



# Global Mobility Services

Aligning your workforce and business strategy



KPMG in Vietnam

# Why KPMG

- KPMG Vietnam's Global Mobility Services ("GMS") builds trusted relationship and delivers value with more than 60 professionals in three offices Hanoi, Danang and Ho Chi Minh City and serve over 300 clients across Vietnam.
- We combine extensive experience and technology enabled tools to offer variety of services that meet your needs.
- We maintain a strong network with relevant authorities and work with them with transparency and integrity.
- We look beyond tax and immigration compliance status and your workforce experience, and provide you with recommendations and actions to enhance your compliance status during your operation in Vietnam.

## PIT services

KPMG is dedicated to help companies and taxpayers better manage their tax strategies and compliance. Our teams are experienced in establishing processes and procedures to assist with your withholding and reporting requirements. We can provide you with a "health check" to review your current processes, make recommendations to help minimise over reporting and over payment of tax, and assess areas of incorrect reporting. KPMG provides advisory services that can help achieve long-term tax savings for both income tax paying bodies and individual taxpayers.

### **PIT compliance services – Managing tax compliance obligations**

- Assist with monthly/quarterly/annual PIT and other statutory employment contribution compliance of organisations and individuals
- Shadow payroll calculations for employees remaining on home country payroll
- Compulsory insurance calculations for employees with local employment contracts
- Providing tax returns/ payment instructions

### **PIT review**

- Reviewing the tax calculations and statutory documents prepared by your personnel prior to the submission of the documents to the Tax Authorities
- Identifying any omissions and non-compliance in the determination of taxable income, tax

position of benefits and deductible items and providing recommendations and rectification guidance for your personnel

### **PIT Advisory Services – Strategic tax planning and maximising tax savings**

- Outlining strategies that you may wish to adopt when restructuring income packages to optimise tax cost and statutory compliance benefits
- Implementing ideas and methodologies which you choose to adopt including development of policies, procedures and documents to help establish recommended tax and employment cost efficient structures
- Applying for tax exemption and/or claims as tax non-residents of Vietnam under Double Tax Agreements

### **Dispute resolution and controversy services**

Dealing with tax audit, tax dispute can mean uncertainty and complexity. KPMG has the experience to help you take control of the tax audit/dispute resolution process with the following services:

- Pre-tax audit preparation (tax audit strategy, tax compliance health check)
- On-site tax audit support
- Post tax audit review
- Tax dispute resolution

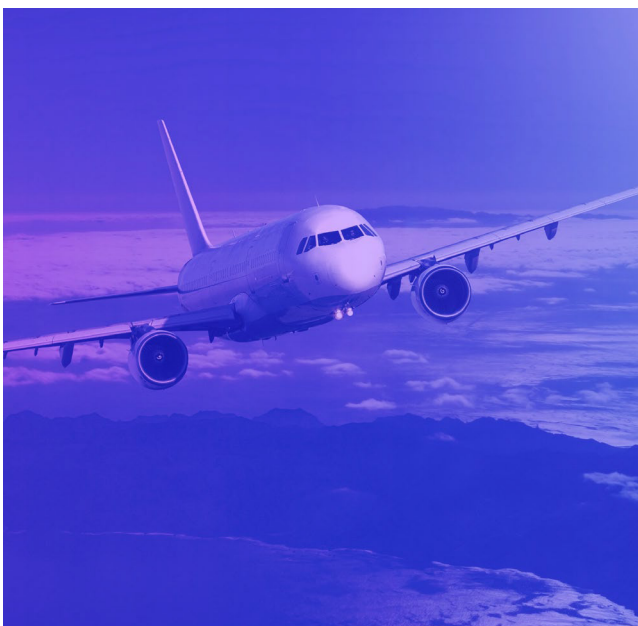
## Other PIT services

- Arrival/Departure Consultation briefings for new assignees or departing assignees
- Conduct training and provide resources specifically designed and customized for the effective understanding of the current regulations, practice and future changes by tax authorities

## Payroll services

Our professionals can help companies identify payroll and employment tax issues early and help resolve them before they escalate into significant tax problems. This includes assistance in identifying, quantifying and recovering payroll tax overpayments, complying with employment tax requirements during restructuring or related M&A transactions, and mitigating penalties for payroll-related assessments. Our professionals can provide day-to-day assistance on various types of payroll and payroll-related issues, which includes:

- Payroll set up, transition or transformation
- Payroll processing and reporting, including statutory employment tax reports, employment cost reports and other employment related reports
- Review payroll reporting system, identify issues and recommend solution for improvement and efficiency



## Immigration services

In an increasingly global marketplace, opportunities for your business can emerge anywhere. We recognize that your company needs to be in the right place at the right time and be compliant with local regulations. With global reach, local intensive experience and suite of immigration technology tools, our teams will assist to streamline the administration of immigration cases, mitigate risk and provide the insights needed to help meet your organizational goals

### Immigration compliance services

- Support to obtain necessary work permits, visas and resident permits for foreign employees to work legally in Vietnam including advice on relevant documents for immigration compliance
- Support in fulfilling relevant labour reporting requirements
- Immigration clearance support post assignment

### Immigration advisory services

- Identifying potential immigration implications relating to the company's mobility policies and advise on potential improvements/solutions relevant to the Business operations in Vietnam
- Proposing appropriate and practical solutions to minimise the risk as well as reinforce the company's immigration compliance status
- Assessing the possibility for the assignment and the impact of immigration requirements on assignment schedule and mobility plan and the ability to work in Vietnam

### Immigration audit support

- Reviewing Immigration compliance documents to evaluate compliance status of the businesses in advance of the audit
- Providing advice on how to minimize and/or mitigate the immigration implications identified and determine the level of risk according to applicable regulations as well as practical approaches
- Providing technical review and support during and following a labour audit and provide advice in responding to matters raised as well as working with the businesses to devise the most appropriate response and solution



# Contact us

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