
Thai Nguyen, April 19, 2026

**INTERNAL REGULATIONS ON CORPORATE GOVERNANCE
TNG INVESTMENT AND TRADING JOINT STOCK COMPANY**

Pursuant to the Law on Securities dated November 26, 2019 and amending and supplementing documents;

Pursuant to the Law on Enterprises dated June 17, 2020 and amending and supplementing documents;

Pursuant to the Government's Decree No. 155/2020/ND-CP dated December 31, 2020 detailing the implementation of a number of articles of the Securities Law;

Pursuant to the Government's Decree No. 245/2025/ND-CP dated September 11, 2025 amending and supplementing articles of the Government's Decree No. 155/2020/ND-CP dated December 31, 2020 detailing the implementation of a number of articles of the Securities Law;

Pursuant to the Circular No. 116/2020/TT-BTC dated December 31, 2020 of the Minister of Finance guiding a number of articles on corporate governance applicable to public companies in the Government's Decree No. 155/2020/ND-CP dated December 31, 2020 detailing the implementation of a number of articles of the Law on Securities;

Pursuant to the Charter of TNG Investment and Trading Joint Stock Company;

Pursuant to the Resolution of the 2026 Annual General Meeting of Shareholders No. 185/2026/NQ-DHĐCĐ dated April 19, 2026.

The Board of Directors promulgates the Internal Regulation on corporate governance of TNG Investment and Trading Joint Stock Company.

The internal regulations on corporate governance of TNG Investment and Trading Joint Stock Company include the following contents:

Chapter I

GENERAL REGULATIONS

Article 1. Scope of regulation and subjects of application

1.1. Scope of regulation: Internal regulations on corporate governance stipulate the contents of the roles, rights and obligations of the General Meeting of Shareholders, the Board of Directors and the General Director; the order and procedures for meetings of the General Meeting of Shareholders; nomination, candidacy, election, dismissal and dismissal of members of the Board of Directors, General Director and other activities as prescribed in the company's charter and other current provisions of law.

1.2. Subjects of application: This Regulation applies to members of the Board of Directors, the General Director and related persons.

Article 2. Explanation of terms

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Unless the context otherwise specifies, the terms defined in the company's charter shall have the same meanings as those specified in these Regulations.

Chapter II

GENERAL MEETING OF SHAREHOLDERS

Article 3. Roles, rights and obligations of the General Meeting of Shareholders.

3.1. The General Meeting of Shareholders consists of all shareholders with voting rights and is the highest decision-making body of the Company.

3.2. Rights and obligations of the General Meeting of Shareholders: According to the Company's Charter and current laws.

Article 4. Order and procedures for meeting the General Meeting of Shareholders to approve resolutions in the form of voting at the General Meeting of Shareholders

4.1. Competence to convene the General Meeting of Shareholders

4.1.1. Calling the Annual General Meeting of Shareholders:

The Board of Directors convenes the Annual General Meeting of Shareholders and selects a suitable location in the territory of Vietnam, decides to meet in one of the forms: face-to-face conference, online conference or face-to-face conference combined with online.

4.1.2. Calling an extraordinary General Meeting of Shareholders:

a) The Board of Directors must convene an extraordinary General Meeting of Shareholders in the following cases:

- (i) The Board of Directors deems it necessary for the benefit of the Company;
- (ii) The number of remaining members of the Board of Directors is less than the minimum number of members as prescribed by law;
- (iii) At the request of shareholders or groups of shareholders owning 05% or more of the total ordinary shares in the cases specified in the Company's Charter and current laws; the request for convening the General Meeting of Shareholders must be expressed in writing, clearly stating the reason and purpose of the meeting, with sufficient signatures of relevant shareholders or a written request made in many copies and sufficiently collected signatures of relevant shareholders;
- (iv) Other cases as prescribed by law and the company's charter.

b) In case the Board of Directors fails to convene the General Meeting of Shareholders within the time limit prescribed in the Company's Charter, within the next 30 days, the shareholder or group of shareholders owning 05% or more of the total ordinary shares may request the Company's representative to convene the General Meeting of Shareholders as prescribed in the Law on Enterprises and the Company's Charter.

4.2. Notice of convening the meeting and making a list of shareholders entitled to attend the meeting

4.2.1. Before the meeting of the General Meeting of Shareholders, the convener of the General Meeting of Shareholders must organize a meeting to decide on issues related to the General Meeting of Shareholders such as the assignment of preparatory tasks and organizational work to the departments, uthe Company's professional department. Accordingly, the Organizing Committee of the General Meeting of Shareholders ("**Organizing Committee**") will be established to prepare and implement the work for the General Meeting of Shareholders. In addition, the convener of the General Meeting of Shareholders must determine the date of closing the list of shareholders attending ("**last registration date**"), the date of the expected meeting and the expected place and form of the meeting to serve as a basis for making the list of shareholders entitled to attend the meeting.

4.2.2. The list of shareholders entitled to attend the General Meeting of Shareholders shall be made no later than 10 days before the date of sending the invitation to the General Meeting of Shareholders.

4.2.3. The list of shareholders entitled to attend the meeting shall be made as follows:

a) The convener of the General Meeting of Shareholders shall prepare and send a dossier of notice of exercise of rights to the Vietnam Securities Depository and Clearing Corporation ("VSDC") to request VSDC to make and send to the Company a list of shareholders owning shares of the Company on the last date of registration.

b) The dossier of request for VSDC to make a list of shareholders entitled to attend the meeting shall comply with VSDC's regulations and/or instructions issued and take effect at the time of requesting the list of shareholders entitled to attend the meeting.

4.3. Announcement of the finalization of the list of shareholders entitled to attend the General Meeting of Shareholders

The convener of the General Meeting of Shareholders must disclose information on the making of the list of shareholders entitled to attend the meeting at least 20 days before the expected last registration date.

4.4. Notice of invitation to the General Meeting of Shareholders

4.4.1. The convener of the General Meeting of Shareholders must send a notice of invitation to the meeting to all shareholders on the list of shareholders entitled to attend the meeting at least [21 days] before the opening date of the meeting (counting from the date on which the notice is duly sent or sent).

4.4.2. The notice of invitation to the General Meeting of Shareholders shall be sent to all shareholders on the list of shareholders entitled to attend the meeting by a valid method (may be sent by post/courier, email, telephone message or by other means of communication to ensure that the contact address of the shareholder is reached), and at the

same time publish on the website of the Company and the State Securities Commission, the Stock Exchange where the Company's shares are listed or registered for trading.

4.4.3. A notice of invitation to a meeting shall contain the following principal contents:

- a) Name, address of the head office, enterprise code of the Company;
- b) Name and contact address of the shareholder (shown directly on the notice of invitation to the meeting or on the package containing the notice of invitation to the meeting sent to the shareholder).
- c) Time and place of the meeting;
- d) Requirements for participants of the meeting to ensure the success of the meeting;
- e) Links to all meeting documents (in case the meeting documents are not enclosed with the Notice of Meeting Invitation).

4.4.4. Agenda of the General Meeting of Shareholders, documents related to the issues to be voted on at the General Meeting shall be sent to shareholders or/and posted on the Company's website, including:

- a) The meeting agenda and documents used in the meeting;
- b) List and details of candidates in case of election of members of the Board of Directors;
- c) Voting cards/voting papers and election papers (if there is an election by secret ballot);
- d) Draft resolutions of the General Meeting of Shareholders on each issue on the meeting agenda.

4.5. Agenda and contents of the General Meeting of Shareholders

4.5.1. Preparation of the agenda and contents of the General Meeting of Shareholders

- a) The convener of the General Meeting of Shareholders must prepare the agenda and contents of the meeting.
- b) The meeting agenda must clearly define the expected time for each procedure of the meeting and each issue in the contents of the meeting.
- c) The contents of the meeting ("**Agenda**") must be matters under the competence of the General Meeting of Shareholders, accompanied by explanatory documents, explanations, reports related to the Agenda or detailed information of candidates in case the General Meeting of Shareholders elects members of the Board of Directors.
- d) The agenda of the General Meeting of Shareholders must be sent to all shareholders entitled to attend the meeting in the manner specified in Article 4.4.4 of this Regulation.

4.5.2. Shareholders' proposals included in the meeting agenda

- a) Shareholders or groups of shareholders owning [5%] or more of total ordinary shares may propose issues to be included in the agenda of the General Meeting of Shareholders. The petition must be in writing and sent to the company no later than [03] working days before the opening date. The petition must clearly state the name of the shareholder, the

number of each type of shares of the shareholder, and the issue proposed to be included in the meeting agenda.

b) In case the convener of the General Meeting of Shareholders rejects the proposal specified in Article 4.5.2(a) of this Regulation, at least [02] working days before the opening date of the General Meeting of Shareholders, he must reply in writing and clearly state the reason. The convener of the General Meeting of Shareholders may only refuse the petition if it falls into one of the following cases:

(i) The petition is sent in contravention of the provisions of Article 4.5.2(a) of this Regulation;

(ii) At the time of the petition, the shareholder or group of shareholders does not hold sufficient [5%] of ordinary shares or more as prescribed in the company's charter;

(iii) The proposed issue is not under the decision-making authority of the General Meeting of Shareholders;

(iv) Other cases as prescribed in the company's charter.

c) The convener of the General Meeting of Shareholders must accept and include the proposals specified in this Article 4.5.2 in the proposed agenda and contents of the meeting, except for the case specified in Article 4.5.2(b) of this Regulation; at the same time, post the content of the petition and meeting documents related to this petition on the Company's website for shareholders to monitor and consider. The proposal shall be officially added to the agenda and content of the meeting if approved by the General Meeting of Shareholders.

4.6. Authorization of representatives to attend the General Meeting of Shareholders

4.6.1. Shareholders, authorized representatives of shareholders being organizations that may directly attend meetings or authorize one or several other individuals or organizations to attend meetings ("Persons **authorized to attend** meetings") or attend meetings through one of other valid forms, depending on the form and form of the General Meeting of Shareholders shall be decided by the convener of the General Meeting of Shareholders according to this Regulation.

4.6.2. The person authorized to attend the meeting is not required to be a shareholder. In addition, Shareholders and Authorized Representatives of Shareholders are organizations that can authorize members of the Board of Directors of TNG Investment and Trading Joint Stock Company to represent them to attend the General Meeting of Shareholders.

4.6.3. The authorization of the authorized person to attend the General Meeting of Shareholders under the provisions of Article 4.6.1 of this Regulation must be made in writing in one of the following forms:

a) Paper copies;

b) Electronic data: email, phone message, zalo message, authorization through the Company's website system;

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c) Other valid forms prescribed by the Board of Directors.

In case the authorization document is created, confirmed, sent to the Company via email, phone message, zalo message or confirmed by QR code sent to email/phone number/zalo, this email and phone number (zalo is generated from a phone number) must be the email and contact phone number of the Shareholder registered with the Securities Depository and Clearing Corporation Vietnam. Shareholders are responsible for the registration, management, and use of the Shareholders' emails and contact phone numbers at the Vietnam Securities Depository and Clearing Corporation and assume that the creation, confirmation, sending authorization to the Company, confirming QR codes via email, etc this phone number, zalo is the owner (made by the Shareholder himself or with the valid consent and authorization of the Shareholder).

4.6.4. The power of attorney is not required to be made according to the Company's form, but must be made in accordance with the provisions of civil law, must clearly state the name of the authorized individual or organization and the number of authorized shares, and must present the written authorization when carrying out the procedures for registration to attend the meeting or can be sent to the Organizing Committee of the General Meeting before the opening of the Meeting.

4.6.5. In case an organization or individual is authorized by a Shareholder/Shareholder's authorized representative to attend the meeting but is allowed to re-authorize and wants to re-authorize another person to attend the meeting ("**Meeting Attendees**"), in addition to the written re-authorization, the attendees of the meeting must present/send to the Company the initial written authorization of the shareholder/authorized representative of the shareholder who is an organization (if not previously registered with the Company) no later than when registering to attend the meeting before the opening time of the General Meeting.

4.6.6. Shareholders/Authorized Representatives of Shareholders who are organizations that terminate authorization, cancel authorization or change Authorized persons attending the meeting must notify the Company in writing before the opening date of the general meeting.

4.6.7. The voting slip of the authorized person attending the meeting is still valid in one of the following cases:

- a) The authorizer has died, has limited civil act capacity or has lost his/her civil act capacity;
- b) The authorizing person has canceled the authorization appointment;
- c) The authorizing person has canceled the authority of the person performing the authorization.

This clause does not apply in the event that the Company receives notice of one of the above events before the opening time of the General Meeting of Shareholders or before the meeting is reconvened.

4.6.8. Based on this Regulation, the Company's Charter, relevant provisions of law and the actual form of meeting and voting at the selected General Meeting of Shareholders, the Board of Directors has the right to promulgate the Regulation on organization of the General Meeting of Shareholders, detailing the form of authorization, the method of creating and sending authorization as well as detailed requirements related to authorization to attend and vote at the General Meeting of Shareholders.

4.7. How to register to attend the General Meeting of Shareholders

4.7.1. Shareholders or Persons authorized to attend the meeting may register to attend the General Meeting of Shareholders before the opening date in various forms, provided that such registration is made within the time limit specified in the Notice of Invitation to the General Meeting of Shareholders and/or according to the Notice/Detailed Instructions of the Board of Directors.

4.7.2. In case of prior registration, shareholders and authorized persons attending the meeting must still bring and present their identity papers, power of attorney (if they have not been sent to the Company in a valid form) and necessary relevant documents to the Organizing Committee of the general meeting for inspection. compare and register at the place where the Meeting is held.

4.7.3. In case shareholders do not register to attend the meeting before the opening date, they may still register to attend the General Meeting in person.

4.7.4. Before the opening of the meeting, the Organizing Committee of the General Meeting must carry out the procedures for registering shareholders to attend the meeting. The Board of Directors or the Organizing Committee of the General Meeting shall assign one or several persons to conduct an audit of the Shareholders (the "**Shareholder Eligibility Examination Board**"). Shareholders or authorized persons attending the meeting of the General Meeting of Shareholders shall carry out registration procedures at the registration desk before attending the meeting and sign for certification in the prepared list of attending shareholders.

4.7.5. The Shareholder Eligibility Examination Board shall check the shareholder status when the shareholder or the authorized person attending the meeting carries out the procedures for registration of attendance. Based on the list of shareholders entitled to attend the meeting, the Shareholder Eligibility Examination Committee will compare the personal papers of the shareholders or authorized persons attending the meeting, check the invitation letter and power of attorney (if any). In case the shareholder or authorized person attending the meeting does not meet the requirements on shareholder status, the Shareholder

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Eligibility Examination Committee has the right to refuse the attendance of the shareholder or authorized person to attend such meeting.

4.7.6. Shareholders or authorized persons attending the meeting after the meeting has been opened may still register to attend and have the right to vote immediately after registration. In this case, the validity of the previously voted contents does not change.

4.7.7. When registering to attend the General Meeting of Shareholders, based on the meeting documents sent together with the meeting invitation letter and/or posted on the Company's website, the Shareholders are responsible for declaring in detail and truthfully the relevant interests of the Shareholders with respect to the contents of the General Meeting of Shareholders for the Vote Counting Committee consider and remove the voting votes of this shareholder (in case this shareholder still participates in voting) when counting votes. In case a shareholder fails to declare or inaccurately and truthfully declares the relevant interests of such shareholder and the contents of the meeting agenda and causes damage to other shareholders and/or the Company, such shareholder shall take full responsibility before the law and compensate for all damages incurred by the Company and/or shareholders others must suffer (if any).

4.8. Conditions for conducting the General Meeting of Shareholders

4.8.1. The General Meeting of Shareholders shall be held when the number of Shareholders and Authorized Persons attending the meeting represents more than [50%] of the total number of votes.

4.8.2. Upon the expiration of [60 minutes] from the time of fixation of the opening of the General Meeting, if the meeting is still not eligible to conduct the meeting as prescribed in Article 4.8.1 of this Regulation, the meeting convener must cancel the meeting according to the announced schedule. The notice of invitation to the second meeting shall be sent within [30] days from the date of the intended first meeting. The second General Meeting of Shareholders shall be held when the number of shareholders attending the meeting represents [33%] of the total number of votes or more.

4.8.3. Upon the expiration of [60 minutes] from the time of fixation of the opening of the General Meeting, if the meeting is still not eligible to conduct the second meeting as prescribed in Article 4.8.2 of this Regulation, the meeting convener must cancel the meeting according to the announced schedule. The notice of invitation to the third meeting must be sent within [20] days from the intended date of the second meeting. The third General Meeting of Shareholders is conducted regardless of the total number of votes cast by shareholders attending the meeting.

4.8.4. In case of convening the second and third meetings, the conveners of the General Meeting of Shareholders are not required to re-make the list of shareholders entitled to

attend the meeting and may use the list provided by the Vietnam Securities Depository and Clearing Corporation in the first convening of the meeting.

4.8.5. The agenda and contents of the second and third meetings shall remain the same as those prepared for the first meeting.

4.9. Forms of approval of resolutions of the General Meeting of Shareholders

4.9.1. The General Meeting of Shareholders shall discuss and vote on each issue in the contents of the program. The voting is conducted by voting in favor, disapproval and no opinion. The results of vote counting shall be announced by the chairman or members of the Vote Counting Committee immediately before the end of the meeting.

4.9.2. The voting for the election of members of the Board of Directors must be carried out by the method of cumulative voting. In case of wishing to vote for the election of members of the Board of Directors by a method other than the method of cumulative voting, the voting by that method must be approved by the number of shareholders owning more than [50%] of the total number of votes of all shareholders attending and voting at the meeting before electing members of the Board of Directors.

4.10. How to vote

4.10.1. Based on the form of the General Meeting of Shareholders selected by the Board of Directors and the contents and issues to be voted on, the Board of Directors shall select and prescribe the method of voting ("**voting method**") at the General Meeting by one or a combination of the following methods:

- a) Voting/direct voting: By secret ballot or raising hands to vote at the direct conference;
- b) Voting/Electronic Voting: Voting/voting on the electronic voting/voting system applied at the Meeting;
- c) Voting/Voting remotely: Sending voting slips to the meeting by mail, fax, email;
- d) Voting/Voting by other valid means according to the statutes/regulations/guidelines issued by the Board of Directors.

4.10.2. In case the General Meeting elects members of the Board of Directors, if the person in charge of voting does not organize voting by the ordinary method of accumulated voting prescribed by law but applies a method other than the method of accumulating votes, the application of this other method must be voted by the General Meeting of Shareholders before the election is conducted and may only be applied when it is approved by shareholders owning more than [50%] of the total number of votes of all shareholders attending the meeting and voting at the meeting.

4.10.3. The form of election card and/or voting slip, election paper (if members of the Board of Directors are elected) shall be published on the website of the Company and the State Securities Commission, the Stock Exchange where the Company's shares are listed or registered for trading together with the notice of invitation to the meeting. The contents

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of election cards and/or voting papers, election papers depend on the program, meeting contents, voting methods/methods selected to be applied at the Meeting according to the provisions of this Regulation.

4.10.4. When registering shareholders, depending on the agenda of the meeting and the form/method of voting on issues at the General Meeting, the Organizing Committee of the General Meeting shall issue to each Shareholder attending the meeting 01 voting card and/or 01 voting vote and 01 voting vote (in case the General Meeting of Shareholders elects members of the Council). administration). Voting cards, voting slips, and election papers show the main information of shareholders/authorized persons attending the meeting, including: Name of shareholder/authorized person attending the meeting, ownership registration number, number of shares (ownership and representative) to serve the type of vote. The contents of the Voting Card, Voting Ballot and Election Card depend on the content of the Meeting program and the form/method of voting corresponding to each issue to be voted on.

4.10.5. In order to avoid cases of conflict of interest, Shareholders with related interests or related persons in statutory cases shall not participate in voting on issues and contents that such Shareholders do not have the right to vote on. For the contents, other issues, that shareholder still has the right to vote normally.

4.10.6. The Board of Directors shall promulgate and detail the method of voting in the Regulations on the organization of the General Meeting of Shareholders, the Regulations and/or the voting/election guidelines in accordance with the form of meeting and voting at the selected General Meeting, this Regulation and the Company's Charter.

4.11. Vote counting method

4.11.1. The General Meeting of Shareholders shall elect one or several persons to the Vote Counting Committee at the request of the Chairman of the meeting. The number of members and structure of the Vote Counting Committee shall be stipulated by the Board of Directors in the Regulation on organization of the General Meeting of Shareholders, of which at least 01 member is an independent member of the Board of Directors and 01 member is a shareholder who does not hold a management position of the Company. The Chairman shall base himself on the provisions of the Regulation to introduce members and propose the General Meeting of Shareholders for approval.

4.11.2. The Vote Counting Committee has the following rights and obligations:

- a) Instruct shareholders/representatives of shareholders attending the meeting how to vote and vote at the General Meeting.
- b) Counting votes and election papers.
- c) Make and announce the minutes of vote counting before the Meeting.

d) Hand over the vote counting record and all voting papers and election papers (if any) to the Organizing Committee of the Meeting.

e) Take responsibility for the truthfulness and accuracy of vote counting results.

4.11.3. The Vote Counting Committee shall examine the voting papers/ballot papers, supervise the direct voting by holding up the voting card/raising hand to vote (if any) and summarize the following contents:

a) The number of shareholders (or the number of shareholders directly attending and authorized representatives attending the General Meeting) who participated in voting and the total number of votes;

b) The number of valid votes and the number of invalid votes;

c) The total number of votes of "approval", "disapproval" and "no opinion" for each issue;

d) Results of election of members of the Board of Directors.

4.11.4. The convener of the General Meeting of Shareholders has the right to use electronic and automatic software with the application of barcodes, QR codes and/or other identification technologies to count votes in order to ensure the accuracy and shorten the time of vote counting. The convener of the General Meeting of Shareholders shall be responsible for the use of these equipment, tools and software.

4.11.5. All members of the Vote Counting Committee shall be jointly responsible for the results of the vote counting.

4.12. Conditions for the adoption of the resolution

4.12.1. The contents and issues in the agenda of the General Meeting of Shareholders shall be approved if they meet the approval rate as prescribed in the Company's Charter and relevant laws.

4.12.2. In addition, the General Meeting shall approve the full text of the draft Resolution of the General Meeting of Shareholders and the Minutes of the General Meeting of Shareholders before the end of the General Meeting. The approval of the full text of the draft Resolution and the Minutes of the meeting will be approved in the form of direct and public voting at the General Meeting in accordance with the Regulation on the organization of the General Meeting of Shareholders and the administration of the Chairman. These contents are approved when the number of shareholders owning more than [50%] of the total votes of all shareholders attending the meeting approves.

4.13. Notification of vote counting results

4.13.1. After counting votes for all matters to be voted on, the Vote Counting Committee shall make a record of vote counting and notify the results of vote counting before the end of the meeting (except for the contents of the approval of the full text of the draft Resolution and the Minutes of the General Meeting of Shareholders, which will be publicized orally by the Presiding Board/Vote Counting Committee at the General Meeting and recorded in

the Minutes of vote counting to publicize the full text of the Minutes after the closing of the meeting).

4.13.2. The vote counting record shall contain the following contents:

- a) Time and place of vote counting;
- b) Composition of the Vote Counting Committee;
- c) The total number of shareholders (or the number of shareholders directly attending and their authorized representatives attending the meeting) participating in voting and their total number of votes;
- d) The total number of votes for each issue on the meeting agenda, the number of valid and invalid, approving, disapproving votes and having no opinions; the proportion of the total number of votes of shareholders attending and voting at the meeting;
- e) Issues that have been approved and the corresponding percentage of votes for approval.

4.13.3. The head of the Vote Counting Committee shall sign the vote counting minutes and take responsibility for the truthfulness and accuracy of the contents of the minutes.

4.13.4. The vote counting record must be published on the Company's website within [24 hours] from the time of clearance of the Resolution of the General Meeting of Shareholders.

4.14. How to object to the resolution of the General Meeting of Shareholders

4.14.1. During the General Meeting of Shareholders, the shareholders may express their disapproval and use their corresponding votes to carry out the veto or may not participate in the voting.

4.14.2. Shareholders who have voted not to approve the resolution on the reorganization of the company or change the rights and obligations of the shareholders specified in the company's charter may request the company to repurchase their shares. The request must be in writing, clearly stating the name and address of the shareholder, the number of shares of each type, the intended price for sale, and the reason for requesting the company to repurchase. The request must be sent to the company within [10 days] from the date the General Meeting of Shareholders approves the resolution on the matters specified in this Clause.

4.14.3. Within [90 days] from the date of receipt of the resolution or minutes of the General Meeting of Shareholders, a shareholder or group of shareholders owning [5%] or more of the total ordinary shares may request the Court or Arbitrator to consider or cancel the resolution or part of the resolution of the General Meeting of Shareholders in the following cases:

- a) The order and procedures for convening meetings and issuing decisions of the General Meeting of Shareholders seriously violate the provisions of the Law on Enterprises and the company's charter, except for cases where the Resolution of the General Meeting of

Shareholders passed equal to 100% of the total number of voting shares is lawful and effective even if the order and procedures for convening meetings and adopting such resolutions violate the provisions of this Law and the company's charter.

b) The content of the resolution violates law or the company's charter.

4.14.4. In case a shareholder or group of shareholders requests the Court or Arbitrator to annul the resolution of the General Meeting of Shareholders under the provisions of Article 4.14.3 of this Regulation, such resolution shall remain effective until the Court's decision to cancel such resolution, Arbitration is effective, except for the case of application of provisional emergency measures under decisions of competent agencies.

4.15. Making minutes of the General Meeting of Shareholders:

4.15.1. The meeting of the General Meeting of Shareholders must be recorded in minutes and may be recorded or recorded and kept in other electronic forms. The minutes contain the following principal contents:

a) Name, address of the head office, enterprise code;

b) Time and place of the General Meeting of Shareholders;

c) Agenda and contents of the meeting;

d) Full name of the chairperson and secretary;

dd) Summary of the meeting's developments and opinions expressed at the General Meeting of Shareholders on each issue in the meeting agenda;

e) The number of shareholders and the total number of votes of shareholders attending the meeting, the appendix to the list of shareholders and representatives of shareholders attending the meeting with the corresponding number of shares and votes;

g) The total number of votes for each voting issue, clearly stating the voting method, the total number of valid and invalid votes, approval, disapproval and no opinion; the proportion of the total number of votes of shareholders attending and voting at the meeting;

h) Issues that have been approved and the corresponding percentage of votes for approval;

i) Full names and signatures of the chairman and secretary. In case the chairperson or secretary refuses to sign the minutes of the meeting, this record shall take effect if it is signed by all other members of the Board of Directors attending the meeting and contains all the contents specified in this Clause. The minutes of the meeting clearly state the refusal of the chairman or secretary to sign the minutes of the meeting.

4.15.2. The minutes of the General Meeting of Shareholders must be made in Vietnamese and English. Minutes made in Vietnamese and English have the same legal effect. In case there is a difference in the content between the minutes in Vietnamese and in English, the contents of the minutes in Vietnamese shall apply.

4.15.3. The minutes of the General Meeting of Shareholders must be made and approved before the end of the meeting. The chairperson and the secretary of the meeting or other

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persons who sign the minutes of the meeting must be jointly responsible for the truthfulness and accuracy of the contents of the minutes.

4.15.4. The minutes of the General Meeting of Shareholders must be posted on the Company's website within [24 hours] from the time of approval.

4.16. Announcement of the Resolution of the General Meeting of Shareholders

4.16.1. The resolution of the General Meeting of Shareholders takes effect from the date of adoption or from the effective date stated in such resolution.

4.16.2. The Resolution, Minutes of the General Meeting of Shareholders and documents attached to the Resolution and Minutes of the meeting (if any) must be posted on the Company's website and must be disclosed in accordance with the provisions of law within [24 hours] from the time of issuance.

4.16.3. The Resolution of the General Meeting of Shareholders, the Minutes of the General Meeting of Shareholders, the Appendix to the list of shareholders registered to attend the meeting, the written authorization to attend the meeting, all documents attached to the Resolution, the Minutes (if any) and other documents related to the General Meeting of Shareholders must be kept at the Company's head office.

Article 5. Order and procedures for approving the resolution of the General Meeting of Shareholders in the form of collecting shareholders' opinions in writing

5.1. Cases in which shareholders can and cannot be consulted in writing

Matters falling under the jurisdiction of the General Meeting of Shareholders may be approved in the form of written opinions, except for the issues specified in Clause 2, Article 147 of the Law on Enterprises. Resolutions adopted in the form of collecting shareholders' opinions in writing are as valid as resolutions passed at the General Meeting of Shareholders.

5.2. Order and procedures for collecting shareholders' opinions in writing to approve the resolution of the General Meeting of Shareholders:

5.2.1. Competence to organize the collection of shareholders' opinions in writing:

The Board of Directors has the right to collect shareholders' opinions in writing to approve the resolution of the General Meeting of Shareholders when deeming it necessary for the benefit of the Company.

5.2.2. Notice of collecting shareholders' opinions in writing:

a) When deeming it necessary to collect shareholders' opinions in writing to approve the resolution of the General Meeting of Shareholders, the Board of Directors shall conduct a meeting to agree on the issues to be consulted, assign the task of preparation and organization of opinion gathering.

b) At the meeting, the Board of Directors must determine the purpose and issues to be consulted, and at the same time finalize the last registration date to serve as a basis for

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making a list of shareholders to be consulted in writing. These contents must be expressed in the Resolution of the Board of Directors.

c) The Board of Directors must disclose information on the closing of the list of shareholders to be consulted in writing at least [20 days] before the last registration date.

d) The written notice of collecting shareholders' opinions must be published on the website of the Company, the State Securities Commission and the Stock Exchange where the Company is listed and registered for trading.

5.2.3. Making a list of shareholders to be consulted in writing

a) The list of shareholders to be consulted is the list of shareholders owning ordinary shares of the Company on the last date of registration.

b) When deeming it necessary to collect shareholders' opinions in writing, based on the Resolution of the Board of Directors, the Company shall send a notification dossier to VSDC to request the preparation of a list of shareholders of the Company based on VSDC's data.

c) The dossier of request for VSDC to make a list of shareholders to be consulted shall comply with VSDC's regulations and/or instructions issued and take effect at the time of requesting the preparation of the list of shareholders to be consulted.

d) The list of shareholders eligible for consultation shall be made no more than [10 days] before the date of sending the written shareholders' opinion poll.

5.2.4. Opinion poll form and time limit for sending opinion poll

a) The Board of Directors must prepare the opinion poll paper, the draft resolution of the General Meeting of Shareholders, documents explaining the draft resolution and send it to all shareholders with voting rights at least [10 days] before the deadline for sending the opinion poll back.

b) The opinion poll must contain the following principal contents:

(i) Name, address of the head office, enterprise code;

(ii) The purpose of collecting opinions;

(iii) Full name, contact address, nationality, number of legal papers of the individual for individual shareholders; name, enterprise code or number of legal papers of the organization, address of the head office for shareholders being organizations or full name, contact address, nationality, number of legal papers of the individual, for representatives of shareholders being organizations; the number of shares of each type and the number of votes of shareholders;

(iv) Issues that need to be consulted to approve the decision;

(v) The voting plan includes approval, disapproval and no opinion on each issue to be consulted;

(vi) The deadline for sending to the Company the answered opinion poll form. Accordingly, Shareholders must send the answered opinion poll to the Company within the time limit specified in the opinion poll.

(vii) Full name and signature of the Chairman of the Board of Directors.

5.2.5. Method of sending opinion polls

a) The Board of Directors shall send the opinion poll to all shareholders in the list of shareholders to be consulted by a valid method (may be sent by post/courier, email, telephone message or by other communication methods to ensure that the contact address of the shareholder is reached).

b) Documents explaining the draft Resolution and the contents to be consulted may be enclosed with the opinion poll or posted on the Company's website for Shareholders to consider before replying to the opinion poll.

c) Shareholders may send the answered opinion poll to the Company by mail/courier, fax or email according to the following regulations:

(i) In case of sending a letter, the replied opinion poll must be signed by the individual shareholder, the authorized representative or the legal representative of the institutional shareholder. The opinion poll sent to the Company must be contained in a sealed envelope and no one is allowed to open it before counting the votes;

b) In case of fax or email, the opinion poll sent to the Company must be kept confidential until the time of vote counting;

c) The opinion poll sent to the Company after the time limit specified in the opinion poll or which has been opened in case of sending a letter and disclosed in case of sending a fax or email is invalid.

d) Opinion poll papers that are not sent back shall be considered as voting votes.

5.2.6. Vote counting and making a record of vote counting

a) The Board of Directors counts votes and makes a record of vote counting in the presence of shareholders who do not hold management positions of the Company.

b) The counting of votes shall be carried out for each issue and summarized according to the results of voting "in favor", "disapproval" and "no opinion" and/or the results of election of members of the Board of Directors (depending on the issue of collecting shareholders' opinions and the method of voting prescribed by the Board of Directors).

c) The vote counting record must contain the following principal contents:

(i) Name, address of the head office, enterprise code;

(ii) The purpose and issues to be consulted for the adoption of the resolution;

(iii) The number of shareholders with the total number of votes that participated in voting, distinguishing the number of valid votes and the number of invalid votes and the method

of sending votes, enclosed with an appendix to the list of shareholders participating in voting;

(iv) The total number of votes in favor, disapproval and no opinion on each issue;

(v) Issues that have been adopted and the corresponding voting rates;

(vi) Full name and signature of the Chairman of the Board of Directors, the vote counter and the vote counting supervisor.

d) Members of the Board of Directors, vote counters and vote counting supervisors shall be jointly responsible for the truthfulness and accuracy of the vote counting records; jointly responsible for damages arising from decisions passed due to dishonest and inaccurate vote counting.

5.2.7. Notification of vote counting results and announcement of Resolutions of the General Meeting of Shareholders

a) Based on the vote counting results, the Chairman of the Board of Directors shall issue a Resolution of the General Meeting of Shareholders. A resolution shall be adopted in the form of a written shareholder opinion if it is approved by the number of shareholders owning more than [50%] of the total number of votes of all shareholders with voting rights.

b) The minutes of vote counting and the resolution of the General Meeting of Shareholders must be posted on the Company's website and must be disclosed in accordance with law within [24 hours] from the time of end of vote counting.

c) The answered opinion poll, the vote counting record, the approved resolution and relevant documents enclosed with the opinion poll must be kept at the company's head office.

5.2.8. Based on this Regulation, the Company's Charter, relevant provisions of law and the actual requirements of collecting shareholders' opinions in writing, the Board of Directors has the right to promulgate detailed regulations, regulations/guidelines on the order and procedures for collecting shareholders' opinions in writing to approve the resolution of the General Meeting of Shareholders.

Article 6. Order and procedures for meeting the General Meeting of Shareholders to approve resolutions in the form of online conferences

6.1. In addition to the form of organizing the face-to-face meeting, the annual and extraordinary General Meeting of Shareholders may be held in the form of an online conference when one of the following cases occurs:

6.1.1. The occurrence of a force majeure event, including but not limited to: natural disasters, wars, epidemics, terrorism, restriction or prohibition decisions of the State;

6.1.2. Other objective events that the Board of Directors deems inconvenient and/or inappropriate for organizing the General Meeting of Shareholders in the form of face-to-face meetings.

6.1.3. The Board of Directors shall decide to apply modern information technology so that shareholders can attend and express their opinions at the General Meeting of Shareholders through online meetings.

6.2. In case of deciding to organize a meeting of the General Meeting of Shareholders in the form of an online conference, the Board of Directors has the right and responsibility to promulgate Regulations, regulations/guiding detailing the order and procedures for meeting the General Meeting of Shareholders in the form of a valid online conference. in accordance with the provisions of this Regulation, the Company's Charter, relevant provisions of law and the actual requirements of organizing the General Meeting in the form of online conferences.

Article 7. Order and procedures for meeting the General Meeting of Shareholders to approve resolutions in the form of face-to-face conferences combined with online

7.1. In addition to organizing a meeting of the General Meeting of Shareholders in the form of a face-to-face meeting or an online conference in accordance with the order and procedures specified in this Regulation, depending on the actual situation, the Board of Directors may organize a meeting of the General Meeting of Shareholders in the form of a face-to-face or online conference.

7.2. In case of deciding to organize the General Meeting of Shareholders in the form of face-to-face and online conferences, the Board of Directors has the right and responsibility to promulgate valid Regulations, regulations/guidelines detailing the order and procedures for meetings of the General Meeting of Shareholders in the form of face-to-face and online conferences. in accordance with the provisions of this Regulation, the Company's Charter, relevant provisions of law and the practical requirements of organizing the General Meeting in the form of face-to-face and online conferences.

Chapter III

BOARD

Article 8. Roles, rights and obligations of the Board of Directors, responsibilities of members of the Board of Directors

8.1. The Board of Directors is the managing agency of the company and has full rights to decide and exercise the rights and obligations of the company on behalf of the company, except for the rights and obligations falling under the competence of the General Meeting of Shareholders.

8.2. Rights and obligations of the Board of Directors: According to the Company's Charter and current laws.

8.3. Duties and responsibilities of members of the Board of Directors: According to the Company's Charter, the provisions of current laws and the assignments, resolutions/decisions of the Board of Directors.

8.3. Members of the Board of Directors shall be responsible for performing their duties, including those as members of sub-committees of the Board of Directors, in an honest and prudent manner for the benefit of the Company.

8.4. Members of the Board of Directors have the right to request the General Director, Deputy General Director, Branch Director, and other managers in the Company to provide information and documents on the financial situation and business activities of the Company and its units, provided that such information must serve the purpose of performing its tasks. members of the Board of Directors and the provision of such information must be notified in writing to the Chairman of the Board of Directors. The request must be made in writing, clearly stating the reason for the request, the purpose of using the information, accompanied by a commitment to use the information for the right purpose and keep the information and documents provided. The requested person must promptly, fully and accurately provide information and documents at the request of the members of the Board of Directors.

8.5. In case a member of the Board of Directors misuses or discloses/discloses information, such member shall bear full personal responsibility for his/her violation and the damages suffered by the Company.

Article 9. Nomination, candidacy, election, dismissal and dismissal of members of the Board of Directors

9.1. Term of office, number and structure of members of the Board of Directors

9.1.1. The number of members of the Board of Directors is at least [05] persons and at most [11] persons, the specific number according to the resolution of the General Meeting of Shareholders.

9.1.2. The term of office of a member of the Board of Directors shall not exceed 05 years and may be re-elected for an unlimited number of terms. An individual may only be elected as an independent member of the Board of Directors of a company for no more than 02 consecutive terms. Board members are staggered elected to ensure that the Board cannot be replaced in its entirety and at the same time for any reason. Within 01 year or between two General Meetings (whichever is longer), the Board of Directors may only replace up to 2 members, except for the case of electing additional members of the Board of Directors due to the resignation of members of the Board of Directors. In case all members of the Board of Directors end their term of office, such members shall continue to be members of the Board of Directors until a new member is elected to replace and take over the work.

Calculation of term of office of members of the Board of Directors: The term of office starts from the time the resolution of the General Meeting of Shareholders on the election of such members of the Board of Directors is passed and ends at the time of the closing of

the annual General Meeting of Shareholders of the last year of the term. regardless of whether the end of this term is 365 days per year or not.

9.1.3. A member of the Board of Directors shall no longer be a member of the Board of Directors in case of dismissal, dismissal or replacement by the General Meeting of Shareholders in accordance with law.

9.2. Structure, criteria and conditions of members of the Board of Directors

9.2.1. The structure of members of the Board of Directors is as follows:

a) The number of non-executive members of the Board of Directors must comply with the following provisions:

- (i) There is at least 01 non-executive member in case the company has the number of members of the Board of Directors from 03 to 05 members;
- (ii) There are at least 02 non-executive members in case the company has the number of members of the Board of Directors from 06 to 08 members;
- (iii) There are at least 03 non-executive members in case the company has the number of members of the Board of Directors from 09 to 11 members.

b) The total number of independent members of the Board of Directors must meet the following provisions:

- (i) There is at least 01 independent member in case the company has the number of members of the Board of Directors from 03 to 05 members;
- (ii) There are at least 02 independent members in case the company has the number of members of the Board of Directors from 06 to 08 members;
- (iii) There are at least 03 independent members in case the company has the number of members of the Board of Directors from 09 to 11 members.

9.2.2. Conditions and criteria of members of the Board of Directors

a) Members of the Board of Directors must meet the following criteria and conditions:

- (i) Being an individual with full capacity for civil acts.
- (ii) Not being a subject that does not have the right to establish and manage an enterprise in Vietnam specified in the Law on Enterprises.
- (iii) Clean criminal record: not subject to prohibition of enterprise management, not yet convicted of crimes under criminal law (persons whose criminal records are expunged are considered not yet convicted).
- (iv) Professional qualifications: Graduated from a university or higher in one of the majors in business administration, economics, finance, law, textiles, or other majors related to the Company's activities as decided by the incumbent Board of Directors.
- (v) Experience: At least 05 years of experience in executive management or corporate administration; Knowledge of public company management, stock market.

(vi) Being an individual shareholder owning at least 0.1% of the Company's ordinary shares for a continuous period from the time of making the list of shareholders entitled to attend the Annual General Meeting of Shareholders in the preceding year to the time of nomination or nomination for members of the Board of Directors and must continuously maintain ownership of the number of ordinary shares equal to or greater than this minimum percentage during the term from being nominated or candidacized to the end of his/her term. These criteria and conditions do not apply to independent members of the Board of Directors.

(vii) Concurrently be a member of the Board of Directors or the Board of Members of a maximum of 05 other companies.

b) Unless otherwise provided for by the law on securities or the company's charter, in addition to the criteria and conditions specified in Article 9.2.2(a) above, an independent member of the Board of Directors must also meet the following criteria and conditions:

(i) Not be a person working for the Company, its parent company or subsidiaries; not being a person who has worked for the Company, the parent company or its subsidiaries for at least 03 consecutive years;

(ii) Not being a person who is receiving salary or remuneration from the Company, except for allowances that members of the Board of Directors are entitled to as prescribed;

(iii) Not being a person whose spouse, natural father, adoptive father, natural mother, adoptive mother, natural child, adopted child, brother, sister or sibling is a major shareholder of the Company; being a manager of the Company or its subsidiaries;

(iv) Not being a person who directly or indirectly owns at least 01% of the total voting shares of the Company;

(v) Not being a person who has been a member of the Board of Directors or the Supervisory Board of the Company for at least 05 consecutive years, except for the case of being appointed for 02 consecutive terms.

(vi) Must have a university diploma or higher in one of the majors of economics, finance, accounting, auditing, law, and business administration

9.2.3. An independent member of the Board of Directors must notify the Board of Directors that he or she no longer fully satisfies the above-mentioned criteria and conditions and naturally ceases to be an independent member of the Board of Directors from the date on which he or she fails to fully meet the criteria and conditions. The Board of Directors must notify the case in which the independent member of the Board of Directors no longer meets all the criteria and conditions at the nearest General Meeting of Shareholders or convene a meeting of the General Meeting of Shareholders to elect additional or replacement independent members of the Board of Directors within 06 months from the date of receipt of the notice of the independent members of the relevant Board of Directors.

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9.3. Nomination and candidacy of members of the Board of Directors

9.3.1. Shareholders being individuals owning 10% or more of the total ordinary shares may nominate themselves as candidates for the Board of Directors in accordance with the provisions of the Law on Enterprises and the company's charter. Shareholders who have nominated themselves do not simultaneously exercise the right to nominate or group to nominate others as candidates for the Board of Directors and vice versa, shareholders who have exercised the right to nominate or group to nominate others as candidates do not concurrently nominate themselves as candidates for the Board of Directors.

9.3.2. A shareholder or group of shareholders owning 10% or more of the total ordinary shares may nominate **01 candidate for the Board of Directors** in accordance with the provisions of the Law on Enterprises and the company's charter.

9.3.3. The candidacy, nomination and introduction of persons to the Board of Directors shall be carried out as follows:

- a) In case a shareholder exercises the right to stand for election or nominate a candidate for the Board of Directors, such shareholder must use all the ordinary shares under his or her ownership to run for election or nominate a single candidate, and is not allowed to divide the percentage of shares owned for candidacy. nominated for multiple candidates.
- b) Ordinary shareholders who form a group to nominate persons to the Board of Directors must notify the group meeting to the shareholders attending the meeting before the opening of the General Meeting of Shareholders.
- c) Shareholders or groups of shareholders exercising the right to stand for election or nomination must maintain their ownership shares at least in the ratio specified in Articles 9.3.1 and 9.3.2 above throughout the time limit from the time of candidacy or nomination of candidates until the General Meeting of Shareholders votes to elect members of the Board of Directors.
- d) Shareholders or groups of shareholders specified in Articles 9.3.1 and 9.3.2 above are entitled to nominate or nominate a person as a candidate for the Board of Directors. Based on the number of candidates (meeting all conditions and criteria) through the nomination and candidacy of shareholders or groups of shareholders, the incumbent Board of Directors is entitled to recommend additional candidates with the total number of candidates equal to or greater than the number of members of the Board of Directors to be elected. The introduction of additional candidates by the incumbent Board of Directors must be clearly announced before the General Meeting of Shareholders votes to elect members of the Board of Directors in accordance with law.
- e) Procedures, dossiers, time limit for candidacy and nomination shall be prescribed by the Board of Directors and notified to ordinary shareholders for compliance with the provisions of law and the company's charter.

9.3.4. In case of identification of candidates for the Board of Directors, the Company must publish information related to the candidates at least 10 days before the opening date of the General Meeting of Shareholders on the Company's website so that shareholders can learn about these candidates before voting. Information related to the Board candidate announced includes:

- a) Full name, date of birth;
- b) Professional qualifications;
- c) Working history;
- d) Other managerial titles (including the title of the Board of Directors of other companies);
- đ) Interests related to the Company and its related parties;
- e) Other information (if any) as prescribed in the company's charter;
- g) The company is responsible for disclosing information about the companies in which the candidate is holding the position of member of the Board of Directors, other managerial positions and interests related to the company of the candidate of the Board of Directors (if any).

9.3.5. A candidate for the Board of Directors must make a written commitment to the truthfulness and accuracy of personal information disclosed and must commit to perform his/her duties honestly, prudently and in the best interests of the Company if elected as a member of the Board of Directors.

9.4. How to introduce candidates for members of the Board of Directors

Based on the number of candidates (meeting all conditions and criteria) through the nomination and candidacy of shareholders or groups of shareholders, the incumbent Board of Directors is entitled to recommend additional candidates with the total number of candidates equal to or greater than the number of members of the Board of Directors to be elected. The introduction of additional candidates by the incumbent Board of Directors must be clearly announced before the General Meeting of Shareholders votes to elect members of the Board of Directors in accordance with law.

9.5. Method of electing members of the Board of Directors

9.5.1. The election of members of the Board of Directors shall fall under the competence of the General Meeting of Shareholders.

9.5.2. The voting for the election of members of the Board of Directors must be carried out by the method of cumulative voting, whereby each shareholder has the total number of votes corresponding to the total number of shares owned by the number of elected members of the Board of Directors and shareholders have the right to pool all or part of their total votes for one or several candidates tablets. The winner of the election of members of the Board of Directors is determined according to the number of votes calculated from high to low, starting from the candidate with the highest number of votes until the number of

members specified in the company's charter is sufficient. In case there are 02 or more candidates with the same number of votes for the last member of the Board of Directors, a re-election will be conducted among the candidates with the same number of votes or selected according to the criteria specified in the election regulations or the company's charter.

9.5.3. In case of wishing to vote for the election of members of the Board of Directors by a method other than the method of cumulative voting, the voting by such method must be approved by the General Meeting of Shareholders with the number of shareholders owning more than [50%] of the total number of votes of all shareholders attending and voting at the meeting in favor

9.5.4. The Board of Directors has the right and responsibility to promulgate Regulations, regulations/detailed instructions on how to vote/vote for members of the Board of Directors in accordance with the provisions of this Regulation, the Company's Charter, relevant provisions of law and the method of electing members of the Board of Directors approved by the General Meeting of Shareholders (if any).

9.6. Cases of dismissal, dismissal and addition of members of the Board of Directors

9.6.1. The General Meeting of Shareholders shall dismiss a member of the Board of Directors in the following cases:

- a) Failing to meet the criteria and conditions for being a member of the Board of Directors;
- b) There is a letter of resignation/resignation and it is approved: The dismissal in this case is only effective when there is a resolution of the General Meeting of Shareholders.
- c) Failing to continuously maintain ownership of at least 0.1% of the Company's ordinary shares until the end of his/her term of office.
- d) Other cases specified in the company's charter.

9.6.2. The General Meeting of Shareholders shall dismiss a member of the Board of Directors in the following cases:

- a) Failing to participate in activities of the Board of Directors for 06 consecutive months, except for force majeure cases;
- b) Other cases specified in the company's charter.

9.6.3. When deeming it necessary, the General Meeting of Shareholders shall decide to replace members of the Board of Directors; dismiss or dismiss members of the Board of Directors other than the cases specified in Articles 9.6.1 and 9.6.2 above.

9.6.4. The Board of Directors must convene a meeting of the General Meeting of Shareholders to elect additional members of the Board of Directors in the following cases:

- a) The number of members of the Board of Directors is reduced by more than one-third compared to the number specified in the company's charter and the Resolution of the General Meeting of Shareholders. In this case, the Board of Directors must convene a

meeting of the General Meeting of Shareholders within 60 days from the date on which the number of members is reduced by more than one-third.

b) The number of independent members of the Board of Directors is reduced, failing to meet the ratio and quantity specified in Article 9.2.1 of this Regulation.

c) Except for the cases specified in Articles 9.6.4(a) and 9.6.4(b) above, the General Meeting of Shareholders shall elect a new member to replace the member of the Board of Directors who has been dismissed or dismissed at the nearest meeting.

9.7. Notice of election, dismissal and dismissal of members of the Board of Directors

The election, dismissal and dismissal of members of the Board of Directors must be disclosed in accordance with the law on securities and securities market.

9.8. Election, dismissal and dismissal of the Chairman of the Board of Directors

9.8.1. The Chairman of the Board of Directors shall be elected by the Board of Directors from among the members of the Board of Directors on the principle of majority. Within 03 (three) months from the date of election by the Board of Directors, the Chairman of the Board of Directors must own at least 10% of the Company's ordinary shares and continuously maintain the ownership of ordinary shares equal to or greater than this minimum ratio until the end of his/her term.

9.8.2. The Chairman of the Board of Directors may not concurrently hold the General Director.

9.8.3. The Chairman of the Board of Directors shall be elected at the first meeting of the Board of Directors within [07 working days] from the date of the end of the election of such Board of Directors. In case the Chairman of the Board of Directors submits a letter of resignation or is dismissed or dismissed, the Board of Directors must elect a replacement within [10 days] from the date of receipt of the letter of resignation or from the date the Board of Directors passes the resolution/decision on dismissal or dismissal of the Chairman of the Board of Directors.

9.8.4. The dismissal or dismissal of the Chairman of the Board of Directors shall be carried out in accordance with the resolution/decision of the Board of Directors in accordance with the provisions of this Regulation, the Company's Charter and the provisions of law.

Article 10. Remuneration and other benefits of members of the Board of Directors

10.1. The Company has the right to pay remuneration and rewards to members of the Board of Directors according to business results and efficiency.

10.2. Members of the Board of Directors are entitled to work remuneration and bonuses. The work remuneration is calculated according to the number of working days required to complete the tasks of the members of the Board of Directors and the remuneration level per day. The Board of Directors estimates the remuneration for each member on the

principle of unanimity. The total remuneration and bonus of the Board of Directors shall be decided by the General Meeting of Shareholders at the annual meeting.

10.3. The remuneration of each member of the Board of Directors shall be included in the Company's business expenses in accordance with the law on corporate income tax, which shall be expressed as a separate item in the Company's annual financial statements and must be reported to the General Meeting of Shareholders at the annual meeting.

10.4. A member of the Board of Directors holding an executive position or a member of the Board of Directors working in sub-committees of the Board of Directors or performing other tasks outside the scope of duties of a member of the Board of Directors, may be paid additional remuneration in the form of a lump sum of remuneration on a case-by-case basis, salaries, commissions, profit percentages or in other forms as decided by the Board of Directors.

10.5. Members of the Board of Directors shall be entitled to pay all expenses for travel, meals, accommodation and other reasonable expenses incurred by them when performing their duties as members of the Board of Directors, including expenses incurred in attending meetings of the General Meeting of Shareholders. Board of Directors or subcommittees of the Board of Directors.

10.6. Members of the Board of Directors may purchase liability insurance by the Company after obtaining the approval of the General Meeting of Shareholders. This insurance does not cover the liabilities of the Board of Directors members related to violations of the law and the company's Charter.

Article 11. Order and procedures for organizing meetings of the Board of Directors

11.1. Minimum Number of Meetings by Quarter

The Board of Directors must meet at least once a quarter and may hold an extraordinary meeting to pass a resolution or decision at the meeting or may pass a resolution or decision in the form of collecting opinions in writing or in the form of collecting opinions through electronic means.

11.2. Cases in which a meeting of the Board of Directors must be convened

11.2.1. The Chairman of the Board of Directors shall convene a meeting of the Board of Directors in the following cases:

- a) At the request of an independent member of the Board of Directors.
- b) At the request of the General Director or at least 05 other managers.
- c) At the request of at least 02 members of the Board of Directors.
- d) At the request of the majority of members of the Audit Committee.

11.2.2. The proposal specified in Article 11.2.1 above must be made in writing, clearly stating the purposes and issues to be discussed and the decision falling under the competence of the Managing Board.

11.2.3. The Chairman of the Board of Directors must convene a meeting of the Board of Directors within [07 working days] from the date of receipt of the proposal specified in Article 11.2.1 above. In case of failing to convene a meeting of the Board of Directors at the request of the Chairman of the Board of Directors, the Chairman of the Board of Directors shall be responsible for the damage caused to the Company, and the requester may replace the Chairman of the Board of Directors to convene a meeting of the Board of Directors.

11.3. Notice of invitation to meetings of the Board of Directors

11.3.1. The Chairperson of the Board of Directors or the person convening a meeting of the Board of Directors must send a notice of invitation to the meeting at least [01 working day] before the date of the meeting.

11.3.2. In case of urgency of the matter to be discussed, the notice of invitation to the meeting may be sent later than this time limit provided that all members attend the meeting. In case the meeting is convened according to the deadline for sending this shortened notice of invitation to the meeting, if the number of members attending the meeting is insufficient, the procedures for convening the meeting for the second time specified in Article 11.4.2 of this Regulation shall apply.

11.3.3. The notice of meeting invitation must specify the time and place of the meeting, the form of the meeting (face-to-face conference, online conference or face-to-face conference combined with online). programs, issues to be discussed and decided. The notice of invitation to the meeting must be enclosed with the documents used at the meeting and the voting slips of the members.

11.3.4. The notice of invitation to a meeting of the Board of Directors may be sent by invitation, telephone, fax, electronic means or other methods prescribed by the company's charter and ensure that it reaches the contact address of each member of the Board of Directors registered at the Company.

11.4. Conditions for organizing meetings of the Board of Directors

11.4.1. A meeting of the Board of Directors shall be held when 3/4 or more of the total number of members attend the meeting.

11.4.2. In case the meeting convened under the provisions of this Regulation does not have enough members to attend the meeting as prescribed, it may be convened for the second time within [07 days] from the date of the intended first meeting. In this case, the meeting shall be held if more than half of the members of the Board of Directors attend the meeting.

11.4.3. Members of the Board of Directors are considered to attend and vote at the meeting in the following cases, depending on the form of meeting stated in the notice of invitation to the meeting:

a) Attend and vote directly at the meeting.

- b) Authorize other persons to attend the meeting and vote.
- c) Attending and voting through online conferences, electronic voting or other electronic forms.
- d) Send voting slips to the meeting by mail, fax or e-mail;
- đ) Sending voting papers by other means.

11.5. Voting method

11.5.1. The Board of Directors shall adopt a resolution or decision by voting at the meeting or collect opinions in writing or collect voting opinions through electronic means, in accordance with the form of meeting/opinion gathering decided and notified by the meeting convener/organizer in accordance with the provisions of this Regulation. The Company's Charter and the provisions of law.

11.5.2. Each member of the Board of Directors or an authorized person (if any) attending the meeting of the Board of Directors as an individual has [01] vote.

11.5.3. Members of the Board of Directors may send the replied votes to the meeting by mail, fax, e-mail or other means (if any). In case of sending voting papers to the meeting by mail, the voting papers must be contained in sealed envelopes and must be delivered to the Chairman of the Board of Directors at least 01 hour before the opening. Voting ballots are only open in the presence of all attendees. In case of sending fax or email, it must be sent before the end of counting votes.

11.5.4. In case the meeting of the Board of Directors is held in the form of face-to-face, online or face-to-face meeting combined with online, the members of the Board of Directors may vote by stating "approve", "disapprove" or "no opinion", or vote by raising their hands on each issue to be voted on.

11.5.5. A member of the Board of Directors may not vote on contracts, transactions or proposals in which such member or a person related to that member has an interest and such interests conflict or may conflict with the interests of the Company in accordance with the provisions of law and the company's Charter. A member of the Board of Directors shall not be counted in the minimum number of delegates required to be present in order to be able to hold a meeting of the Board of Directors on decisions that the member does not have the right to vote on;

11.5.6. When a matter arises at a meeting of the Board of Directors concerning the degree of interest of a member of the Board of Directors or relating to the voting rights of a member of the Board of Directors and such issues are not resolved by voluntarily waiving the voting rights of such member of the Board of Directors, such arising issues shall be referred to the Chairman of the meeting and the Chairman's decision in relation to all other members of the Board of Directors shall be of final determination, unless the nature

or scope of interests of the relevant member of the Board of Directors has not been properly announced;

11.6. Conditions for adoption of resolutions and decisions of the Board of Directors

11.6.1. Unless the company's charter provides for a higher ratio, a resolution or decision of the Board of Directors shall be adopted if it is approved by the majority of members attending the meeting; in case the number of votes is equal, the final decision shall belong to the Chairman of the Board of Directors.

11.6.2. A resolution or decision in the form of collecting opinions in writing or collecting voting opinions through electronic means shall be adopted on the basis of the approval of the majority of members of the Board of Directors with the right to vote, in case the number of votes is equal, the final decision shall belong to the side with the opinion of the Chairman of the Board of Directors. This Resolution has the same effect and validity as adopted at the meeting.

11.7. Authorization of other persons to attend meetings of members of the Board of Directors

11.7.1. Members may authorize others to attend meetings and vote if approved by a majority of members of the Board of Directors.

11.7.2. The authorization must be made in writing and notified to the Board of Directors for approval before the opening of the meeting.

11.7.3. The person authorized to attend the meeting must produce the written authorization and other legal papers of the individual when participating in the meeting of the Board of Directors.

11.8. To make minutes of meetings of the Board of Directors;

11.8.1. Meetings of the Board of Directors must be recorded in minutes and may be recorded, recorded and kept in other electronic forms.

11.8.2. The minutes of the meeting shall contain the following principal contents:

- a) Name, address of the head office, enterprise code;
- b) Time and place of the meeting;
- c) Purpose, agenda and contents of the meeting;
- d) Full name of each member attending the meeting or the person authorized to attend the meeting and the method of attending the meeting; full names of members who did not attend the meeting and the reasons;
- đ) Issues to be discussed and voted on at the meeting;
- e) Summarizing the opinions of each member attending the meeting in the order of developments of the meeting;
- g) Voting results, clearly stating the members who approve, disagree and have no opinions;
- h) The approved issue and the corresponding voting rate;

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i) Full name, signature of the chairman and the person making the record. In case the chairperson or the person taking the minutes refuses to sign the minutes of the meeting but is signed by all other members of the Board of Directors attending the meeting and has all the contents as prescribed above, this record shall take effect.

11.8.3. The chairperson, the person taking the minutes and the signatories of the minutes shall be responsible for the truthfulness and accuracy of the minutes of the meeting of the Board of Directors.

11.8.4. The minutes must be made in Vietnamese and English. Minutes made in Vietnamese and English have the same legal effect. In case there is a difference in the content between the minutes in Vietnamese and in English, the contents of the minutes in Vietnamese shall apply.

11.8.5. The minutes of the meeting of the Board of Directors and documents used in the meeting must be kept at the head office of the company.

11.9. Notification of resolutions and decisions of the Board of Directors

Resolutions and decisions of the Board of Directors on a number of mandatory information disclosure and the Company is responsible for disclosing information as prescribed.

Chapter IV

AUDIT COMMITTEE

Article 12. Rights and obligations of the Audit Committee

12.1. The Audit Committee is a professional agency under the Board of Directors.

12.2. Rights and obligations of the Audit Committee: According to the Company's Charter and the provisions of current law.

Article 13. Candidacy and nomination of members of the Audit Committee

13.1. Term of office, number and structure of the Audit Committee

13.1.1. The Audit Committee has 02 or more members. The number of members and the specific term of office of the Audit Committee shall be decided by the Board of Directors in accordance with the Regulation on Operation of the Audit Committee.

13.1.2. The Chairperson of the Audit Committee must be an independent member of the Board of Directors. Other members of the Audit Committee must be non-executive members of the Board of Directors.

13.1.3. A member of the Audit Committee may be assigned to be in charge of one or several specific areas and shall be responsible for the assigned work. The Chairman of the Audit Committee assigns work to members of the Committee based on the capacity and professional experience of each member and the Audit Committee's operation plan.

13.2. Standards of the Audit Committee

13.2.1. Members of the Audit Committee must have knowledge of accounting and auditing, have a general understanding of the law and the Company's operation and do not fall into the following cases:

- a) Working in the accounting and finance departments of the Company;
- b) Being a member or employee of an auditing organization approved to audit the company's financial statements for the previous 03 consecutive years.

13.2.2. The Chairperson of the Audit Committee must have a university diploma or higher in one of the majors of economics, finance, accounting, auditing, law and business administration.

13.2. Nomination and nomination of members of the Audit Committee

According to the Operating Regulations of the Audit Committee and the regulations/guidelines/notices issued by the Board of Directors.

Article 14. Activities of the Audit Committee

The Audit Committee is responsible for activities related to:

- 14.1.** Supervision of financial statements.
- 14.2.** Internal audit activities.
- 14.3.** Services provided by independent auditors.
- 14.4.** Internal control and risk management.
- 14.5.** To comply with professional ethics and law.

Details are specified in the Regulation on operation of the Audit Committee issued by the Board of Directors.

Chapter V

OTHER SUBCOMMITTEES OF THE BOARD OF DIRECTORS

Article 15. Other Subcommittees of the Board of Directors

15.1. In addition to the Audit Committee, the Board of Directors may establish a Subcommittee on Human Resources - Remuneration - Remuneration, a Subcommittee on Development Policies, a Subcommittee on Sustainable Development and a Subcommittee on Shareholder Relations to support the operation of the Board of Directors.

15.2. The activities of the sub-committee must comply with the regulations of the Board of Directors.

Article 16. Nomination, candidacy, election, dismissal and dismissal of members of other subcommittees of the Board of Directors

16.1. Term of office, number, criteria and structure of other subcommittees of the Board of Directors

16.1.1. The number of members of each sub-committee shall be at least [03 persons], including members of the Board of Directors and external members. The number of

members and the specific term of office of the subcommittees shall be decided by the Board of Directors in accordance with the Regulations on the operation of the subcommittees.

16.1.2. Structure and criteria of other subcommittees of the Board of Directors: According to the decision of the Board of Directors and/or the Regulation on operation of the subcommittees.

16.2. Methods of election, candidacy, dismissal and dismissal of members of other sub-committees of the Board of Directors

According to the Regulations on the operation of the subcommittees and the regulations/guidelines/notices issued by the Board of Directors.

Article 17. Activities of other subcommittees under the Board of Directors.

17.1. Other sub-committees of the Board of Directors shall have tasks and responsibilities as assigned, resolutions/decisions of the Board of Directors and/or the Regulation on operation of the subcommittees.

17.2. Members of each sub-committee may be assigned to be in charge of one or several specific areas and shall be responsible for the work assigned. The subcommittee chair assigns work to the members of the subcommittee based on the capacity and professional experience of each member and the operation plan of the subcommittees.

Chapter VI

PERSON IN CHARGE OF CORPORATE GOVERNANCE

Article 18. Selection, appointment and dismissal of the person in charge of corporate governance

18.1. Standards of the person in charge of corporate governance

18.1.1. The person in charge of corporate governance must not concurrently work for an approved auditing organization that is auditing the Company's financial statements.

18.1.2. The person in charge of corporate governance must meet the following criteria:

- a) Having knowledge of the law;
- b) Other criteria as prescribed by law, this Charter and decisions of the Board of Directors.

18.2. Appointment of the person in charge of corporate governance

18.2.1. The Board of Directors of the Company must appoint at least 01 person in charge of corporate governance to support the corporate governance at the enterprise. The number of persons in charge of corporate governance is decided by the Board of Directors.

18.2.2. The person in charge of corporate governance may concurrently act as the company secretary.

18.2.3. The person in charge of corporate governance may be a full-time or part-time employee.

18.2.4. The Board of Directors shall issue a decision on the appointment of the person in charge of corporate governance. The term of office of the person in charge of the

Company's management is 05 (years) or another term as decided by the Board of Directors from time to time.

18.3. Cases of dismissal of the person in charge of corporate governance

18.3.1. The Board of Directors has the right to dismiss the person in charge of the Company's administration at any time in the following cases:

- a) Failing to meet the criteria specified in the Company's Charter and this Regulation.
- b) There is a written resignation/resignation and it is approved;
- c) Terminate the contract with the Company.
- d) Other cases as decided by the Board of Directors.

18.3.2. The dismissal of the Chairman of the Board of Directors shall be carried out in accordance with the resolution/decision of the Board of Directors in accordance with the provisions of this Regulation, the Company's Charter and the provisions of law.

18.4. Notice of appointment and dismissal of the person in charge of corporate governance; The Company shall disclose information on the appointment and dismissal of the person in charge of corporate governance in accordance with the provisions of law.

18.5. Rights and obligations of the person in charge of corporate governance: According to the Company's Charter and the provisions of current law.

CHAPTER VII

GENERAL DIRECTOR

Article 19. Roles, responsibilities, rights and obligations of the General Director

19.1. The General Director is the person who runs the daily business of the Company; is subject to the supervision of the Board of Directors; is responsible to the Board of Directors and the law for the performance of the assigned rights and obligations.

19.2. The General Director must manage the daily business of the Company in accordance with the provisions of law, the Company's Charter, the labor contract/lease contract with the company (if any) and the resolutions and decisions of the Board of Directors. In case of operation contrary to the provisions of this Article and causing damage to the company, the General Director shall be responsible before law and must compensate the company for damage.

19.3. Rights and obligations of the General Director: According to the Company's Charter, the provisions of current law and comply with the decisions of the Board of Directors.

19.4. The General Director has the right to refuse to implement and reserve his/her opinions on decisions of the Board of Directors if he considers that such decisions are unlawful or harmful to the interests of shareholders. In this case, the General Director must immediately make a written explanation report to the Board of Directors and the Audit Committee.

19.5. Before performing tasks that require the approval of the Board of Directors, the General Director must send a report to the Board of Directors at least [07 days] before the date on which the Board of Directors approves the Resolution or decision or a shorter time limit if agreed by all members of the Board of Directors.

Article 20. Appointment, dismissal, signing and termination of contracts for the General Director

20.1. Term of office, criteria and conditions of the General Director

20.1.1. The term of office of the General Director shall not exceed 05 years and may be re-appointed for an unlimited number of terms.

20.1.2. The General Director must satisfy the following specific criteria and conditions:

- a) Being an individual with full civil act capacity;
- b) Not being a subject that does not have the right to establish and manage enterprises in Vietnam under the provisions of the Law on Enterprises.
- c) Clean judicial records: not violating the criminal law, not being banned from managing enterprises.
- d) Professional qualifications: Bachelor's degree or higher in one of the majors of business administration, economics, finance, law, textiles and garments, or other majors related to the Company's operation as decided by the Board of Directors.
- dd) Experience: At least 05 years of experience in executive management or corporate administration, knowledge of public company administration and securities market.
- e) Not be concurrently the Chairman of the Board of Directors of the Company.
- g) Must not be a person with family relations of the enterprise manager, the controller of the company and the parent company, the representative of the state ownership interests, the representative of the enterprise's capital interests at the company and the parent company.
- h) Other criteria and conditions as prescribed by law and the company's charter.

20.2. Nomination of the General Director

Members of the Board of Directors, the Human Resources - Remuneration - Bonus Subcommittee or the manager of the Company shall nominate in writing the appointment of the General Director, clearly stating his/her opinion on the conditions and criteria of the nominee enclosed with the dossier of the nominee.

20.3. Appointing and signing labor contracts/lease contracts with the General Director;

20.3.1. Appointment of the General Director:

- a) The Board of Directors shall appoint the General Director in accordance with the provisions of the Company's Charter and this Regulation.

b) The appointment shall be expressed in writing resolutions and decisions of the Board of Directors.

20.3.2. Signing labor contracts/lease contracts with the General Director:

a) According to the Resolution or decision of the Board of Directors, the Chairman of the Board of Directors or the Company's legal representative shall sign a labor contract/lease contract with the General Director on behalf of the Company.

b) Remuneration, salary, benefits and other terms decided by the Board of Directors, which are reflected in the labor contract/lease contract for the General Director and/or resolutions/decisions of the Board of Directors.

20.4. Dismissal of the General Director

20.4.1. The Board of Directors may dismiss the General Director when the majority of members of the Board of Directors who have the right to vote at the meeting approve and appoint a new General Director to replace him.

20.4.2. The Board of Directors shall dismiss the General Director in the following cases:

a) There is a letter of resignation/resignation.

b) The labor/hiring contract of the General Director is terminated.

c) Reaching the retirement age and the two parties do not agree to continue performing the labor contract/hiring the General Director.

d) Failing to meet the prescribed criteria and conditions;

dd) Failing to complete tasks, violating the law or the Company's charter, causing damage to the Company.

e) Violating the law to the extent of being examined for penal liability or forced to terminate the labor contract/hire the General Director.

g) Other cases specified in the company's charter.

h) In other necessary cases as decided by the Board of Directors, if it is approved by a majority of members of the Board of Directors with the right to vote.

20.5. Termination of labor contracts/lease contracts with the General Director

The Company terminates the labor contract/lease contract with the General Director after the Board of Directors issues a resolution or decision to dismiss the General Director. The termination of the contract with the General Director shall comply with the provisions of law, the Company's Charter, this Regulation and other regulations of the Company.

20.6. Notice of appointment, dismissal, signing and termination of contracts for the General Director

The notification of appointment, dismissal, signing of contracts and termination of contracts with the General Director shall be carried out in accordance with the law on information disclosure.

Article 21. Salary and other benefits of the General Director

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This document is published simultaneously in Vietnamese and English. In case of any discrepancy or different interpretation between the Vietnamese and English texts, the Vietnamese text shall take precedence

21.1. The salaries, remuneration, bonuses, allowances and other benefits of the General Director shall be decided by the Managing Board.

21.2. The salary and remuneration of the General Director shall be included in the company's business expenses in accordance with the law on enterprise income tax, which shall be expressed as a separate item in the company's annual financial statements and must be reported to the General Meeting of Shareholders at the annual meeting.

Chapter VIII

EFFECT

Article 22. Validity and organization of implementation

22.1. The internal regulation on corporate governance of TNG Investment and Trading Joint Stock Company takes effect from April 19, 2026.

22.2. The contents not specified or mentioned in this Regulation shall be adjusted in accordance with the provisions of the Company's Charter, the Regulation on Operation of the Board of Directors and/or the provisions of current law.

22.3. In case there are provisions of relevant laws that are not mentioned in the Company's Charter, the Regulation on Operation of the Board of Directors and this Regulation or in case there are new provisions of law other than the provisions of this Regulation, the provisions of the law will be applied to govern the Company's governance activities.

22.4. The Board of Directors is entitled to adopt and promulgate the Regulations on the organization of the General Meeting of Shareholders, the Regulations on voting, election/additional election of members of the Board of Directors, the Regulations on the operation of the Audit Committee and other subcommittees of the Board of Directors, decisions, notices/instructions of the Board of Directors to detail the contents of this Regulation or guide the implementation of contents not specified or mentioned in this Regulation within the scope of the internal regulation on corporate governance.

22.5. In order to delineate the competence, obligations and responsibilities of departments and individuals related to the establishment, implementation, management and control of economic transactions arising at the Company, the Chief Accountant shall propose the General Director to propose the Board of Directors to approve and promulgate the internal management regulations (or equivalent documents) determine the above contents according to the following principles:

a) The establishment, execution, management and control of economic transactions arising at the Company must fully comply with the provisions of law, the Company's Charter, relevant statutes, policies and internal regulations.

b) The system of regulations and processes shall be developed and implemented to ensure transparency, efficiency, prevention of risks, corruption, waste and negativity that may arise related to economic transactions.

c) The Board of Directors, the Audit Committee, the Board of Management, the Chief Accountant and the Internal Audit shall be responsible within the scope of their functions and tasks for the establishment, operation and supervision of the Company's internal control system.

**ON BEHALF OF THE BOD
CHAIRMAN**



Nguyen Van Thoi

