test, simulate traffic situations, and practice driving in the picture are entitled to reserve the results of the test content for a period of 01 year from the date on which the test content is passed at the latest test; if they want to take the test, they must have a valid medical examination certificate issued by a qualified medical examination and treatment establishment in accordance with the law on medical examination and treatment and must be named in the record of confirmation of absence or failure of the Examination Council or the previous examination team;

dd) Candidates who bring phones or communication devices in the theoretical test room, the test room simulating traffic situations, on the test vehicle or commit other fraudulent acts that falsify the test results will be suspended from taking the test or the test results will be canceled.

3. Within 03 working days from the end of the test, the Department of Transport shall review, summarize the results and issue a decision on recognition of admission to the test together with the list of successful candidates who are granted a driving license according to the form specified in Appendix XXII issued together with this Circular.

**Article 26. Driving test for people with disabilities**

1. Test for issuance of class A1 driving license to operate a three-wheeled motorcycle

a) Candidates shall take the theoretical test and the driving test in the picture according to the contents and procedures specified in Clause 1 and Clause 2, Article 17 and Appendix XIII issued together with this Circular; the test at the driving test center or driving training ground used for the motorcycle driving test is eligible, there are two direct scoring examiners;

b) The form of the test shall comply with the provisions of the National Technical Regulation on road motor vehicle driving test centers.

2. Examination for issuance of a class B driving license with automatic number

a) Examination for issuance of automatic number-B driving licenses for persons with disabilities: Right foot or right hand or left hand

Candidates must have sufficient dossiers, implement all the contents and procedures specified in Article 17 of this Circular; At the driving test center, there are two examiners sitting in the car to directly score the driving test content in the picture and on the road;

b) Test for issuance of automatic number B class driving licenses to persons with disabilities, except for persons with disabilities in the right foot or right hand or left hand

Candidates must have sufficient dossiers, implement all the contents and procedures specified in Article 17 of this Circular; test at the driving test center.

**Article 27. Test to issue A1 class motorcycle driving licenses for ethnic minorities who cannot read and write Vietnamese**

1. Contents and procedures of the driving test: comply with the contents and procedures of the A1 class driving test specified in Clauses 1 and 2, Article 17 of this Circular.

2 . The organization of the test is carried out as follows: separate test is organized. Theoretical test in the form of question and answer; using the multiple-choice method on paper; the exam time is 30 minutes. 02 (two) examiners performing the task, taking the test in turn for each candidate; each candidate randomly selects 01 test question in the question set; 01 examiner reads the question and observes the candidate, 01 examiner marks the multiplier (x) in the corresponding box that the candidate chooses on the theoretical test; The examiner scores, signs and certifies the theoretical test, the summary of the driving test results and notifies the test results to the candidates. Performing the test content through an interpreter, the interpreter must correctly and fully translate the examiner's questions and candidates' answers; driver training institutions shall be responsible for hiring interpreters.

3. Candidates sign or point at the signing position in the summary of driving test results, theoretical tests, and driving practice test minutes in the picture.

**Article 28. Candidates for the driving test**

1. Being of full age (as of the date of taking the driving test) and in good health as prescribed in Clauses 1 and 2, Article 59 of the Law on Road Traffic Order and Safety.

2. To fully study the training contents and programs as prescribed; be considered by the driver training agency to complete the driver training course according to the form specified in Appendix XXIII issued together with this Circular for classes B1, B, C1, C, D1, D2, D, BE, C1E, CE, D1E, D2E, DE.

3. Candidates must be on the list of students in report 1 for first-time test takers.

**Article 29. Application for driving test**

1. The driver training institution shall make 01 set of dossier and send it directly to the Department of Transport. The dossier includes:

a) The dossier specified in Clause 1, Article 15 of this Circular;

b) Elementary certificate or training certificate or  **certification of completion of the training course for candidates taking the driving test of classes B1, B and C1;**

c) The list of test requests of the driver training institution with the names of the test participants;

d) The driver's health examination certificate issued by a qualified medical examination and treatment establishment in accordance with the law on medical examination and treatment is still valid.

2. For candidates who take the driving license upgrade to C1, C, D1, D2, D, BE, C1E, CE, D1E, D2E, DE

The driver training institution shall make 01 set of dossier and send it directly to the Department of Transport. The dossier includes:

a) The dossier specified in Clause 2, Article 15 of this Circular;

b) Training certificate or certification of completion of the training course;

c) The list of test requests of the driver training institution with the name of the person taking the upgrade test;

d) The driver's health examination certificate issued by a qualified medical examination and treatment establishment in accordance with the law on medical examination and treatment is still valid.

3. For candidates taking the test because the driver's license is overdue

The driver makes 01 set of dossier and sends it directly to the Department of Transport. The dossier includes:

a) Papers specified at Point b, Clause 1, Article 15 of this Circular;

b) An application made according to the form specified in Appendix XXVI to this Circular;

c) The driver's health examination certificate issued by a qualified medical examination and treatment establishment in accordance with the law on medical examination and treatment is still valid.

**Article 30. Archiving of test result records**

1. After each examination period, the Department of Transport shall be responsible for archiving the dossier of the examination, including:

a) List of trainees (report 1);

b) List of candidates taking the test (report 2);

c) Record of examination of candidates' dossiers;

d) Decision on organization of the driving test;

dd) The record of task assignment of the driving test council;

e) The record of assignment of tasks of the examiner;

g) A record of summarizing the results of the examination;

h) List of candidates passing, absent or failing the test contents;

i) Decision on recognition of admission to the examination;

k) List of successful candidates who are granted driving licenses;

2. Driver training institutions shall archive dossiers of the test, including:

a) Documents specified at Points a, b, c, d, g, h, i, k, Clause 1 of this Article;

b) Store and preserve the theoretical test and driving test on the traffic situation simulation software, the driving practice test record in the picture of each test with the full handwriting of the candidate and the examiner;

c) Archive and preserve the record of the driving practice test on the road of each test, including: the candidate's signature on the result sheet of the driving practice test on the road printed from the automatic scoring device on the car of the driving practice test on the road or the record of the driving practice test on the road signed by the test member;

d) In case the driving training institution has a driving training ground used to conduct the motorcycle driving test, it must store the test supervision data; data on driving theory and practice test results in the figure with a period of 03 years.

3. The driving test center shall store the dossier of the test, including:

a) Documents specified at Points d, g and h, Clause 1 of this Article;

b) Test supervision data; data on theoretical test results, driving practice in pictures, software to simulate traffic situations and tests on the road;

c) List and results of driving test on the software to simulate traffic situations.

4. Candidates shall keep the record of summarizing test results.

5. Record retention time

a) Without a time limit for the documents specified at Points i and k, Clause 1 of this Article;

b) 05 years, for documents specified at Points a, b, c, d, dd, e, g, h, Clause 1 of this Article;

c) 02 years for the documents specified at Point b, Clause 3 of this Article.

**Chapter III**

**ISSUANCE AND REVOCATION OF DRIVING LICENSES**

**Article 31. Driver's License Form**

1. The Department of Transport shall issue a driving license according to the provisions of Form No. 01, Appendix XXIV issued together with this Circular from the effective date of this Circular to the end of December 31, 2025; the issuance of driving licenses according to the provisions of Form No. 02, Appendix XXIV issued together with the Circular shall be carried out from January 1, 2026.

2. The inscription of restricted conditions of a driver's license applicable to both Form No. 01 and Form No. 02 shall comply with the provisions of Section 2 of Form No. 03 in Appendix XXIV issued together with this Circular.

3. The list of categories of driving licenses and codes of restricted conditions shall be made according to the provisions of Sections 1 and 3 of Form No. 03 in Appendix XXIV to this Circular.

**Article 32. Use and management of driving licenses**

1. Driving license made of PET material. to grant each unique guarantor 01 management number, shared for both indefinite driving licenses and fixed-term driving licenses.

2. Individuals wishing to integrate indefinite driving licenses with fixed-term driving licenses shall register in the application for renewal (re-issuance) of driving licenses specified in Appendix XXVI issued together with this Circular, and carry out procedures for renewal of driving licenses according to the provisions of Article 36 of this Circular.

3. Holders of driving licenses may only drive vehicles of the type stated in their driving licenses.

4. When renewing or granting an upgraded driver's license, the driver's license-granting agency shall revoke the old driver's license and destroy it in accordance with the law on archiving.

5. Holders of class B driving licenses with automatic numbers are not allowed to drive cars with mechanical numbers (manual numbers).

6. Foreigners or overseas Vietnamese who wish to drive in Vietnam shall do the following:

a) If they have a national driver's license, they must carry out procedures for changing to the corresponding Vietnamese driver's license;

b) In case the international agreement on driving licenses to which Vietnam is a contracting party contains other provisions, the provisions of such international agreement shall apply.

7. Driving license with PET material. and a driving license issued from January 1, 2025 is a driving license issued by a competent agency that is valid and has the embryo number, issuance date, and expiration date printed on the driver's license identical to the embryo number, issuance date, and expiration date in the driver's license management information system or has driver's license information integrated into the electronic identification accounts.

**Article 33. Driver's License Verification**

1. Cases of verification

a) Granting and renewing driver's licenses issued by the transport sector

The Department of Transport must look up and print information on driving licenses in cases of consideration for upgrading, renewal or re-issuance of driving licenses from the driving license management information system; in case there is no information, there must be a written request to the agency that has issued the driving license to verify the issued driving license.

When there are no results of verification of driving licenses or results of verification of driving licenses not issued by the Department of Transport, the Department of Transport shall not consider the test for upgrading, renewal or re-issuance of driving licenses;

b) Change the military driving license issued by the Ministry of National Defense to the driving license issued by the transport sector

In case of detecting doubts, the agency issuing the driver's license renewal shall request in writing the Department of Vehicles and Machinery of the Ministry of National Defense to verify the issued driver's license.

When there are no results of verification of driving licenses or results of verification of driving licenses not issued by the Ministry of National Defense, the Department of Transport shall not renew the driving licenses;

c) Change the driver's license issued by the Public Security branch to the driver's license issued by the Transport branch

In case of suspicion, the agency issuing the driver's license shall request in writing the Traffic Police Department under the Ministry of Public Security to manage the driver's license to verify the issued driver's license.

When there is no result of verification of the driver's license or there is a result of verification of the driver's license not issued by the Public Security branch, the Department of Transport shall not change the driver's license.

2. How to verify a driver's license

a) After 01 working day from the date of receipt of the list of requests for verification of driving licenses from driver training institutions or valid dossiers specified in Articles 36, 37 and 38 of this Circular, the Department of Transport shall send a written request for verification of driving licenses according to Form No. 01 in Appendix XXV issued together with the Circular this Circular shall be sent to the agency that has issued the driving license;

b) Upon receipt of the written request for verification, the Department of Transport receiving the verification of the driver's license must reply by telephone, e-mail or fax; after 02 working days, send a written reply according to Form No. 02 specified in Appendix XXV issued together with this Circular.

**Article 34. Issuance of Driver's License**

1. Persons who pass the test results shall be granted a driving license of the right class in which they have been enrolled; for cases of upgrading or issuance as prescribed in Clause 2

This must present the original driver's license when coming to pick up the driver's license

a) Based on the decision on recognition of passing the examination, the Department of Transport shall issue a driving license to the successful candidate. The date of admission written on the back of the driver's license is the date of signing the decision on recognition of admission to the test;

b) The time limit for issuance of a driver's license shall not exceed 10 days from the end of the test and the person who has completed the obligation to pay the fee for issuance of a driver's license.

2. Holders of expired driving licenses

a) Holders of driving licenses of classes B, C1, C, D1, D2, D, BE, C1E, CE, D1E, D2E and DE beyond their expiration date

Overdue for less than 01 year from the expiration date, the theoretical test as prescribed at Point a, Clause 1, Article 17 of this Circular must be taken for issuance of a driving license.

Overdue for 01 year or more from the expiration date of the driving theory and practice test in the picture and on the road to issue a driving license as prescribed in Clause 1, Clause 2 and Clause 3, Article 17 of this Circular.

Dossiers of examination participation shall comply with the provisions of Clause 3, Article 29 of this Circular;

b) Holders of driving licenses of classes B, C1, C, D1, D2, D, BE, C1E, CE, D1E, D2E and DE that have been lost but have expired, are named in the dossiers of the Department of Transport, and are not in the case of being seized and handled by competent agencies, must take the following tests:

Overdue for less than 01 year, they must take a theoretical test for issuance of a driving license as prescribed at Point a, Clause 1, Article 17 of this Circular.

Overdue for 01 year or more from the expiration date of the driving theory and practice test in the picture and on the road to issue a driving license as prescribed in Clause 1, Clause 2 and Clause 3, Article 17 of this Circular.

The dossier of participation in the examination shall comply with the provisions of Clause 3, Article 29 of this Circular;

c) The date of admission written on the back of the driver's license shall be calculated according to the date of admission of the old driver's license;

d) Candidates who wish to review and register with driver-training institutions for revision guidance must pay the revision fee as prescribed, not have to re-study according to the training program;

dd) In case of failure to obtain a driver's license, the holder of a driver's license that is expired or lost but expired must register with the Department of Transport to participate in the re-examination.

3. Failing to take the driving license test for violators of road traffic order and safety and failing to complete the requirements of competent state agencies on the settlement and handling of cases of administrative violations in the field of road traffic order and safety.

**Article 35. Re-issuance of driver's license**

1. Holders of driver's licenses whose driving licenses have been lost and whose validity period is still valid may be considered for re-issuance of their driving licenses. The re-issuance of a lost driver's license shall comply with the provisions of Clauses 2, 3 and 4, Article 36 of this Circular*.*

2. The date of admission inscribed on the back of the driver's license shall be calculated according to the date of admission of the old driver's license.

3. The driver's license shall not be re-issued in the following cases: the driver's license is not included in the driver's license information system at the Vietnam Road Administration, the list of driver's licenses (management book); have not yet re-issued driving licenses for violators of road traffic order and safety and have not fully fulfilled the requirements of competent state agencies on the settlement and handling of cases of administrative violations in the field of road traffic order and safety.

**Article 36. Renewal of driving licenses issued by the Transport sector**

1. Requirements for renewal of driving licenses

a) Vietnamese and foreigners who are trained, tested and granted driving licenses in Vietnam;

b) The driver license issued by the transport sector is damaged and can no longer be used;

c) Vietnamese and foreigners with permanent residence cards in Vietnam who have Vietnamese driving licenses changed from foreign driving licenses, upon expiration, if they wish to change their driving licenses;

d) In case the date of birth, full name, middle name, nationality, place of birth or place of residence inscribed on the driver's license is different from the citizen's identity card or identity card, the driver's license-managing agency shall carry out procedures for replacing the new driver's license in accordance with the information inscribed in the citizen's identity card or identity card;

dd) Failing to change the driver's license in the following cases: the driver's license is not included in the driver's license information system at the Vietnam Road Administration, the list of driver's licenses issued (management book); violators of road traffic order and safety have not fully fulfilled the requirements of competent state agencies on settlement and handling of cases of administrative violations in the field of road traffic order and safety.

2. A dossier for renewal of a driver's license issued by the transport sector comprises:

a) An application for renewal (re-issuance) of a driver's license, made according to the form specified in Appendix XXVI to this Circular;

b) The driver's health examination certificate issued by a qualified medical examination and treatment establishment in accordance with the law on medical examination and treatment is still valid (except for holders of class A, A1 and B1 driving licenses);

c) A certified copy or electronic copy of the original or an electronic copy issued from the master register of the driving license or the decision on sanctioning of administrative violations in the field of road traffic in case of deprivation of the right to use the integrated driving license;

d) Valid passports (for foreigners and overseas Vietnamese).

3. Procedures for implementation

a) The individual shall make 01 set of dossier as prescribed in Clause 2 of this Article and send it directly or via the online public service system to the Department of Transport.

In case of submitting the dossier directly, the individual must take a photo directly at the driving license issuing agency and must fulfill the obligation to pay the fee when receiving the dossier.

In case of submitting dossiers through the online public service system, individuals who declare according to the instructions must be responsible for the accuracy and legality of the declared contents and must fulfill the obligation to pay the driving license fee through the payment function of the online public service system as prescribed and pay the service use fee other according to the needs of individuals; when receiving a driver's license, the old driver's license must be returned for archiving;

b) The Department of Transport shall examine the dossier when receiving and looking up the violation management software of the information system on training, testing, issuance of driving licenses, certificates of fostering legal knowledge on road traffic, access to the database software on order, road traffic safety of the Public Security branch or look up violations of drivers through electronic identification accounts; In case the driver's license is not eligible for renewal or the dossier is not in accordance with regulations, it must notify directly or in writing or through the online public service system the contents that need to be supplemented or amended to the individual within 02 working days. from the date of receipt of the dossier;

c) Within 05 working days from the date of receipt of a complete dossier in accordance with regulations (including authentication of electronic identification accounts through the electronic identification and authentication system), the Department of Transport shall renew the driver's license; in case of refusal to change the driver's license, it must reply in writing and clearly state the reason;

d) The driving license-granting agency shall archive the original of the dossier of renewal of the driver's license issued by the transport sector (except for the case of renewal of the driver's license through the online public service system) within 02 years from the date of issuance of the driver's license and revoke the old driver's license (in case of renewal of the driver's license online, The driver shall be responsible for sending the old driver's license to the driver's license-issuing agency for cancellation as prescribed) except for the case of changing the driver's license to the holder of the integrated driver's license who is in the period of deprivation of the driver's license;

dd) In case the driver wishes to change the driver's license to a lower class, he or she must clearly declare in the application for renewal (re-issuance) of the driver's license specified in Appendix XXVI issued together with this Circular and take responsibility for the declaration contents.

4. The return of driving licenses shall be made at dossier-receiving agencies or through postal services at the request of individuals; In case of submitting the dossier through the online public service system, the driver's license shall be returned to the correct individual to change the driver's license.

**Article 37. Change of military driving licenses issued by the Ministry of National Defense to driving licenses issued by the transport sector**

1. Requirements for the change of driving licenses issued by the Ministry of National Defense to driving licenses issued by the transport sector

a) Holders of military driver's licenses whose expiration date when they cease serving in the army (demobilization, change of branches, retirement, termination of labor contracts in the army) wish to have their driving licenses renewed;

b) A valid military driving license is allowed to drive many different classes of vehicles, which is changed to a valid driving license in the transport sector to drive the corresponding vehicle classes; class Cx military driving licenses are changed to class C driving licenses issued by the transport sector;

c) Holders of military driving licenses issued by the Ministry of National Defense are damaged and can no longer use them;

d) Failing to change the military driver's license, having the information erased or having a difference in identification; violators of road traffic order and safety have not fully fulfilled the requirements of competent state agencies on settlement and handling of cases of administrative violations in the field of road traffic order and safety.

2. A dossier comprises:

a) An application for renewal (re-issuance) of a driver's license, made according to the form specified in Appendix XXVI to this Circular;

b) A copy of the decision on termination of military service signed by the head of the regiment or higher. For contract workers in defense enterprises: A copy of the decision to terminate the labor contract, the term shall not exceed 06 months from the date the competent authority of the defense enterprise signs it;

c) The driver's health examination certificate issued by a qualified medical examination and treatment establishment in accordance with the law on medical examination and treatment is still valid;

d) A certified copy or electronic copy of the original or an electronic copy issued from the master register of the valid military driving license.

3. Procedures for implementation

a) The individual shall make 01 set of dossier as prescribed in Clause 2 of this Article and send it directly to the Department of Transport; Individuals must take photos directly at the driving license-granting agency and must produce the originals of the dossiers specified at Point b, Clause 2 of this Article for comparison and must fulfill the obligation to pay fees upon receipt of dossiers;

b) The Department of Transport shall examine the dossier, look up the software of the database on road traffic order and safety of the Public Security branch or look up the driver's violation through the electronic identification account; In case the driver's license is not eligible for renewal or the dossier is not in accordance with regulations, it must notify directly or in writing the contents that need to be supplemented or amended to the individual within 02 working days from the date of receipt of the dossier;

c) Within 05 working days from the date of receipt of a complete dossier in accordance with regulations (including authentication of electronic identification accounts through the electronic identification and authentication system), the Department of Transport shall renew the driver's license; in case of refusal to change the driver's license, it must reply in writing and clearly state the reason;

d) The return of the driving license shall be made at the dossier-receiving agency or through the postal service at the request of the individual;

dd) In case the driver wishes to change the driver's license to a lower class, he or she must clearly declare in the application for renewal (re-issuance) of the driver's license specified in Appendix XXVI issued together with this Circular and take responsibility for the declaration contents;

e) The driver's license-granting agency shall keep a copy of the dossier of renewal of the military driver's license issued by the Ministry of National Defense within 02 years from the date of issuance of the driver's license and cut off the corners of the old driver's license.

4. A dossier for renewal of a military driving license is an original dossier consisting of the documents specified in Clause 2 of this Article and a military driving license that has been cut off at an angle and assigned to the driver for self-preservation.

**Article 38. Change the driver's license issued by the Public Security to the driver's license issued by the Transport sector**

1. Requirements for the renewal of a driver's license issued by the Public Security branch to a driver's license issued by the Transport branch

a) Holders of driver's licenses issued by the Public Security branch after July 31, 1995, with the remaining validity period, when they cease to serve in the Public Security branch (demobilization, change of branch, retirement, termination of labor contracts in the People's Public Security), wish to have their driving licenses renewed;

b) Holders of motorcycle driving licenses issued by the Public Security Branch before August 1, 1995 that are damaged and can no longer be used and wish to renew their driving licenses and have their names in the archives may be considered for renewal of new driving licenses;

c) Failing to change the driver's license issued by the Public Security branch, having the information erased to change the driver's license or having a difference in identification; violators of road traffic order and safety have not fully fulfilled the requirements of competent state agencies on settlement and handling of cases of administrative violations in the field of road traffic order and safety.

2. Dossier of renewal of motorcycle driving license issued by the Public Security branch before August 1, 1995:

An application for renewal (re-issuance) of a driving license made according to the form specified in Appendix XXVI issued together with this Circular.

3. Dossiers for renewal of driving licenses issued by the Public Security Branch from August 1, 1995:

a) An application for renewal (re-issuance) of a driver's license, made according to the form specified in Appendix XXVI to this Circular;

b) A copy of the driver's license; a copy of the decision to leave the branch or retirement of the competent authority or a copy of the decision of the competent authority on the termination of service in the commune police force or a copy of the decision on termination of labor contracts and recruitment decisions or labor contracts of 12 months or more of units in the People's Public Security;

c) The driver's health examination certificate issued by a qualified medical examination and treatment establishment in accordance with the law on medical examination and treatment is still valid.

4. Dossier of renewal of driver's license issued by the Public Security branch to civil students of People's Public Security schools before July 31, 2020:

a) Papers specified at Points a and c, Clause 3 of this Article;

b) A certified copy or electronic copy from the original or an electronic copy issued from the master register of the graduation recognition decision of the schools and academies in the People's Public Security;

c) The original dossier issued by the Public Security branch, including: an application for testing, issuance or renewal of a driver's license certified by the head of the unit where he works; driver's health certificate; certificate of graduation from the driver training program; minutes of summarizing the results of the driving test.

5. Procedures for implementation

a) The individual shall make 01 set of dossier as prescribed in Clause 2 or Clause 3 or Clause 4 of this Article and send it directly to the Department of Transport; Individuals must take photos directly at the driving license issuing agency and must fulfill the obligation to pay fees when receiving dossiers;

b) The Department of Transport shall examine the dossier, look up the software of the database on road traffic order and safety of the Public Security branch or look up the driver's violation through the electronic identification account; In case the driver's license is not eligible for renewal or the dossier is not in accordance with regulations, it must notify directly or in writing the contents that need to be supplemented or amended to the individual within 02 working days from the date of receipt of the dossier;

c) Within 05 working days from the date of receipt of a complete dossier in accordance with regulations (including authentication of electronic identification accounts through the electronic identification and authentication system), the Department of Transport shall renew the driver's license; in case of refusal to change the driver's license, it must reply in writing and clearly state the reason;

d) The return of the driving license shall be made at the dossier-receiving agency or through the postal service at the request of the individual;

dd) In case the driver wishes to change the driver's license to a lower class, he or she must clearly declare in the application for renewal (re-issuance) of the driver's license specified in Appendix XXVI issued together with this Circular and take responsibility for the declaration contents;

e) The driving license-granting agency shall keep a copy of the dossier of renewal of the driver's license issued by the Public Security Branch within 02 years from the date of issuance of the driver's license and cut off the corners of the old driver's license.

6. A dossier for renewal of a driver's license issued by the Public Security Branch is the original dossier, including the documents specified in Clauses 2, 3 and 4 of this Article and the driver's license issued by the Public Security Branch which has been cut off and assigned to the driver for self-preservation.

**Article 39. Conversion of a foreign driver's license or driver's license to a driver's license issued by the Transport sector**

1. Requirements for the replacement of a foreign driver's license or driver's license with a driver's license issued by the transport sector

a) Foreigners residing, working or studying in Vietnam have valid national driving licenses and have one of the following papers: diplomatic identity card, official identity card, temporary residence card, residence card, residence card or permanent residence card with a period of 03 months or more if they wish to drive in Vietnam to be considered for change to the corresponding class of Vietnamese driver's license;

b) Vietnamese persons (with Vietnamese nationality) who are granted national driving licenses by foreign competent agencies during the period of residence, study or work abroad with the remaining validity period, if they wish to drive in Vietnam, shall be considered for conversion to the corresponding class of Vietnamese driving licenses;

c) Failing to change the foreign temporary driver's license; international driver's license; the foreign driver's license is past its expiration date, erased, torn and no longer has enough information to change the driver's license or has a difference in identification; foreign driver's license not issued by a competent authority; Vietnamese holders of foreign driver's licenses who have stayed abroad for less than 03 months and the duration of stay is inconsistent with the driving training period of the country issuing the driver's license.

2. A dossier comprises:

a) An application for renewal (re-issuance) of a driver's license (for Vietnamese people according to the form specified in Appendix XXVI issued together with this Circular, for foreigners according to the form specified in Appendix XXVII issued together with this Circular);

b) The translation of the foreign driver's license into Vietnamese with the assurance of translation quality of the notary office in Vietnam or the overseas Vietnamese representative agency where the translator works and affixes the seal adjacent to the copy of the driver's license;

c) The driver's health examination certificate issued by a qualified medical examination and treatment establishment in accordance with the law on medical examination and treatment is still valid (except for foreigners who renew their driver's licenses according to the time limit stated in the entry visa or temporary residence card);

d) A certified copy or electronic copy from the original or an electronic copy issued from the master register of one of the following papers: temporary residence card, permanent residence card or diplomatic identity card, official identity card.

3. Procedures for implementation

a) Individuals shall make 01 set of dossier as prescribed in Clause 2 of this Article and send it directly to the Department of Transport where they register their residence, stay, temporary residence or permanent residence; individuals must take photos directly at the driving license issuing agency and must produce the originals of the above-mentioned dossiers (except for the sent originals) for comparison and must fulfill the obligation to pay fees upon receipt of the dossiers;

b) Within 05 working days from the date of receipt of a complete dossier in accordance with regulations (including authentication of electronic identification accounts via the electronic identification and authentication system), the Department of Transport shall renew the driver's license; in case of refusal to change the driver's license, it must reply in writing and clearly state the reason;

c) The return of the driver's license shall be made at the dossier-receiving agency or through the postal service at the request of the individual.

4. A dossier of renewal of a driver's license assigned by the agency renewing the driver's license to the driver shall be the original dossier, including the documents specified in Clause 2 of this Article and the foreign driver's license. A dossier of renewal of a driving license of a foreigner not permanently residing in Vietnam shall be archived by the driving license renewal agency for 01 year, including the documents specified in Clause 2 of this Article.

5. In case of detecting doubts about the entry and residence of foreigners in Vietnam, the agency issuing the driver's license renewal shall request in writing the Ministry of Foreign Affairs, the Immigration Department of the Ministry of Public Security, the Immigration Management Division of the provincial police, centrally-run cities for verification.

6. Validity period and class of vehicles permitted to be driven

a) The validity period of the Vietnamese driver's license exchanged for a foreigner is consistent with the duration stated in one of the papers specified at Point a, Clause 1 of this Article and is consistent with the validity period of the foreign driver's license but must not exceed the prescribed duration of the Vietnamese driver's license;

b) The national driver's license granted to the exchanger to drive many different classes of vehicles shall be changed to Vietnamese driver's licenses to operate corresponding vehicle classes.

**Article 40. Revocation of Driver's License**

1. Agencies competent to issue driving licenses shall revoke them in the following order:

a) After 03 days from the date of detection of a driving license holder in one of the cases specified in Clause 5, Article 62 of the Law on Road Traffic Order and Safety, the head of the agency competent to issue a driving license shall issue a decision to revoke the driving license. The contents of the decision clearly state the reasons for revocation and cancellation;

b) Within 05 working days from the date of receipt of the decision on revocation of the driver's license, the individual must submit the revocation of the driver's license to the agency revoking the driver's license and the agency competent to issue the driver's license shall revoke the issued driver's license and cancel it as prescribed;

c) In case the agency competent to issue a driving license has merged, divided, separated, dissolved or expired its granting competence, the agency competent to revoke or cancel the driving license is the agency that is managing the master book of issuance of the driving license.

2. Handling of cases where driving licenses are revoked

a) The driver's license is revoked under the provisions of Points a and b, Clause 5, Article 62 of the Law on Road Traffic Order and Safety; dossiers and procedures for re-issuance of driving licenses shall comply with the provisions of Clause 2, Clause 3 and Clause 4, Article 36 of this Circular;

b) If the driver's license is revoked under the provisions of Point c, Clause 5, Article 62 of the Law on Road Traffic Order and Safety is invalid, the driver's license management agency shall update the data on the violation on the driver's license information system at the Vietnam Road Administration from the date of detection of the violation; In addition, the violator shall not be granted a driving license for a period of 05 years from the date of detection of the violation; After 05 years from the date of detection of violations, if there is a need to re-issue the driver's license, the driver's license must be studied and re-tested as in the case of first-time issuance of a driver's license.

**Part III**

**ISSUANCE AND USE OF INTERNATIONAL DRIVING PERMITS**

**Chapter I**

**ISSUANCE OF AN INTERNATIONAL DRIVER'S PERMIT**

**Article 41. International Driver's Permit Form**

1. IDP means a book of A6 size (148 mm x 105 mm), with a security symbol, a gray cover, and white inner pages according to the form specified in Appendix XXVIII issued together with this Circular.

2. Page 1 (cover) with basic information of IDP printed in Vietnamese and English; page 2 regulating the scope of use of bilingual IDPs printed in Vietnamese and English, page 3 regulating the driver's declaration and IDP classification printed in Vietnamese, page 4 left blank, page 5 regulating the driver's declaration and IDP classification printed in English, page 6 regulates the driver's declaration and IDP classification printed in Russian, page 7 stipulates the driver's declaration and IDP classification printed in Spanish, page 8 stipulates the driver's declaration and IDP classification printed in French, page 9 of the regulations on the class of the vehicle to be controlled printed in French.

3. An IDP number includes Vietnam's national identification symbol for international traffic as VN and the last 12 digits is the national driver's license number.

**Article 42. Vehicle class of the International Driver's Permit**

The vehicle classes permitted to be driven by IDPs correspond to the vehicle classes of national driving licenses issued by Vietnam specified in Appendix XXIX issued together with this Circular.

**Article 43. International Driver's Permit Issuance**

1. For Vietnamese, foreigners who have permanent residence cards or temporary residence cards in Vietnam, and have national driving licenses issued by Vietnam in PET. and the use value shall be as follows:

a) Dossier for issuance of IDP

An application for an IDP made according to the form specified in Appendix XXX to this Circular;

b) Order of issuance of IDP:

Individuals, when submitting dossiers of application directly at the Vietnam Road Administration or the Department of Transport, must present the original of the national driving license issued by Vietnam, passport, permanent residence card (for foreigners) to check the accuracy and legality of the issuance of IDP and must fulfill the obligation to pay fees when receiving the application as prescribed; When submitting an application through the online public service system, individuals shall declare according to the instructions and be responsible for the accuracy and legality of the declared contents, must fulfill the obligation to pay fees through the fee payment function of the online public service system and pay fees for using other services according to the needs of individuals. In case the application is not in accordance with regulations, the application-receiving agency shall notify directly or in writing or through the online public service system the contents that need to be supplemented or amended to the individual within 02 working days from the date of receipt of the application.

Within 05 working days from the date of receipt of the application for IDP in accordance with regulations, the Vietnam Road Administration or the Department of Transport shall issue an IDP to the individual; in case of refusal to issue an IDP, it must reply in writing and clearly state the reason.

2. For Vietnamese and foreigners who have permanent residence cards or temporary residence cards in Vietnam, national driving licenses issued by countries that are contracting parties to treaties to which the Socialist Republic of Vietnam is a contracting party, and are still valid, as follows:

a) Dossier for issuance of IDP: an application for issuance of an international IDP according to the form specified in Appendix XXX issued together with this Circular; the translation of the foreign driver's license into Vietnamese certified by the Notary Public or the Embassy or Consulate in Vietnam where the translator works, affixed with a seal adjacent to the copy of the driver's license; a copy of the temporary residence card or permanent residence card or diplomatic identity card or official identity card for foreigners;

b) Order of issuance of IDP:

Individuals, when submitting 01 set of dossier specified at Point a of this Clause directly at the Vietnam Road Administration or the Department of Transport, must produce the original of the national driving license issued by countries that are contracting parties to international treaties to which the Socialist Republic of Vietnam is a contracting party. passport, permanent residence or temporary residence card (for foreigners) to check the accuracy and legality of the issuance of an IDP and must fulfill the obligation to pay fees when receiving the dossier as prescribed. In case the application is not in accordance with regulations, the dossier-receiving agency shall notify directly or in writing the contents that need to be supplemented or amended to the individual within 02 working days from the date of receipt of the application.

Within 05 working days from the date of receipt of the application for IDP in accordance with regulations, the Vietnam Road Administration or the Department of Transport shall issue an IDP to the individual; in case of refusal to issue an IDP, they must reply and clearly state the reason.

3. An IDP shall not be issued in the following cases:

a) The national driving license that has been erased no longer has enough necessary information or has a difference in identification;

b) The national driving license is not issued by a competent agency as prescribed.

**Chapter II**

**USING AN INTERNATIONAL DRIVER'S PERMIT**

**Article 44. Using an IDP issued by Vietnam under the 1968 Convention on Road Traffic**

An IDP issued by Vietnam is not valid for use in the territory of Vietnam.

**Article 45. Use of an international driver's license recognized under an international treaty to which the Socialist Republic of Vietnam is a signatory**

The use of driver's licenses under the international treaty on mutual recognition to which the Socialist Republic of Vietnam is a member shall be carried out in accordance with that international treaty.

**Part IV**

**TRAINING, EXAMINATION AND ISSUANCE OF CERTIFICATES OF FOSTERING LEGAL KNOWLEDGE ON ROAD TRAFFIC FOR DRIVERS OF SPECIAL-USE VEHICLES PARTICIPATING IN ROAD TRAFFIC**

**Chapter I**

**TRAINING AND FOSTERING LEGAL KNOWLEDGE ON ROAD TRAFFIC FOR DRIVERS OF SPECIAL-USE VEHICLES PARTICIPATING IN ROAD TRAFFIC**

**Article 46. Forms and programs of training in legal knowledge on road traffic**

1. Learners fostering legal knowledge of road traffic must be trained at automobile driver training establishments or special-use machinery driver training establishments.

2. Legal knowledge training program on road traffic

- The number of hours of Road Traffic Law is 12 hours

- The number of hours of the National Technical Regulation on Road Signs is 5 hours

- The number of hours Regulations on safe speed and distance of motor vehicles and special-use vehicles participating in road traffic is 3 hours

- The number of hours Regulations on handling of administrative violations in the field of road traffic is 4 hours

- The number of hours prescribed for issuance of registration and number plates; inspection of special-use vehicles participating in road traffic is 3 hours

- The number of Hours of Review and Testing is 5 hours

- Total training duration is 32 hours

**Article 47. Standards of special-use vehicle driver training establishments for fostering, examining and granting certificates of fostering legal knowledge on road traffic**

Special-use vehicle driver training establishments that provide fostering, examining and granting certificates of fostering legal knowledge on road traffic must have sufficient law classrooms on road traffic with sufficient teaching materials and a system of road traffic signs as prescribed.

**Article 48. Organizing legal training on road traffic for drivers of special-use vehicles participating in road traffic**

1. Report on the opening of a training course on legal knowledge on road traffic: A car driver training institution or a special-use vehicle driver training institution shall receive dossiers from individuals that satisfy the requirements on conditions specified at Point b, Clause 1 and Clause 2, Article 59 of the Law on Order, road traffic safety and report to the Department of Transport according to the form specified in Appendix XXXI issued together with this Circular.

2. Automobile driver training institutions or special-use machinery driver training institutions shall base themselves on the training programs specified in Article 46 of this Circular to formulate textbooks and detailed contents of the training programs.

3. Organize the examination and make a record of the results of the examination for fostering legal knowledge on road traffic according to the form specified in Appendix XXXII issued together with this Circular and issue certificates of fostering legal knowledge on road traffic to learners who meet the requirements. In case of unsatisfactory conditions, it will be re-inspected after 07 working days.

4. Check

a) Examining subjects under the road traffic law knowledge training program specified in Clause 2, Article 46 of this Circular;

b) The student's learning outcome assessment score is on a scale of 10 (from 1 to 10), taking into account 1 decimal number. The test score of 5.0 points or more in each subject is satisfactory.

**Article 49. Learner's Profile**

Individuals submit 01 set of dossier at a car driver training institution or a special-use vehicle driver training institution. The dossier comprises:

1. An application for learning and fostering legal knowledge of road traffic according to the form specified in Appendix XXXIII issued together with this Circular.

2. 03 color photos of 2x3 cm taken within 06 months, ID type.

**Article 50. Printing and management of certificates of fostering legal knowledge on road traffic**

1. Based on the sample of the certificate of fostering legal knowledge of road traffic specified in Appendix XXXIV promulgated together with this Circular, the automobile driver training institution or the special-use vehicle driver training institution shall design a sample of the billet of the certificate of fostering legal knowledge on road traffic, enclosed with the logo (if any) of their establishment.

2. The head of the automobile driver training institution or the special-use vehicle driver training institution shall approve the sample of the certificate of fostering legal knowledge on road traffic of his/her establishment and send it to the provincial-level Department of Transport and the provincial-level police office. centrally-run cities where the training institutions are headquartered for reporting; take responsibility for managing the certificate embryos of their establishments.

3. The printing of certificate blanks must be strictly ensured, safe and confidential and must be kept in a management book.

**Article 51. Archive of inspection results**

1. Automobile driver training establishments or special-use machinery driver training establishments

a) A report on the opening of a training course on legal knowledge on road traffic;

b) List of candidates participating in the examination;

c) Decide on the organization of the inspection;

d) The certificate book.

2. The Department of Transport

Archive dossiers and documents specified at Point a, Clause 1 of this Article and Point a, Clause 2, Article 4 of this Circular.

3. Document storage time

a) Indefinite time limit for certificate issuance books;

b) 02 years for documents specified at Points a, b, d, Clause 1 of this Article.

**Chapter II**

**ISSUANCE AND RE-ISSUANCE OF CERTIFICATES OF FOSTERING LEGAL KNOWLEDGE ON ROAD TRAFFIC FOR DRIVERS OF SPECIAL-USE VEHICLES PARTICIPATING IN ROAD TRAFFIC**

**Article 52. Certification**

After 05 working days from the date on which the test results are satisfactory, the head of the car driver training institution or the special-use vehicle driver training institution shall issue a certificate to the learner.

**Article 53. Re-issuance of certificates**

1. Persons whose certificates are damaged or have discrepancies in their names in the dossiers archived at the place where the certificates are issued shall be re-issued according to the number of the issued certificates.

a) A dossier of application for re-issuance comprises: an application for re-issuance of a certificate according to the form specified in Appendix XXXV issued together with this Circular;

b) 03 color photos of 2x3 cm taken within 06 months.

2. Persons whose names are included in the dossiers archived at the place where the certificates are issued shall be re-issued according to the number of the issued certificates, the re-issuance dossiers shall comply with the provisions of Point a, Clause 1 of this Article.

3. Procedures for implementation:

a) The individual shall submit 01 set of dossier to the motor vehicle driver training institution or the special-use vehicle driver training institution that has issued the certificate; in case the training institution for which the certificate has been granted is no longer operating, it shall be submitted to the Department of Transport where the certificate-granting institution is managed;

b) Automobile driver training institutions or special-use vehicle driver training institutions or provincial-level Transport Departments shall examine dossiers upon receipt; In case the certificate is not subject to re-issuance or the dossier is not in accordance with regulations, it must notify directly or in writing the contents that need to be supplemented or amended to the individual within 02 working days from the date of receipt of the

file;

c) Within 03 working days from the date of receipt of a complete and valid dossier, the head of the automobile driver training institution or the special-use vehicle driver training institution or the Department of Transport shall re-issue the certificate; in case of refusal to re-grant the certificate, it must reply in writing and clearly state the reason;

d) The return of driving licenses shall be made at automobile driver training institutions or special-use machinery operator training institutions or dossier-receiving agencies or through postal services at the request of individuals.

**Part V**

**INFORMATION SYSTEM FOR TRAINING, TESTING, ISSUANCE OF DRIVING LICENSES, CERTIFICATES OF FOSTERING LEGAL KNOWLEDGE ON ROAD TRAFFIC**

**Chapter I**

**MANAGEMENT OF INFORMATION SYSTEMS**

**Article 54. Requirements for the information system on training, testing, issuance of driving licenses, certificates of fostering legal knowledge on road traffic**

1. Driver training information system at driver training institutions

a) Manage at least the information of the trainees: full name; personal identification number; date of birth; place of residence; health certificates; information on each period and test results of each student; certification of completion of the training course; the number of the driver's license, the class of the driver's license, the safe driving time in case of upgrading the driver's license;

b) Minimum management of driver training information: training courses; name of the driver training institution; time to complete the course; training results; DAT management data; time to study the theory of road traffic law subjects; the results of learning to practice driving on the cabin; the results of approving the list of candidates eligible to participate in the test; the list of candidates who are absent or fail in the test;

c) Having the ability to connect and transmit DAT management data to the driver training information system of the Vietnam Road Administration;

d) Be able to receive the results of approval of the list of candidates eligible to participate in the examination; the list of candidates who were absent or failed in the test from the Department of Transport;

dd) Being able to make and provide to the Department of Transport: a report on registration for testing, a report on request for organization of testing;

e) Being able to accurately and fully store the information under management;

g) Having the ability to connect and share data with relevant information systems;

h) Ensure regulations on information security and cyber information security in accordance with law.

2. Driver training information system at the Department of Transport

a) Manage at least the following information: report 1; report 2; information of trainees at Points a and b, Clause 1 of this Article; the results of approving the list of candidates eligible to participate in the test;

b) Be able to approve the list of candidates eligible for the test, transfer the results to the driver training information system at the driver training institution and the driving test information system;

c) Being able to accurately and fully store the information under management;

d) Being able to connect and share data with relevant information systems;

dd) Ensure regulations on information security and cyber information security in accordance with law.

3. Driver training information system at the Vietnam Road Administration

a) Having the ability to store at least information on DAT management data as prescribed in Appendix XXXXI issued together with this Circular;

b) Be able to receive, synthesize and analyze DAT management data according to the form specified in Appendix XXXVI issued together with this Circular;

c) Being able to accurately and fully store the information under management;

d) Being able to connect and share data with relevant information systems;

dd) Ensure regulations on information security and cyber information security in accordance with law.

4. Driving test information system at driving test centers

a) Manage at least the following information: exam period; candidates participating in the test; test supervision data; test results;

b) Being able to receive information about the test, candidates who are eligible to take the test from the driving test information system of the Department of Transport;

c) Being able to provide test results to the information system of the Department of Transport;

d) Be able to immediately share the test supervision data with the Department of Transport, the Traffic Police Division of the Police of the province or centrally-run city and the Traffic Police Department;

dd) Being able to accurately and fully store the information under management;

e) Having the ability to connect and share data with relevant information systems;

g) Ensure regulations on information security and cyber information security in accordance with current laws.

5. Driving test information system at the Department of Transport

a) Manage at least the following information: results of approving the list of candidates eligible to participate in the examination; exams; candidates participating in the test; test supervision data; test results;

b) Be able to create the test, update the information of the test and the list of candidates participating in the test and at the same time provide this information to the information system at the driving test center;

c) Having the ability to receive test supervision data from the information system at the driving test center;

d) Be able to provide information about candidates who have passed the test to the driving license information system at the Department of Transport;

dd) Having remote access for access and exploitation by competent agencies;

e) Being able to accurately and fully store the information under management;

g) Having the ability to connect and share data with relevant information systems;

h) Ensure regulations on information security and cyber information security in accordance with current laws.

6. Driving license information system at the Vietnam Road Administration

a) Manage at least the following information: driving license number; certification of completion of the training course; full name; personal identification number; date of birth; nationality; place of residence; driver training institutions; training vehicle class; training courses; the date of admission; testing agencies; the location of the test (driving test center or driving training ground used for the test); the date of issuance, renewal and re-issuance of the driver's license; agencies that issue, renew and re-issue driving licenses; class of driver's license; expiration date; the number of driving license blanks;

b) Being able to receive the information specified at Point a of this Clause from the driving license information system at the Department of Transport;

c) Having the function of granting an international driving license as prescribed in Clauses 1 and 2, Article 43 of this Circular;

d) Having the function of revoking driving licenses;

dd) Being able to look up information on driver's licenses, perform operations on training and testing for driver's licenses on websites;

e) Having the ability to connect and share data with the national public service portal, public service portals of provinces and centrally-run cities and other relevant information systems to carry out administrative procedures related to the management of driving licenses and international driving licenses;

g) Being able to accurately and fully store the information under management;

h) Being able to connect and share data with relevant information systems;

i) Ensure regulations on information security and cyber information security in accordance with current laws.

7. Driving license information system at the Department of Transport

a) Manage at least the following information: driving license number; certification of completion of the training course; full name; personal identification number; date of birth; nationality; place of residence; driver training institutions; training vehicle class; training courses; the date of admission; testing agencies; the location of the test (driving test center or driving training ground used for the test); the date of issuance, renewal and re-issuance of the driver's license; agencies that issue, renew and re-issue driving licenses; class of driver's license; expiration date; the number of driving license blanks;

b) Being able to provide the information specified at Point a of this Clause to the driving license information system at the Vietnam Road Administration;

c) Be able to receive information about candidates who have passed the test from the driving test information system at the Department of Transport;

d) Having the function of granting, renewing, re-granting or revoking driving licenses;

dd) Having the function of changing the driver's license or driver's license of a foreigner or an overseas Vietnamese wishing to drive in Vietnam as prescribed in Article 39 of this Circular;

e) Having the function of renewing driver's licenses issued by the transport sector, renewing military driving licenses issued by the Ministry of National Defense, renewing driver's licenses issued by the Public Security branch;

g) Having the function of granting and revoking an international driver's license;

h) Being able to accurately and fully store the information under management;

i) Having the ability to connect and share data with relevant information systems;

k) Ensure regulations on information security and cyber information security in accordance with current laws.

8. Information system for granting certificates of fostering legal knowledge of road traffic at automobile driver training establishments or special-use machinery driver training establishments

a) Manage at least the following information: full name; date of birth; training courses; time to complete the course; the results of the certificate examination; the date of achievement of the certificate examination results; certificate number; the date of issuance of the certificate; driving training and certification institutions; date of renewal or re-issuance of certificates; agencies that renew and re-issue certificates of each student;

b) Having the ability to create training courses, create examination periods, and print certificates of fostering legal knowledge on road traffic;

c) Having the function of renewing and re-granting certificates of fostering legal knowledge on road traffic;

d) Being able to provide information at Point a of this Clause on the information system on drivers of motor vehicles and special-use machinery;

dd) Being able to accurately and fully store the information under management;

e) Having the ability to connect and share data with relevant information systems;

g) Ensure regulations on information security and cyber information security in accordance with current laws.

9. Information system for granting certificates of fostering legal knowledge on road traffic at the Department of Transport

Organize the management and use of at least the following information: number of certificates of fostering legal knowledge on road traffic; automobile driver training institutions or special-use machinery driver training institutions shall issue certificates of fostering legal knowledge on road traffic; information on the results of periodic health checks of vehicle drivers.

10. Information system for granting certificates of fostering legal knowledge on road traffic at the Vietnam Road Administration

a) Being able to receive and store the information at Point a, Clause 8 of this Article;

b) Being able to provide accounts to provincial-level Transport Departments for exploitation and management of information on certificates of fostering legal knowledge on road traffic under the management of training institutions;

c) Ability to connect and share data with relevant information systems.

**Article 55. Requirements for information systems on drivers of motor vehicles and special-use vehicles**

1. To manage at least the following information: full name; personal identification number; date of birth; nationality; place of residence; the number of the driving license, the class of the driver's license, the agency issuing the driving license, the number of the certificate of fostering legal knowledge on road traffic, the training institution and issuing the certificate of fostering legal knowledge on road traffic; information on the results of periodic health checks of vehicle drivers.

2. Being able to receive information in Clause 1 of this Article from the driver's license information system at the Vietnam Road Administration, the information system for granting certificates of fostering legal knowledge on road traffic, the driver's health database, drivers of special-use vehicles of the Ministry of Health and specialized information systems.

3. Being able to connect and share with the National Population Database, the Road Database and other relevant databases.

**Article 56. Principles and forms of data exploitation on information systems**

1. Principles of exploitation

a) The exploitation of driver's license data shall comply with the law on information technology and cyber information security;

b) The agency managing the driver's license information system specified in Articles 61 and 62 of this Circular shall protect personal information and data in the driver's license database in the cyber environment in accordance with the law on information technology;

c) Services of exploitation of driver's license information and data shall be provided to agencies, organizations and individuals in the cyber environment in accordance with the law on information technology and cyber information security.

2. Forms of exploitation

a) Direct exploitation

Agencies, organizations and individuals may exploit driving license data or certificates of fostering legal knowledge about road traffic directly from the driving license website (https:/[/www.gplx.gov.vn](http://www.gplx.gov.vn/)) in accordance with regulations on security levels and decentralization of use, exploiting data on driver's licenses or certificates of fostering knowledge of road traffic law;

b) Indirect exploitation

Agencies, organizations and individuals wishing to exploit the data of driving licenses or certificates of fostering legal knowledge on road traffic may be provided with information taken from the database of driving licenses or the database of certificates of fostering legal knowledge on road traffic, including: information written on the driver's license (in case of request of a competent authority, in addition to the information printed on the driver's license, additional information on training, testing, violation of the road traffic law is also provided); the information inscribed on the certificate of fostering legal knowledge on road traffic (in case of request of a competent agency, in addition to the information printed on the certificate of fostering legal knowledge of road traffic, additional information on training, inspection and violation of the road traffic law).

**Article 57. Data storage time on the information system**

Heads of agencies and organizations shall direct the management of e-archival documents according to regulations

1. The storage period for data on training and testing for driver's licenses at driver's training institutions and driving test centers is at least 05 years.

2. The duration of archiving data on training, testing, issuance and renewal of driving licenses at the Departments of Transport of provinces and centrally-run cities is at least 50 years.

3. The maximum storage period for data on driving licenses at the Vietnam Road Administration is 70 years.

4. The duration of archiving data on training, examination and issuance of certificates of fostering legal knowledge on road traffic is at least 03 years.

**Chapter II**

**PROCESS OF EXPLOITATION OF INFORMATION SYSTEMS**

**Article 58. Procedures for exploitation of information systems for the issuance of driving licenses**

1. For the issuance of new driving licenses

a) Driver training establishments: Receive driving school dossiers and carry out procedures on the driver training information system to create a test registration report and send it to the Department of Transport for update in the driver training information system, test results and consideration of completion of the training course and make a report on test request drivers to send to the Department of Transport;

b) Departments of Transport: exploit information on test registration reports and driving test requests on the driver training information system to approve the list of candidates eligible for the test; Based on the decision on organization of the test, make a list of trainees eligible to participate in the test and send it to the driving test center and driving training ground used for the driving test to coordinate in organizing the test; receive data on test results used by driving test centers and driving training grounds for synchronous driving tests on the driving test information system to make a list of driving licenses issued to people who have achieved test results on the driving license information system at the Department of Transport; authenticate the digital signature of the person competent to sign the driving license and print the driving license; inspect the quality of driving licenses after printing and synchronizing data into the driving license information system at the Vietnam Road Administration as prescribed;

c) Driving test centers and driving training grounds used for driving tests: receive the list of test takers synchronously from the Department of Transport on the information system and carry out the test process on the driving test information system; synchronize the data of test results into the driving test information system;

d) The Vietnam Road Administration: receive the driving license data that has been synchronized by the Departments of Transport into the driving license information system at the Vietnam Road Administration for management and use of the data as prescribed.

2. For renewal of driving licenses

a) Departments of Transport: receive dossiers and carry out procedures for renewal of driving licenses on the driving license information system at the Departments of Transport; check, update and authenticate electronic dossiers into the driver's license information system at the Department of Transport; authenticate the digital signature of the competent person to sign on the electronic dossiers for issuance of driving licenses and carry out the process of printing driving licenses; inspect the quality of driving licenses after printing and synchronizing data into the driving license information system at the Vietnam Road Administration;

b) The Vietnam Road Administration: receive the driving license data that has been synchronized by the Departments of Transport into the driving license information system at the Vietnam Road Administration for management and use of the data as prescribed.

**Article 59. Procedures for exploitation of information systems for issuance and management of international driving licenses**

1. The Department of Transport: to receive dossiers and carry out the procedures for granting international driving licenses on the driving license information system at the Department of Transport; check, update and authenticate electronic dossiers into the driver's license information system at the Department of Transport; authenticate the digital signature of the competent person to sign on electronic documents for issuance of IDP and carry out the process of printing an international driver's license; check the quality of driving licenses after printing and synchronizing data into the driving license information system at the Vietnam Road Administration.

2. The Vietnam Road Administration:

a) Receive IDP data that has been synchronized by the Departments of Transport into the driving license information system at the Vietnam Road Administration for management and use of data as prescribed;

b) In case of receipt of an individual's application for IDP, the process in Clause 1 of this Article shall be complied with.

**Article 60. Procedures for exploitation of information systems for the issuance of certificates of fostering legal knowledge on road traffic**

1. Automobile driver training institutions or special-use vehicle driver training institutions: Receive study dossiers to be granted certificates of fostering legal knowledge on road traffic and use the information system for granting certificates of fostering legal knowledge on road traffic to create training courses; update the examination results and the list of students who have passed the examination results of the information system for granting certificates of fostering legal knowledge on road traffic; authenticate the digital signature of the person competent to sign and print the certificate; check the quality of the certificate after printing and synchronizing the data into the information system as prescribed.

2. Departments of Transport: organize the management and use of data as prescribed and send reports to the Vietnam Road Administration as prescribed in Article 4 of this Circular.

3. The Vietnam Road Administration: to receive and manage certificate data on the information system for granting certificates of fostering legal knowledge on road traffic.

**Part VI**

**IMPLEMENTATION ORGANIZATION**

**Article 61. Vietnam Road Administration**

1. For driver training

a) Provide professional guidance on training for uniform implementation nationwide;

b) Application of information technology in the management of driver training; develop and transfer questionnaires and software to simulate traffic situations to driver training institutions;

c) Apply information technology in the management of driver training and the management of the driver training information system of the Vietnam Road Administration to ensure the receipt, synthesis and analysis of DAT management data in service of the exploitation of DAT management data and the management of driver training by the Departments of Transport; ensure that the driver training information system of the Vietnam Road Administration operates continuously and stably and stores DAT management data for at least 03 years;

d) Announce and update the list of driver training institutions that have been granted or have their driver training licenses revoked on their websites.

2. For the driving test

a) Provide professional guidance on the construction of driving test centers and driving tests for uniform implementation nationwide;

b) Formulate a set of questions; software in the information system for management of training, testing, and management of driver's licenses; software used for theoretical tests; software to simulate traffic situations to serve the training and driving test, guide the uniform implementation throughout the country and transfer it to the Departments of Transport, driver training institutions, driving test centers and the Traffic Police Department, The Ministry of Public Security serves the examination of the content of legal knowledge on road traffic order and safety for driving license holders who are deducted all points;

c) Formulate programs and plans for training, directing, organizing training, issuing examiner cards to examiners nationwide and archiving examiner dossiers as prescribed;

d) Publicize and update the list of driving test centers that have been granted or have their test licenses revoked on their websites.

3. For the issuance of driving licenses

a) Provide professional guidance on the issuance of driving licenses for uniform implementation nationwide;

b) Design the confidentiality, printing, uniform issuance, guidance and management of the use of driving license blanks nationwide.

4. For the issuance of international driving licenses

a) Provide professional guidance on the issuance of IDPs for uniform implementation nationwide;

b) Design the security features of the IDP print workpiece; organize the printing, issuance, guidance and management of the use of IDP print blanks nationwide;

c) Publish and update the list of countries participating in the Vienna Convention annually according to the official announcement of the United Nations on the website of the Vietnam Road Administration;

d) Formulate and guide the Departments of Transport in service of the issuance of IDPs;

dd) Receive and issue IDPs in accordance with regulations;

e) Implement public services on IDP issuance.

5. For the training, examination and issuance of certificates of fostering legal knowledge of road traffic for drivers of special-use vehicles: to provide professional guidance for the training, examination and issuance of certificates of fostering legal knowledge on road traffic for uniform implementation nationwide.

6. For the management of information systems

a) Build, upgrade and maintain the operation of the driving license information system at the Vietnam Road Administration; the whole online public service system for the renewal of driver's licenses issued by the Transport sector on the national public service portal; online public service system for the entire process of issuing international driver's licenses; DAT information system, information system for granting certificates of fostering legal knowledge on road traffic at the Vietnam Road Administration; integrate and share driving license data at the request of competent agencies; applying digital transformation technology in training, testing, and issuing driver's licenses;

b) Operating or hiring a capable unit to operate the information system of the Vietnam Road Administration at Point a of this Clause;

c) Receive data on issuance and renewal of driving licenses from the driving license information system at the Department of Transport for authentication and synchronization into the driving license database located at the Vietnam Road Administration; protect personal information and data in the driver's license database in the cyber environment in accordance with the law on information technology and cyber information security;

d) Provide accounts for the Departments of Transport, driver training institutions, special-use vehicle driver training institutions, data transmission and data exploitation on the DAT information system software and the information system for granting certificates of fostering legal knowledge on road traffic of the Vietnam Road Administration;

dd) Develop and train the transfer of professional software in the training management information system, the test information system and the driving license information system at driver training institutions, driving test centers and provincial-level Transport Departments;

e) Use data on the driving license information system at the Vietnam Road Administration for reporting, inspection and examination;

g) Promulgate regulations on assurance of information security and regulations on the use of hardware, software and accounts to ensure the safe and effective use of information systems.

7. For the inspection

a) Periodically or irregularly inspect the management of training, testing, issuance, renewal and re-issuance of driving licenses at provincial-level Transport Departments; the observance of regulations on driving training and testing activities in accordance with the law on driving training and testing activities;

b) Periodically or irregularly inspect the organization of tests at driving test centers, handle or report to competent agencies for handling violations according to current regulations.

**Article 62. Department of Transport**

1. For driver training

a) To be responsible for managing driver training within the provinces and centrally-run cities;

b) Receive, review, inspect and notify the list of A1, A and B1 driver training establishments that are fully or ineligible to operate in the area under their management on the website of the Department of Transport;

c) Monitor, inspect, exploit and use DAT management data on the driver training information system at the Vietnam Road Administration and DAT data on the driver training information system at driver training establishments in service of training management;

d) Confidentiality of usernames and passwords to access the driver training information system at the Vietnam Road Administration and the driver training information system of the driver training institution;

dd) Examine and evaluate the form of organization and detailed driver training program of the driver training institution;

e) Using the DAT management data on the driver training information system at the Vietnam Road Administration as prescribed in Form No. 06, Appendix XXXVI issued together with this Circular, the certificate rendered on the car driving lesson cabin with information about the learner who has learned enough time and the content of the driving practice lesson on the learning cabin driving a car provided by a driver training institution to approve the list of students eligible to participate in the test. In case the Vietnam Road Administration announces the suspension of the driver training information system for maintenance or maintenance or an incident occurs, the Departments of Transport shall use the DAT data of the driver training institution.

2. For the driving test

a) Organize the implementation of the provisions of this Circular and the guidance of the Vietnam Road Administration on driving test operations;

b) Formulate a plan on training and retraining needs and directly manage and archive dossiers of the examiners;

c) Direct the construction and management of operation of local driving test centers;

d) Deploy network connection with local driving test centers, driver training institutions and the Vietnam Road Administration;

dd) Provide an account of the test supervision information system for the Vietnam Road Administration, Departments of Transport (sending trainees to organize the test at driving test centers not under their direct management), driving test centers to log in, data transmission and exploitation; ensure that the monitoring information system of the Department of Transport operates continuously and stably and stores data on test results for at least 05 years; d data on test results exploited on the software of the surveillance information system shall be compiled according to the form specified in Appendix XXXVII issued together with this Circular;

e) Organize examinations for trainees at driver training institutions managed by the Department of Transport;

g) Publicize the schedule and location of the driving test of the following month before the 25th of the previous month on the website of the Department of Transport;

h) Departments of Transport shall be responsible for managing the examination and issuance of driving licenses within the provinces and centrally-run cities;

i) Direct the units assigned by the Department of Transport to manage the test and issue driving licenses to promulgate internal test rules for application in driving tests.

3. For the issuance of driving licenses

a) Perform public services on renewal of driver's licenses;

b) Receive and process information on renewal of driving licenses or re-issuance of expired driving licenses transferred by other provincial-level Transport Departments; organize the issuance and re-issuance of lost driving licenses and exchange of driving licenses for drivers in need;

c) Update the driver's violations in the driving license information system provided by the agency competent to sanction administrative violations.

4. For the issuance of international driving licenses

a) Ensure equipment for the issuance of IDPs as prescribed;

b) Receive and take responsibility for the accuracy and legality of IDP issuance dossiers and carry out the issuance of IDPs in accordance with regulations;

c) Implement public services on IDP issuance.

5. For training, examination and issuance of certificates of fostering legal knowledge of road traffic for drivers of special-use vehicles participating in road traffic

a) Re-issue certificates of fostering legal knowledge of road traffic as prescribed at Point a, Clause 3, Article 53 of this Circular;

b) Organize periodic or irregular examinations and inspections of the fostering of legal knowledge on road traffic in their localities as prescribed;

c) Receive, review, inspect and notify the list of establishments fostering legal knowledge about road traffic operating in the area under their management on the website of the Department of Transport;

d) Access the information system for granting certificates of fostering legal knowledge on road traffic of the Vietnam Road Administration to manage and exploit the data of certificates of fostering legal knowledge on road traffic of training institutions under their management.

6. For the management of information systems

a) Invest, maintain and upgrade hardware equipment, system software and data transmission network of the driver training information system, test information system and driving license information system at the Department of Transport;

b) Operating or hiring a capable unit to operate the driver training information system, test information system, and driving license information system at the Department of Transport as prescribed;

c) Receiving, organizing the implementation and taking responsibility for professional software in the training information system, test information system and driving license information system at the Department of Transport; grant certificates of fostering legal knowledge on road traffic in localities transferred by the Vietnam Road Administration;

d) Use the software in the driver training information system to receive reports 1 and 2; check and compare information on learner drivers, training process, and training results to prepare for the test as prescribed;

dd) Use the software in the driving test information system to conduct the driving test, synthesize the results as a basis for issuance and re-issuance of driving licenses as prescribed;

e) Use software in the driving license information system to update, process, exploit, authenticate and synchronize data and manage driving licenses; digitally sign for new and re-issuance of driver's licenses as prescribed;

g) Use data on the information system installed and transferred at the Department of Transport, driving test centers, and driver training institutions to serve the inspection, examination and provision of information to functional units;

h) Promulgate regulations on ensuring information security and regulations on the use of hardware, software and accounts to ensure the safe and effective use of information systems;

i) Take responsibility for the accuracy and legality of electronic dossiers sent or transmitted to the Vietnam Road Administration;

k) Fully archive information as prescribed in accordance with the law on archiving.

7. For the inspection

Periodically or irregularly inspect driver training at driver training institutions; the management of training, examination and issuance of certificates of fostering legal knowledge on road traffic at training institutions.

**Article 63. Training Institutions**

1. For driver training

a) Organize enrollment and training to meet the requirements for learners as prescribed in Article 14 of this Circular;

b) Signing a training contract with a learner to drive a car with the following principal contents: Class of training driver's license; training locations; time to complete the course; tuition fee level and method of payment of tuition fees; responsibility for compensation for damage of each party when violating the contract; liquidation of contracts; other agreements that are not contrary to law and social ethics;

c) Publicize the enrollment regulations, tuition fee collection rates and training management on the information page of the driver training institution;

d) Motorcycle driver training establishments of grades A1, A and B1 must maintain professional and technical standards as prescribed;

dd) Notify the operation plan to the Department of Transport and organize the training of motorcycle drivers of classes A1, A and B1 in accordance with the registered training plan according to the form specified in Appendix XXXVIII issued together with this Circular;

e) Organize new training and training to upgrade automobile driving licenses according to the flow, duration, location and class of driving licenses stated in the driving training licenses;

g) Apply technology in training management to identify and monitor the time of learning the theory of road traffic law subjects for students learning to drive cars in the form of concentrated learning; ensure material foundations and equipment for teaching and learning to improve the quality of driver training; using software to simulate traffic situations to train drivers;

h) Ensure that teachers, when teaching driving practice, must wear the badge "Driving instructor" and carry the driving practice vehicle license; students who practice driving on the road must wear the badge "Students practice driving". Badges issued and managed by driver training institutions according to Form No. 01 and Form No. 02 specified in Appendix XXXIX issued together with this Circular; post up the name of the driving training institution on the driving training vehicle according to the form specified in Appendix XXXX issued together with this Circular;

i) Organize subject examination: the head of the driver training institution shall base on the inspection contents specified in Clause 4, Article 6, Clause 4, Article 7 and Clause 4, Article 8 of this Circular to formulate the inspection process;

k) Using the results of monitoring the learning process; inspection results; results of learning to practice driving on the road through the driver training information system of the driver training institution or the Vietnam Road Administration; The results of learning to practice driving on the cabin of driving lessons are derived from the cabin of driving lessons, information that students have studied enough time and content of learning to practice driving on the cabin of driving lessons to consider the training course for learners to drive cars;

l) Transmit DAT management data as prescribed in Appendix XXXXI issued together with this Circular and take responsibility for the accuracy, completeness and truthfulness of DAT data and DAT management data; ensuring data safety and security for the DAT information system; security of usernames and passwords to access the driver training information system of the Vietnam Road Administration; promptly and accurately provide DAT information and data to competent state management agencies upon request;

m) Monitor and exploit DAT data on the driver training information system of the driver training institution to serve the management of driver training; ensure the accuracy of information about teachers and driving trains;

n) Provide and take responsibility for the certificate rendered from the car driving school cabin with information that the trainees have learned enough time and the contents of driving practice learning on the car driving school cabin to the agency managing the training and testing, issuance of driving licenses;

o) Develop and approve detailed driver training forms and programs according to the process of compiling, appraising and promulgating training programs specified in Article 11 and Appendix X of this Circular, and report to the Department of Transport for monitoring and management. The development of systems, learning materials, guided distance training and self-study methods and the system of application of management of distance training and guided self-study shall comply with the provisions of Appendix XXXXII issued together with this Circular;

p) Coordinate with the driving test center in settling accidents specified at Point e, Clause 3, Article 19 of this Circular.

2. For the management of information systems

a) Invest, maintain and upgrade equipment, hardware, system software and data transmission network of the driver training information system located at the driver training institution;

b) Receive and organize the implementation of professional software in the driver training information system at driver training establishments transferred by the Vietnam Road Administration

Create, compare and take responsibility for the accuracy of student information, training process, training results, report 1, report 2 as prescribed. Receive information on driving test results of trainees at their establishments to manage and organize trainees to re-test according to regulations;

c) Take responsibility for the accuracy and legality of electronic dossiers sent or transmit data to the Department of Transport and the Road Administration of Vietnam;

d) Fully archive information as prescribed in Clause 1, Article 57 of this Circular;

dd) Promulgate regulations on assurance of information security and regulations on the use of hardware, software and accounts to ensure the safe and effective use of information systems;

e) Exploit data on the information system installed and transferred at the driver training institution to serve the inspection and examination and provide information to functional units (upon request).

**Article 64. Driving Test Center**

1. For the management of the test

a) Ensure material foundations and equipment for inspection and scoring as prescribed to carry out the tests with accurate and objective results; report to the Department of Transport when the equipment and means used for the test operate incorrectly or stably or when the equipment and means used for the test are changed for timely handling;

b) Coordinate and create all conditions for driving training institutions to bring trainees to study and test councils to organize the test conveniently and according to plan;

c) Comply with and coordinate with competent agencies in inspecting and driving test centers;

d) Publicize the test fee rates and prices of other services on the website of the driving test center;

dd) Ensure safety for driving tests; coordinate with relevant units and agencies to settle when accidents and unsafety incidents occur;

e) Implement the regime of reporting and publicizing the test schedule on the website of the driving test center, archive the test result dossier as prescribed in Clause 3, Article 30 of this Circular;

g) Transmit and share test supervision data to the Department of Transport (the agency directly managing the operation of the driving test center) and the Traffic Police Division of the Police of the province or centrally-run city where the driving test center is headquartered and the Traffic Police Department, Ministry of Public Security; store and take responsibility for the accuracy, completeness and truthfulness of test supervision data; ensuring data security; security of usernames, access passwords and software for the test supervision information system of the Department of Transport; promptly and accurately provide information and data on test supervision to competent state management agencies upon request;

h) Receive and use theoretical test software, traffic simulation test software transferred by the Vietnam Road Administration for driving tests and professional management software transferred by the Vietnam Road Administration to serve the organization of driving tests.

2. For the management of information systems

a) Investment, maintenance and upgrading of equipment, hardware, system software and data transmission network of the driving test information system located at the driving test center;

b) Receive and organize the implementation of professional software in the driving test information system at the driving test center transferred by the Vietnam Road Administration;

c) Install the software transferred by the Vietnam Road Administration; must not interfere with or install equipment, install software that affects the test process or falsifies the results of the driving test;

d) Fully archive information in accordance with the law on archival documents;

dd) Promulgate regulations on assurance of information security and regulations on the use of hardware, software and accounts to ensure the safe and effective use of information systems;

e) Exploit data on the information system installed and transferred at the driving test center to serve the inspection, examination and provide information to functional units (upon request).

**Article 65. Automobile driver training establishments or special-use vehicle driver training establishments**

1. For the training, examination and issuance of certificates of fostering legal knowledge of road traffic for drivers of special-use vehicles

a) Enroll and foster legal knowledge of road traffic according to the program specified in this Circular;

b) Report on the opening of the training course on road traffic law to the Department of Transport according to the form specified in Appendix XXXI issued together with this Circular;

c) Make a management book for granting certificates of fostering legal knowledge about road traffic according to the form specified in Appendix XXXXIII issued together with this Circular;

d) An automobile driver training institution or a special-use machinery operator training institution must notify the operation plan to the Department of Transport and organize training and fostering legal knowledge on road traffic in accordance with the registered training plan according to the form specified in Appendix XXXXIV issued together with this Circular.

2. For the management of information systems

a) Invest, maintain and upgrade equipment, hardware, system software and data transmission network of the information system for granting certificates of legal knowledge fostering on road traffic located at establishments fostering legal knowledge of road traffic law;

b) Take responsibility for the accuracy and legality of electronic dossiers sent or transmit data to the Department of Transport and the Vietnam Road Administration;

c) Fully archive information as prescribed in Clause 4, Article 57 of this Circular;

d) Promulgate regulations on ensuring information security and regulations on the use of hardware, software and accounts to ensure the safe and effective use of information systems;

dd) Exploiting data on the information system for granting certificates of fostering legal knowledge on road traffic installed and transferred at establishments to serve the inspection, examination and provision of information to functional units (upon request).

**Part VII**

**IMPLEMENTATION TERMS**

**Article 66. Enforcement effect**

1. This Circular takes effect from January 1, 2025.

2. This Circular annuls the following Circulars:

a) Circular No. 06/2011/TT-BGTVT dated March 07, 2011 of the Minister of Transport regulating the fostering of legal knowledge on road traffic for drivers of special-use vehicles participating in road traffic;

b) Circular No. 07/2013/TT-BGTVT dated May 03, 2013 of the Minister of Transport regulating the management, operation and operation of the driver's license information system;

c) Circular No. 29/2015/TT-BGTVT dated July 06, 2015 of the Minister of Transport promulgating the Circular regulating the issuance and use of international driving licenses;

d) Circular No. 12/2017/TT-BGTVT dated April 15, 2017 of the Minister of Transport regulating training, testing and issuance of road motor vehicle driving licenses;

dd) Circular No. 38/2019/TT-BGTVT dated October 08, 2019 of the Minister of Transport amending and supplementing a number of articles of Circular No. 12/2017/TT-BGTVT dated April 15, 2017 of the Minister of Transport regulating training, testing and issuance of road motor vehicle driving licenses;

e) Circular No. 01/2021/TT-BGTVT dated January 27, 2021 of the Minister of Transport amending and supplementing a number of articles of Circular No. 29/2015/TT-BGTVT dated July 06, 2015 of the Minister of Transport regulating the issuance and use of international driving licenses and Circular No. 12/2017/TT-BGTVT dated April 15, 2017 of the Minister of Transport transport regulations on training, testing and issuance of road motor vehicle driving licenses;

g) Circular No. 04/2022/TT-BGTVT dated April 22, 2022 of the Minister of Transport amending and supplementing a number of articles of Circular No. 12/2017/TT-BGTVT dated April 15, 2017 of the Minister of Transport regulating training, testing and issuance of road motor vehicle driving licenses;

h) Articles 2, 4, 10, 12, 15, 20 and 22 of the Minister of Transport's Circular No. 05/2023/TT-BGTVT dated May 27, 2023 amending and supplementing a number of articles of Circulars related to road transport and road transport support services, vehicles and drivers;

i) Articles 1, 3 and 4 of Circular No. 05/2024/TT-BGTVT dated March 31, 2024 of the Minister of Transport amending and supplementing a number of articles of Circulars related to road transport, road transport support services, vehicles and drivers.

**Article 67. Transitional Regulations**

Persons who are absent or fail in the examinations before the effective date of this Circular may reserve the results of the contents passed in order to register for the driving test after the effective date of this Circular and shall be granted a driving license according to the class of the new driver's license. re-issuance specified in Clause 3, Article 89 of the Law on Road Traffic Order and Safety.