**Procedure for adjusting investment projects in case of full divison, partial division and merger of investment projects**

1. **Forms of full division, partial division and merger**

- Full division or partial division of the investor’s project that is being executed into two or several projects;

- Merger one or more of projects of such investor and one investment project of such investor.

**2. Conditions for full division, partial division and merger**

- The conditions for use of land prescribed by the law on land, business investment conditions (if any) and other conditions;

- It is not allowed to change any of the conditions (if any) applicable to the investor specified in the Decision on approval for investment policies or Investment registration certificate prior to the full division, partial division or merger of the investment project;

**3. Procedures**

**3.1. For an investment project that has been approved for its investment policies**

**- Application composition:**

+ An application form for adjustment *(template A.I.11.d specified in Circular no. 03/2021/TT-BKHĐT)*;

+ Report on the project’s progress by the time of full division, partial division or merger; investor’s decision on full division, partial division or merger of the project or another equivalent document;

+ Documents on the investor’s legal status; a copy of the Investment registration certificate or Decision on approval for investment policies (if any);

+ A copy of the Decision on investor approval (if any);

+ Explanation or documents relating to the adjustment of the contents.

**- Number of application dossiers:**

+ Project subject to approval for their investment policies by the Prime Minister: submit 08 sets to the Ministry of Planning and Investment.

+ Project subject to approval for their investment policies by the city People’s Committee: submit 04 sets to the Department of Planning and Investment.

**- Processing time:**

+ Project subject to approval for their investment policies by the Prime Minister: 40 working days from the receipt of the valid application.

+ Project subject to approval for their investment policies by the city People’s Committee: 32 working days from the receipt of the valid application.

*(Processing time does not include the time for transferring dossiers between agencies)*

**3.2. For project that has been issued with the investment registration certificate and not subject to approval for its investment policies** **or has had its investment policies** **approved in a case other than the case specified in Clause 3 Article 41 of the Law on Investment**

**- Application dossier:** the same application composition specified at 3.1

**- Number of application dossiers:** submit 01 set to the Department of Planning and Investment..

**- Processing time:** 10 working days from the receipt of the valid application.