

**REGULATIONS ON CONSTRUCTION MANAGEMENT  
IN Long Hau Industrial Park  
(EXISTING AND EXPANSIVE)**

**1 - GENERAL PROVISIONS**

- 1.1 This provision aims to guide individuals and organizations participating in the planning, design and construction of the plant in Long Hau Industrial Park (Long Hau Industrial Park).
- 1.2 This provision shall apply to all areas within the boundaries of Long Hau Industrial Park, both areas invested by Long Hau Industrial Park and public works.
- 1.3 The planning, design and construction of the factories in Long Hau Industrial Park must comply with Vietnamese existing regulations and standards, Long Hau Industrial Park's planning as well as ensuring overall aesthetic look.
- 1.4 This provision is considered legal and integral of the land lease contract in Long Hau Industrial Park.
- 1.5 Special cases that have not been mentioned in this regulation shall be amended or supplemented in practice based on the current Vietnamese regulations, standards and conditions special to Long Hau Industrial Park.

**2 -PRE-CONSTRUCTION PROCEDURES**

Before implementing new construction, repair and renovation of work, the investor must complete the following procedures:

**2.1 Submit design documents for approval and asking for Construction Permits**

- 2.1.1 The the lessee sends to Long Hau Corporation a design document of perspective, master plan, elevation, section of main and auxiliary works, the connection positions between infrastructure of factories and the general infrastructure of the IP to consider the suitability of planning and construction regulations in the IP.
- 2.1.2 After the designs of perspective, master plan, elevation, section of main and auxiliary works, setback, the connection positions between infrastructure of factories and the general infrastructure of the IP have been approved by Long Hau Corporation, the investor shall complete the design, follow the procedures of submitting design documents and asking for the Construction Permit in LAIZA.

- 2.1.3 Long Hau Corporation shall guide the investor about the required documents and procedures of submitting design documents and asking for the Construction Permit
- 2.2 Appraisal and approval of designing Fire Fighting and Prevention, Assessment of environmental impact**
- Long Hau Corporation shall guide the lessee about the required documents and procedures of appraising, approving design documents of Fire Fighting and Prevention, Assessment of environmental impact (or Commitment to environmental protection)
- 2.3 Construction registration in Long Hau Industrial Park and expansive Long Hau Industrial Park**
- Before starting construction, the lessee must hand in these following documents to Long Hau Corporation:
- 2.3.1 Construction Permit issued by LAIZA, attached with 01 approved design document (original or certified copies).
- 2.3.2 Approved document of designing Fire Fighting and Prevention, Assessment of environmental impact (original or certified copies).
- 2.3.3 Contact lists, addresses and phone numbers of contractors participating in the construction.
- 2.3.4 Registration of temporary residence for officers, workers at the site, to be submitted to the local police.
- 2.3.5 Commencement notification from the investor, work organization plan; estimated rate of progress;
- 2.4 Pay a deposit**
- 2.4.1 The the lessee must pay a deposit of 100,000,000 VND to ensure that the construction shall not cause any damage to public works in Long Hau the IP.
- 2.4.2 Contractors participating in construction are just allowed to implement their construction by Long Hau Corporation after the lessee pays the deposit. The settlement of that amount shall be applied according to section 4.3 – Repairing, repairing damages, Section 4 – Construction implementation of this Regulation. In case the lessee starts construction without paying the deposit, Long Hau Corporation is entitled to refuse providing services like power supply, water supply,... without prior notice.

### **3 - PLANNING & DESIGN MANAGEMENT**

- 3.1 Design boundary, Building density, The average height of stories**
- 3.1.1 Design boundary is the boundary of land hand-over in the official document of land hand-over of Long Hau Corporation to the Land The lessee.
- 3.1.2 Building density is the total areas of covered works over the total area of leased land. In which: The building density in Long Hau the IP and extensive Long Hau the IP does not exceed 70% (Depending on the area of land and the height of works).
- 3.1.3 Average height: From 02 to 05 stories.
- 3.1.4 Height of infrastructure works**

- 3.1.5 Coordinate system applied in Long Hau the IP is the Hon Dau national coordinate system.

*Regulations on height in Long Hau the IP as follows:*

NO.	Content	Altitude (m)	Note
1	The altitude of grading at the time of handing over the lease land for investors	+1,800	
2	The average complete altitude of centre line of streets in Long Hau Industrial Park. The altitude of complete edge of streets	+2,570 + 2,450	The slope is 2% equal to the road surface
3	The altitude of complete top sidewalk.	+ 2,600	
4	The complete foundation altitude of the factory, office, security station...	≥ +2,700	
5	The altitude of complete internal streets and ground inside the fence of the factory	From +2,470	The altitude of internal streets is 10 cm lower than that of internal streets of the IP.

- 3.1.6 The altitude of bottoms of sewers or drainage in the factory must be higher than that of general drainage system in manhole cover of the factory to be connected.

### **3.2 Setback, Setback space**

- 3.2.1 The construction setback is specified from the boundary of the site to the outer edge of the covered works, the absolute distance that no solid work is allowed.
- 3.2.2 But this can be used for building internal roads, safety corridors for fire fighting and prevention, parking, trees planting.
- 3.2.3 Setbacks for construction of roads in the industrial park are regulated as follows:

NO.	Content	Construction setback (m)
1	The width of setback bordering Long Hau, Central Road.	≥ 8
2	The width of setback bordering Street No. 1, Street No. 2, Street No. 3.	≥ 6
3	The width of setback bordering Street No. 4, Street No. 5, Street No. 6, Street No. 7, Street No. 8.	≥ 6
4	The width of setback bordering the boundary of land hand-over along river and canal...	≥ 20



### 3.3 The execution of pile foundation

- 3.3.1 5 days before executing the pile foundation for the works, the lessee must contact Long Hau Corporation's Technical Department to make agreements of construction plan to prevent the influence to neighboring works; it is implemented only after being approved.
- 3.3.2 In order to ensure the environmental cleanliness and minimize the vibration to neighboring buildings, the investors are not allowed to implement pile foundation construction by means of hammering (driving). In case the lessee implements piling construction at their own will, Long Hau Corporation is entitled to suspend, temporarily stop supporting services and shall refuse to confirm the documents of building acknowledgement.

### 3.4 Trees /grass cover

In each project, there must be a minimum of 20% vegetation in the area.

### 3.5 Advertising billboard /PR

The installation of billboards or instructions must be approved by the IP and in accordance with the law.

### 3.6 Fence

- 3.6.1 The the lessee in the IP must build a fence along the boundary of leased land. The height of the fence shall not be over 2.5 m from the altitude of complete sidewalk. The fence (above ground and the underground) is not allowed to encroach outside the leased land.

- 3.6.2 The fence neighboring the internal roads of the IP: from over 1m, it must be built with openings (allowing over 60% of view) and suitable to the general look of the IP. The covered part of the fence cannot be higher than 1m;
- 3.6.3 It is not allowed to place open power cords as security measures on top of the wall.
- 3.7 Gate of the factory:** only open to collecting roads or internal roads of the IP.
- 3.7.1 The minimum main gate must be 7m. All access to the land must be at least 25 m from the junctions, intersections of public roads. This distance must be calculated from the intersection point of the nearest curb of the junction, intersection to the nearest gate. The access of land must ensure safety and aesthetic look of the IP.
- 3.7.2 Setbacks of works opposite the main gate are at least 15m, and the setback must be over 4 times the width of gate.
- 3.7.3 In case the entrance goes over the underground system of the IP, the lessee must implement the structure, considering protection of the underground works according to the design of the IP.
- 3.8 Lighting**
- To ensure safety and security, units working in the land must install the lighting system within the areas of factory building.
- 3.9 Power supply system**
- 3.10.1 The the lessee must spare suitable areas within the land to install low-voltage stations and/or outside lighting facilities according to standards proposed by the Power Authority.
- 3.10.2 Requirements for power supply, connection technique, location and the construction of low-voltage stations must be agreed by Long An Power Co. After being approved, the lessee shall bear the construction costs.
- 3.10 Water supply system**
- 3.10.3 The the lessee's demand on water supply for living purpose and production as well as the quality of water shall be met according to the standard regulations on water supply of Water Works Plant for Long Hau the IP.
- 3.10.4 Locations of water meter, used water flow and techniques of connecting water pipelines of the factory in the general system of Long Hau Industrial Park must be discussed and agreed by Long Hau Corporation. After the factory submits the requirement paper, Long Hau Corporation shall install the meter and the pipelines.
- 3.10.5 Underground water: Units are not allowed to drill wells to exploit underground water within the areas of Long Hau the IP.
- 3.10.6 Factories must design and build water supply system in their own land meeting these following requirements:
- 3.10.6.1* Each factory is allowed to connect to the main water supply of Long Hau Corporation in one location. Long Hau Corporation shall arrange an underground meter. That underground meter must be located at a position convenient for installation, reading figures, maintenance, security protection, and this cannot be more than 20m from the boundary along Long Hau Corporation road.
- 3.10.6.2* It is not allowed to put pumps to enhance flows from the water supply system of Long Hau Corporation.

3.10.6.3 Each factory needs to build its own tanks to ensure the water reserve to serve their operation, fire fighting and fire prevention.

**3.10.1 Drainage of rain water and wastewater**

The design, arrangement and construction of water drainage system of factories must abide by the masterplan of Long Hau Industrial Park. This design must be approved by Long Hau Industrial Park before construction, and confirmed before use.

3.10.2 Factories must have two separate water drainage systems for surface water (rain water) and wastewater (for industry and living purpose). Each factory is allowed to connect only one point into the wastewater collection system of Long Hau Corporation.

3.10.3 The altitude of ditch bottoms of surface water & wastewater of factories must be in line with with general altitude of Long Hau Industrial Park, at least 20 cm higher than the general ditch bottom.

3.10.3.1 Wastewater from industry and sewage systems of the factories must be treated before going into the water collection system of Long Hau Industrial Park. The treated wastewater must comply with Long Hau Industrial Park's prescribed limits. The unqualified treated wastewater is strictly prohibited to be discharged into the water collection system of Long Hau Industrial Park.

3.10.3.2 Each factory's local sewage system must include a manhole for samples collection (see instruction in blueprint) at its ending point before joining Long Hau Industrial Park's system. The manhole is nearby the fence and outside the factory (conveniently positioned) to facilitate observation and collection of samples for wastewater testing.

3.10.3.3 Long Hau Corporation's altitude of wastewater pipeline joining points at collecting manholes is +1.58. (Hon Dau)

**3.11 Traffic and parking**

3.11.1 Parking lots for vehicles of employees, guests, and raw and working materials or products transporting must be assigned within the factory's land. Any use of pavement, roadway, and the public separators for parking or any other purposes must be approved by Long Hau Corporation.

3.11.2 Moving vehicles to and from construction sites and factories must comply with traffic laws and other traffic regulations of Long Hau Industrial Park. Transportation speed of vehicles on the IP's internal streets must abide by traffic signs. No scattering sand or dirt or waste on the streets is accepted.

3.11.3 Drivers, riders, and pedestrians must comply with traffic lights and signs. Drivers and riders must keep to their defined lanes and do signaling before making turns or pulling over.

3.11.4 For safety reasons, riders must keep to their regulated lane or keep to the right hand side of the road.

3.11.5 All means of transportation must not park along both sides of the road except in the allocated areas.

3.11.6 In case of irresistible situations, the lessee shall inform Long Hau Corporation to obtain parking approval at the public space for a certain period of time. Drivers must follow all instructions from Long Hau Corporation's security department.

3.11.7 Honking is advised to be kept minimal for reduction of noise pollution and distraction.

- 3.11.8 The Board of Management has the rights to delay/ refuse the transportation of any individual or vehicle considered to be a danger to other road users within the IP.
- 3.11.9 Goods transported must be secured by tightly fastening onto the carriers. The Board of Management has the rights to refuse entry except for allowed cases.
- 3.11.10 Fork-lift trucks are banned from moving goods in public areas.

### **3.12 Fire protection**

- 3.12.1 Fire protection and lightning resistance of factory designs must comply with current regulations and be approved by governing body of fire protection prior to construction.
- 3.12.2 The investor shall take responsibilities for fire protection of the factory.
- 3.12.3 Fire protection security corridors are not allowed for any other purposes.

## **4 – CONSTRUCTION IMPLEMENTATION**

### **(Construction only proceeds as building permit is available)**

During the building period, the lessee must ensure all construction participants to abide by the following regulations:

#### **4.1 Do not affect other areas**

- 4.1.1 All construction participants must fence the work-in-process with sheets of minimum 2.5 meter high and assuring aesthetic look.
- 4.1.2 Construction participants must guarantee the building safety standard and environment hygiene. Smoke, dust, wastewater, and noise must not harm the neighboring areas.
- 4.1.3 Not later than 03 days after the ground breaking ceremony, main contractors must complete setting up technical drawing for temporary shelters, stock pile, toilets, wastes gathering point, living water drainage arrangements for the construction site and submit to Long Hau Corporation for approval.
- 4.1.4 All acts of construction are allowed within its area. When the lessee demands to temporarily put in use any external precinct for building purposes, the construction units must achieve prior consent of Long Hau Corporation.

#### **4.2 Inspection during construction process**

- 4.2.1 Long Hau Corporation regularly examines the construction permit, instructs and assists on locating the building, constructing underground structures, and connecting infrastructure works such as electricity, drainage, water supply, transportation, communications, etc.
- 4.2.2 Long Hau Corporation shall report breaches in writing and deal with the case within its assigned authority and under the terms and conditions of land lease contract; if the case goes beyond Long Hau Corporation's authority, it shall be addressed to LAIZA and Long Hau Corporation shall then recommend solutions.

#### **4.3 Damages repair and covering**

- 4.3.1 During construction process, should public structures within Long Hau Industrial Park territory be damaged by construction units, immediate repairs must be performed. In case no repair is done 5 days after the report, Long Hau Corporation shall subtract the deposit to proceed the repair, the financial cost of which shall be fully charged to the

construction units. In case the repair exceeds the deposit, the construction units must pay for the repair in full.

- 4.3.2 Deposit shall be refunded (without interest included) after Long Hau Corporation has finished inspection and certified that surrounding structures remain unharmed during the construction, or damages have been fully repaired on completion.

## **5 - Post-construction module procedure**

### **5.1 Building completion**

- 5.1.1 After completing the construction, relevant units must clean up the area, roads, and ditches; altitude of used lands must be recovered. Also, curbs and edges must be reconstructed; damages to public structures must be repaired (if any).
- 5.1.2 The lessee shall record the building inspection by regulations and submit to LAIZA, and inform in writing to Long Hau Corporation on constructing completion.
- 5.1.3 The lessee must compose as-built document and proceed acceptance procedure with related contractors and inform to Long An Industrial Zones Authority (LAIZA) in writing about the constructing completion for LAIZA to conduct inspection and confirmation before going into operation.

### **5.2 Construction preservation after putting in use**

- 5.2.1 The lessee must guarantee all items of the construction to be in good and safe condition. All building items and activities inside the construction must not cause any harm for users, laborers, guests, and neighboring factories.
- 5.2.2 No raw materials, finished products, machines, and equipments are allowed to put leaning on the territory fence.

### **5.3 Regular maintenance**

The lessee shall perform or require the contractors to remain cleanliness at the workplace; industrial wastes must be collected and disposed regularly. Living trees and decoration must be trimmed for aesthetic look and people shall not be disturbed. The lawn must remain fresh and green.

### **5.4 Authority to access repairs**

If any endangered construction is likely to risk nearby or public structures, Long Hau Industrial Park shall inform the lessee to conduct the repair. In case the lessee disregards Long Hau Industrial Park's command, the IP shall hire another contractor to repair the endangered construction. The lessee shall later be charged with all related fees including 25% add-on cost for management.

### **5.5 Construction repair and refurbishment**

- 5.5.1 The lessee is not allowed to change the site architecturally and structurally other than the approved construction permit.
- 5.5.2 When it comes to necessary repair, reform, or building of more items in the leasing land area, the lessee must inform the IP Board of Management and fill in the request for repair, implementation, and reform, then submit Long Hau Corporation and LAIZA for approval.



## **6 - PROCEDURE ORGANIZING**

### **6.1 Responsibilities**

Investors, construction units, relevant organizations and individuals in charge of designing, planning, and constructing factories in Long Hau Industrial Park as well as units making use of the IP infrastructure must comply with these regulations.

### **6.2 Procedure check**

Long Hau Industrial Park shall conduct the checking to ensure that regulations are abided by. All violation must be recorded in writing in a timely manner.

### **6.3 Sanctions for violation of rules**

6.3.1 Call to attention and require repair for consequences caused by breaches (with specific deadline as stated in records)

6.3.2 In case the relevant units continuously refuses to make repairs, the following measures shall be applied:

6.3.2.1 Suspension of the supply of business, manufacturing, and trading facilities

6.3.2.2 Suspension of construction activities

6.3.2.3 Suspension of transportation (to vehicles)

6.3.2.4 Suspension of certification of as-built document

6.3.2.5 Termination of the land lease contract; proposal to retrieve the Investment License

6.3.2.6 Any case beyond the authority of Long Hau Industrial Park shall be transferred to authorized agencies in accordance with the Laws.

Considering the violation, one or more measures shall be applied until the party agrees to perform its repairs to damage.

**LONG HAU CORPORATION**  
**GENERAL DIRECTOR**  
**(signed)**

**ĐOÀN HỒNG DŨNG**



