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## **1. Unit: Project Department**

## **2. Capacity - Experience**

### **2.1. Organizing Events - Public relations**

The Project Department has equipped itself a lot of experiences in organizing seminars, conferences, and exhibitions, etc over its 5 years' operation. In order to support business community in improving business capacity, the Project Department has become a bridge among Ministries, Departments, Industries from central to local levels and solution providers to business community through seminars, conferences and exhibitions.

"Aimed at what businesses need, not what it has" – with such a slogan, besides the activities within the Project frame, state Project assigned by VCCI, the Project Department has actively connected with businesses to coordinate and organize specific events, benefiting both partner businesses and the business community.

### **2.2. Organizing Training - Education - Consultation**

The Project Department is experienced in training human skills and management skills with each staff having organization experience in international seminars/conferences such as Apec 2006, Doing Business 2006, ASEM 5, etc. With the duty to share knowledge, experiences and actual skills, the Project Department pays attention to the demand and quality of trainings and such of the learners so as to provide the training contents and methods, suitable and attractive and of high quality based on particularity and nature of each organization or business.

With a flexible, modern and continually innovative training method, the Project Department has proved its capacity and training quality through the confidence and loyalty of businesses. Furthermore, its experienced staff providing practical training courses and strategically connecting top senior experts in economics, finance, and law, etc bring to individuals and organization nationwide training courses, helping to broaden knowledge and enhance capacity.

### **2.3. Organizing Researches - Studies - Surveys**

The Project Department implements studies/surveys of nationwide/local level and upon request of businesses. The survey results not only support the State in making timely business- aiding policies but also helps businesses recognize the situations, providing appropriate solutions for overcoming economic crisis period.

### **High quality experts**

The Project Department believes and commits to developing long-term relationships with its clients to provide efficient solutions and to meet actual demands of clients. Its network of international experts, experts from Ministries, Departments, Industries, Universities provide consultations for events and develop training programs, supporting businesses in the application of information and knowledge to their business

### 3.- Achievements

With continuous efforts of its staff, with the aim to enhance the awareness of business community in areas such as information technology application, update of new Tax and Customs policies, etc for business capacity improvement, the Project Department has been cooperating with its partners to implement a series of seminars, training courses and surveys to business nationwide. The Project Department's activities always updates and confidences in the application of information technology to integration and development.

From 2005-2010: Successfully implementation of Project 191 "Supporting businesses in the application of information technology to integration and development".

Since 2011: Implementing the Project "Enhancement of business management skills for Vietnamese Small and Medium Businesses (SMEs) through the application of information technology for the period 2011-2013".

Since the year 2012: Implementing the Project "Analasys, assessment and recommendations of corporate financial risk-preventing solutions" and the Project "Supporting SMEs in controlling corporate finance to improve the efficiency of capital use in their business activities".

On average, the Project Department annually organizes 30 seminars, conferences, talks and 50 training courses nationwide in cooperation with domestic and international partners.

### 4. Partners

#### \* **Partners from Ministries, Departments and Industries**

- The Ministry of Information and Communication
- Customs General Department (Ministry of Finance)
- Tax General Department (Ministry of Finance)
- Ministry of Industry and Commerce
- Ministry of Planning and Investment
- Ministry of National Resources and Environment
- Ministry of Science and Technology

#### \* **Business partners**

- The Open Computing Alliance
- Baker and McKenzie Law Firm
- Intel Corporation Vietnam
- IBM Corporation Vietnam
- Microsoft Corporation
- OSB Company, representative of Alibaba.com
- Companies providing TVAN and digital signatures

#### \* **Local partners (in cities, provinces)**

- People's Committee
- Department of Information and Communication
- Department of Industry and Commerce in 63 cities/provinces nationwide

#### \* **Universities**

- National Administration Academy (Hanoi and Ho Chi Minh city)
- Finance Academy
- Banking Academy
- Foreign Trade University

- National Economics University

## 5. Commitments for supports and services

With local provinces, the Project Department commits to organizing events by corresponding capital at the rate:

- Local Provinces: 40%
- The Project Department: 40%;
- Businesses' contribution: 20%

provided that there should be a cooperation agreement and plans have been made at the beginning of the year.

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