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Notification 1423 regarding the update of CIC number/PIN for individuals participating in SI and HI

This Alert mentioned about the responsibilities of employees and employers in updating the citizen identification (CIC) number and personal identification number (PIN) for individuals participating in social insurance (SI) and health insurance (HI).

On 12 March 2025, the Ho Chi Minh City Social Insurance Agency has issued the Notification No. 1423/TB-BHXH (Notification 1423) as following:

- Applicable subjects: employers; units/organizations managing HI participants; educational and training institutions; SI and HI collection service organizations in the city; and individuals participating in SI and HI.
- Required actions: review the list of employees participating in SI, HI and update the CIC number/PIN by creating electronic file 608. This file sent to the managing SI agency must include photos of the original CIC card/notification of the PIN of the employee.
- Deadline: before 31 March 2025 at the latest.
- After the above mentioned date, employees that have not updated the CIC number/PIN will be subject to suspension for activities related to SI and HI, such as issuing SI books, HI cards; confirming contribution processes; issuing SI papers, etc. This suspension, if it affects the rights to SI and HI, will be fully at the responsibility of related units and participants.

The requirement to update the CIC number/PIN mentioned above stems from Decision No. 06/QĐ-TTg⁽¹⁾ and Official Letter No. 1147/BHXH-TST⁽²⁾. The above regulations aim to synchronize data between the national population database and the national insurance database, ensuring the gradual replacement of personal documents based on the integration and verification of personal information into the national population database, so that only the CIC card and the national electronic identification application of the Ministry of Public Security need to be used.

We recommend that readers refer to the regulations in this document to take urgent action to ensure that the rights of employees are not interrupted after 31 March 2025.

⁽¹⁾ Decision No. 06/QĐ-TTg dated 6 January 2022 of the Prime Minister approving the project to develop applications for population data, identification, and electronic verification to serve national digital transformation in the period 2022-2025, with a vision to 2030.

⁽²⁾ Official Letter No. 1147/BHXH-TST dated 4 May 2022 of Vietnam SI Agency regarding the declaration of CIC number/PIN when submitting applications for participation in SI and HI.



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