

**Procedure 9: Grant permit to oversea Vietnamese, foreign organizations and individuals who carry out study, collection of intangible cultural heritages.**

**1. Implementation order:**

- Oversea Vietnamese, foreign organizations and individuals who apply for study, collection of intangible cultural heritages shall send the dossier to the Director of Hanoi City Department of Culture and Sports.

- Within 20 working days, since the date of receiving the application, the Director of Hanoi City Department of Culture and Sports is responsible for considering the granting of license. In case of refusal, the reasons must be clearly stated in writing.

**2. The implementation methods**

- Directly submit the dossiers at the section of dossier receiving and result giving of Hanoi City Department of Culture and Sports, No.47 Hang Dau, Hoan Kiem, Hanoi

- Through postal system

**3. The components, quantity of dossiers**

**\* *The document components consist of:***

- Application for the granting of license for the for study, collection of intangible cultural heritages (Form of Appendix I promulgated in attachment with the Decree No.01/2012/ND-CP dated 04 January 2012 of the Government)

- The project for researching, collecting the intangible cultural heritages (form of Appendix II promulgated in attachment with the Decree No.01/2012/ND-CP dated 04 January 2012 of the Government).

**\* *Quantity of documents:*** 01 (set)

**4. Settlement period**

Within 20 (twenty) working days since the date of receiving full and legitimate documents

**5. The agency that implement administrative procedures**

- The agency that has desicive authority: Hanoi City Department of Culture and Sports

- The agency that directly carry out the administrative procedures: The Division of Heritage Management - Hanoi City Department of Culture and Sports

**7. The results of administrative procedure execution**

Administrative decision

**8. Fee, charge**

None

**9. Name of the form, declaration**

- The application for the license of study, collection of intangible cultural heritages (Form of Appendix I promulgated in attachment with the Decree No.01/2012/ND-CP dated 04 January 2012 of the Government)

- The project for researching, collecting the intangible cultural heritages (form of Appendix II promulgated in attachment with the Decree No.01/2012/ND-CP dated 04 January 2012 of the Government).

#### **10. The requirements, conditions for administrative procedures execution**

None

#### **11. Legal basis of the administrative procedures**

- Law on cultural heritage No.28/2001/QH10 approved by the National Assembly of Socialist Republic of Vietnam Term X, Session 9 on 29 June 2001

- The law on amending, supplementing some articles of the law on cultural heritage No.32/2009/QH12 approved by the National Assembly of Socialist Republic of Vietnam Term XII, Session 5 on 18 June 2009.

- Decree No.98/2010/ND-CP dated 21 September 2010 of the Government, regulating in details the implementation of some Articles of the Law on cultural heritage and the law on amending, supplementing some articles of the law on cultural heritage.

- Decree No.01/2012/ND-CP dated 04 January 2012 of the Government on amending, supplementing, replacing or canceling the regulations relating to the administrative procedures of the management functions of the Ministry of Culture, Sports and Tourism.

Location, date.....month.....year....

## APPLICATION FOR

### A license to research on and collect intangible cultural heritage

To:

- The Minister of Culture, Sports and Tourism of the Socialist Republic of Vietnam (*in case that research and collection sites carried out more than one province/city under national/governmental authority*)

- *The Director of Department of Culture, Sports and Tourism of Hanoi City*

1. Name of applicant (Organization and/or Individual (*in capital letters*)): .....

- Date of birth (*for individual*): .....

- Nationality (*for individual*): .....

- Passport (*for individual*): No.: ..... Date of issue: .....

- Place of issue: ..... Date of expiry: .....

- Address (*headquarter of organization/residential address of individual*):

...../Tel.....

2. Legal representative (*of organization*)

- Full name (*in capital letters*): .....

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- Position: .....

- Nationality: .....Tel: .....

3. Types, objects of intangible cultural heritages that are applied for research and collection:

4. Research and collection site:

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6. We propose that the Minister of Culture, Sports and Tourism/the Director of Department of Culture, Sports and Tourism issue a license for the research on and/or collection of intangible cutulra heritage.

6. We hereby commit: To take full responsibility for the accuracy of the content of this application and we will undertake the research and collection in accordance with Vietnamese laws.

*Signed, sealed, and name (in case of organization)*

*Signed, sealed and full name (in case of individuals)*

