

清 祿

Ching Luh

Newcomer information

Chingluh Nike Division

Table of Contents

General Information of Vietnam 03-04

Dress code 05

Airport pick up information 06

VH Layout 07

Dorm Pictures 08

1. General Information of Vietnam:

- a. Location: Vietnam is located on the eastern side of the Indochinese Peninsula, with its eastern coast facing the South China Sea. It shares borders with Laos (1,555 kilometers) and Cambodia (982 kilometers) to the west, and borders China (Guangdong, Guangxi, and Yunnan provinces) to the north (1,463 kilometers). It is also bordered by the sea to the south, facing Malaysia.
- b. Area: The total area of Vietnam is 329,600 square kilometers, ranking 58th in the world (approximately 9.3 times the size of Taiwan). Three-quarters of the country's area is covered by mountains, with a water area of about 6,600 square kilometers. The total length of land borders is 3,818 kilometers, and the coastline stretches for 3,260 kilometers.
- c. Topography: Vietnam has an elongated S-shaped territory and can be divided into three natural geographic regions: the Red River Delta in the north, the Central Highlands in the central region, and the Mekong Delta in the south.
- d. Population: Vietnam has a population of over 78 million, ranking 13th in the world. It consists of 54 ethnic groups, with the Kinh ethnic group being the majority, accounting for approximately 87% of the population. Other ethnic groups include the Tay with 1.2 million people, the Thai with 1.04 million people, the Hmong with 910,000 people, the Hoa (Chinese) with 900,000 people, the Khmer with 890,000 people, and the Muong with 700,000 people, among others.
- e. Capital: The capital of Vietnam is Hanoi (approximately 2.6 million people). Formerly known as Saigon, Ho Chi Minh City is located in southern Vietnam and was the capital of Vietnam (nearly 9 million people).
- f. Political System: Vietnam is a socialist communist country. It is divided into 57 provinces and four municipalities: Hanoi, Ho Chi Minh City, Hai Phong, and Da Nang. Below the provinces and municipalities are districts and counties. Each level of government has a People's Committee and People's Council.
- g. Language: Vietnamese is the official language, chosen from among the 54 national

languages. Besides Vietnamese, many people also have some knowledge of Chinese, English, and French. Cantonese is also common among the Chinese community.

- h. Religion: Vietnam allows religious freedom. The majority of the population practices Mahayana Buddhism, accounting for about 53% of the religious population. Catholicism comprises about 40%, while Taoism represents 6% (including two major sects: Caodaism in Tay Ninh Province and Hoahaoism in An Giang Province). There are also small communities of Christians and Muslims, making up about 1%.
- i. Time Difference: Vietnam is 1 hour behind Taiwan.
- j. Climate: In southern Vietnam, there are only two seasons, rainy and dry. The rainy season lasts from May to October, while the dry season lasts from November to April. The temperature ranges from around 20°C to 33°C. October has shorter days and longer nights, while April has shorter nights and longer days. December is the coolest month. In northern Vietnam, the four seasons are distinct. From November to March of the following year, it is the clear winter season, similar to Pingtung and Kaohsiung in Taiwan. From July to October, there are occasional typhoons and floods

2. Dress code

Please adhere to the following dress code during work hours:

No shorts, skirts, or tank tops are allowed.

Low-cut tops and ripped jeans are prohibited.

Heels higher than 5 centimeters and flip flops/sandals are not allowed.

Sports brands that compete with NIKE are prohibited

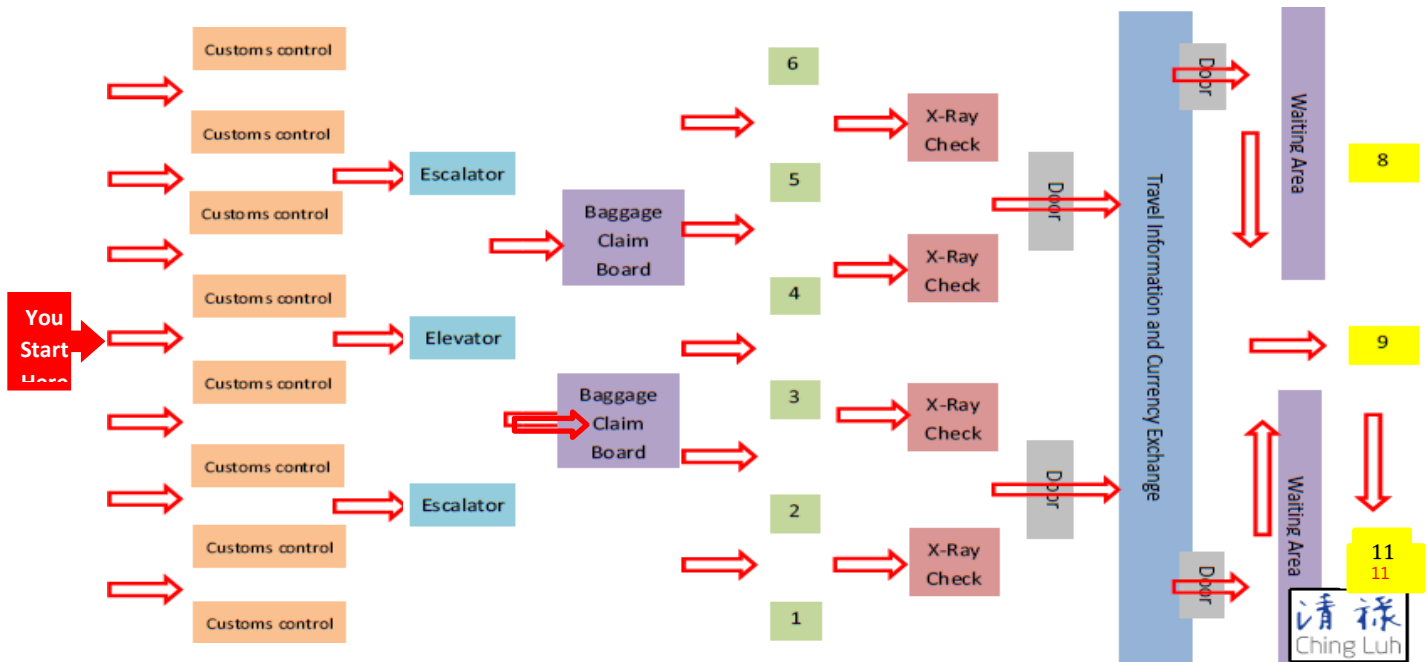
(for example: adidas, Reebok, New Balance, etc).

The lower body attire must be below the knee. Long hair must be tied up during the production line.



3. Airport pick up information

Please follow the red arrows from the leftmost point, indicated by the red marker, to locate our Airport pickup personnel upon disembarking. Please carefully read and follow the instructions in the 7-step guide until you reach the Airport pickup personnel



Step 1. Customs
 1. Have your passport and visa ready.
 2. Ignore any requests for tips from customs officials.
 3. Do not use your mobile phone during customs inspection.

Step 2. Take the Elevator/Escalator
 After passing through customs inspection, proceed to take the elevator or escalator downstairs.

Step 3. Baggage Claim
 Check your flight number on the display screens at the baggage claim area. Find the carousel assigned to your flight and wait for your luggage there.

Step 4. Baggage Retrieval
 Wait at the designated baggage carousel shown on the screen. Keep your boarding pass handy in case of lost luggage. If your luggage is missing, go to the Lost & Found counter immediately.

Provide the following information:
 Address: Khu Cong Nghiep Thuan Dao, Huyen Ben Luc, Tinh Long An Company
 Name: Congty TNHH Giay Chingluh VietNam
 Recipient's Name: Ta Minh Hue Recipient's
 Contact Number: 0906-132-608 Keep all relevant documents for assistance in locating your lost luggage.

Step 5. X-ray Inspection
 All your checked luggage and personal belongings need to go through X-ray inspection again here.

Step 6. Currency Exchange
 In this area, you can exchange foreign currency. Company finance department also provides this service.

Step 7. Meeting Point
 After passing through the final door, look for the pickup point, column No.11, Once you locate our pickup personnel will be there holding a pickup sign with your name and the Chingluh logo.

4. dorm rule

- a. Please handle and use dormitory facilities and items with care, and do not move or take them without permission.
- b. Any loss or damage should be compensated according to the price.
- c. Maintain cleanliness by refraining from spitting, and dispose of trash, fruit peels, and tea residue in the designated bins.
- d. Smoking is prohibited in the room.
- e. Pets are not allowed, and it is prohibited to bring flammable, toxic, or dirty items into the dormitory. Keep the dormitory clean.
- f. When leaving the room, please remember to turn off water, electricity, audio systems, TVs, air conditioners, and other electrical appliances.
- g. When using the air conditioner, close the doors and windows to prevent air leakage and save energy.
- h. Please latch the door and lock it when going out or resting in the room.
- i. Fighting, alcohol abuse, causing disturbances, drug use, gambling, and other illegal activities are strictly prohibited.
- j. Approval is required for changing dormitory rooms; otherwise, all services will be suspended and the matter will be reported to the higher authorities for handling.
- k. Dormitory residents should respect each other's privacy and refrain from discussing or spreading rumors about others.

5 · VH Layout



MẶT BẰNG VỊ TRÍ HANG MỤC TỶ LỆ 1:2000
ITEM LOCATION PLAN SCALE 1:2000

HỆ LƯỚI ĐỊNH VỊ (10m x 10m)
 SETTING OUT NET SYSTEM (10m x 10m)

- Gate 1-3
- Nurse station

6、Dorm pictures

Room



Living room area



Laundry area



