

Hai Phong City, April 20, 2026

REGULATION
ON ORGANIZATION OF THE 2026 ANNUAL GENERAL MEETING OF
SHAREHOLDERS OF PETRO TIMES JSC

In order for the 2026 Annual General Meeting of Shareholders to achieve high results, in accordance with the planning program and the provisions of the Charter of Petro Times Joint Stock Company, the Company's Board of Directors has developed the working regulations for the Meeting with the following specific contents:

Objectives:

- Ensure the principles of transparency, fairness, and democracy, in accordance with the law.
- Create favorable conditions for the organization and conduct of the General Meeting of Shareholders.

CHAPTER I
GENERAL PROVISIONS

Article 1. Scope of Application:

1.1. This regulation is used for the organization of the 2026 Annual General Meeting of Shareholders of Petro Times Joint Stock Company (hereinafter referred to as "the company").

1.2. This regulation specifies the rights and obligations of Shareholders and parties attending the General Meeting; as well as the conditions and procedures for conducting the General Meeting .

Article 2. Applicable entities:

Shareholders, their Representatives and participating parties shall be responsible for complying with the provisions of this Regulation.

CHAPTER II
RIGHTS AND OBLIGATIONS OF THE PARTIES ATTENDING AT THE
GENERAL MEETING

Article 3. Attendees of the 2026 Annual General Meeting of Shareholders

3.1. Shareholders owning shares of the Company, whose names are included in the list of shareholders entitled to attend the GMS as of the final registration date (i.e. **March 26, 2026**), provided by Vietnam Securities Depository and Clearing Corporation.

3.2. Guests and consulting organizations (if any).

Article 4. Rights and obligations of shareholders:

4.1. Rights of shareholders attending the GMS:

- All shareholders of the Company have the right to attend and vote on matters within the authority of the General Meeting of Shareholders.



- In case of inability to attend the GMS, shareholders may authorize another person to attend and vote on matters within their authority. This authorization must be made in writing according to the template attached to the Invitation of the GMS or the template posted on the Company's website and must bear the following signatures:

+ If the authorizing party is an individual shareholder, it must bear the signatures of that shareholder and the authorized attendee;

+ If the authorizing party is an authorized representative of an organizational shareholder, it must bear the signatures of the authorized representative, the legal representative of the shareholder, and the authorized attendee.

- In addition to the distributed materials, each shareholder attending the GMS will also receive a Voting Ballot to cast votes on the content related to the Reports and Submissions presented by the Presidium at the meeting.

- Shareholders who arrive late to the General Meeting of Shareholders have the right to register immediately and subsequently have the right to participate and vote at the Meeting, but the Chairperson is not responsible for pausing the Meeting to allow late-arriving shareholders to register, and the validity of voting rounds conducted previously will not be affected.

4.2. Obligations of Shareholders Attending the Meeting:

- Shareholders attending the meeting must dress appropriately and respectfully;

- Attend the General Meeting of Shareholders fully in accordance with the Company's regulations. In case of absence, authorization must be granted to a representative to attend in accordance with regulations;

- Shareholders or shareholder representatives attending the meeting must complete the registration procedures with the Meeting Organizing Committee;

- Comply with the conditions and procedures specified in the Company's Charter and these Regulations;

- Strictly comply with the Regulations at the 2026 Annual General Meeting of Shareholders, respecting the results of the Meeting.

Article 5. Rights and Obligations of the Chairperson:

5.1. Chairperson:

The meeting Chairperson is the Chairman of the Board of Directors or a person authorized by the Chairman of the Board of Directors, who serves as the presiding officer of the General Meeting of Shareholders. The authorized person must be a member of the Board of Directors.

5.2. The Chairperson has the following rights and obligations:

- To conduct the Meeting in accordance with the agenda in a legitimate and orderly manner;

- In the event of issues arising outside the agenda of the General Meeting of Shareholders, the Chairperson will consult with other members of the Organizing Committee (before the Meeting begins) or the Presidium (during the Meeting) to find a resolution. However, in the event of differing opinions, the Chairperson's opinion will be decisive;

- To take necessary measures to conduct the meeting in a reasonable and orderly manner, in accordance with the approved agenda and reflecting the wishes of the majority of attendees;

- To have the right to adjourn the Meeting, which has a sufficient number of delegates, to another time and place decided by the Chairperson without requiring the opinion of the Meeting, if it is deemed that:

+ The meeting venue does not have sufficient seating for all attendees;

+ An attendee is engaging in obstructive or disruptive behavior, posing a risk of preventing the meeting from being conducted fairly and legally.

+ The adjournment is necessary for the meeting's proceedings to be conducted legitimately.

+ The maximum adjournment period is three days from the scheduled opening date of the meeting.

Article 6. Rights and Obligations of the Presidium:

6.1. Presidium: Consists of member of the Board of Directors and the Company's leadership.

6.2. Duties of the Presidium:

- To be the highest authority directing the proceedings of the Meeting;

- To guide and answer shareholders' questions regarding the issues raised in the Meeting's agenda;

- To conduct and preside over the voting process on issues raised in the Meeting in accordance with the provisions of law and the Company's Charter.

Article 7. Rights and Obligations of the Secretariat:

7.1. The meeting Secretariat is appointed by the Chairperson and is responsible for assisting the Chairperson in recording and preparing the minutes of the General Meeting of Shareholders;

7.2. Responsible for the accuracy, truthfulness, and completeness of the Minutes of the General Meeting of Shareholders;

7.3. Perform other duties assigned by the Chairperson during the meeting's recess.

Article 8. Rights and Obligations of the Shareholder Eligibility Verification Committee and the Vote Counting Committee:

8.1. The Shareholder Eligibility Verification Committee established by the Meeting Organizing Committee, is responsible for:

- Compiling a list of shareholders attending the meeting.

- Collecting and verifying meeting invitation letters and authorization letters.

- Verifying that attendees are complete and correctly represent the shareholder composition.

- Preparing a report on shareholder eligibility verification to present to the meeting.

8.2. The Vote Counting Committee is nominated by the Chairperson and approved by the General Meeting of Shareholders. The Vote Counting Committee consists of 03 members introduced by the Chairperson to be elected by the Meeting from among the attending

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Delegates. Members of the Vote Counting Committee shall not concurrently serve as the Meeting Secretary. The Vote Counting Committee is responsible for guiding the voting procedures, overseeing the voting process, organizing the vote count, preparing the Minutes, and announcing the vote count results to the Meeting, and then submitting the Minutes to the Chairperson.

8.3. The Vote Counting Committee is responsible for the accuracy and truthfulness of the vote count results.

CHAPTER III

ORDER AND PROCEDURES OF THE GENERAL MEETING

Article 9. Conditions for conducting the General Meeting

The General Meeting of Shareholders shall be conducted when the number of shareholders attending the meeting represents at least 50% of the total voting shares of the Company, according to the shareholder list invited to the meeting at the time of the decision to convene the Meeting.

Article 10. Meeting Procedures

10.1. The Meeting is expected to last for half a day.

10.2. The Meeting will sequentially discuss and approve the items listed in the Agenda of the General Meeting of Shareholders.

10.3. In case there are changes to the agenda or working content of the General Meeting, it must be approved by the General Meeting.

Article 11. Discussion at the General Meeting

11.1. The Chairperson manages the discussion at the General Meeting reasonably. Shareholders must raise their hands to ask for the chairperson's opinion and can only speak after being permitted by the chairperson. If many shareholders have opinions at the same time, the chairman will invite each shareholder to present their opinion in turn.

11.2. Shareholders should speak briefly and clearly. The chairperson has the right to interrupt shareholders' presentations and has the right to exclude questions from the discussion if they find the questions are repetitive or not related to the agenda.

11.3. Contributing opinions or questions will be collected at the same time and answered in turn. If the discussion exceeds the time allocated in the agenda, unanswered questions will be recorded by the Secretary and the presidium may answer shareholders later by email or in writing.

Article 12. Voting Procedures at the General Meeting

12.1. Voting Method:

- Resolutions at the General Meeting are all passed directly at the Meeting through a voting method of approval based on the proportion of shares held by attending shareholders or their authorized representatives.

- Shareholders shall utilize Voting Ballot to cast their votes on the proposed resolutions. Each item on the Voting Ballot has 03 boxes for shareholders to choose their voting opinion, including: Agree, Disagree, No Opinion.

- Shareholders record their voting opinion by marking (x) or (v) in the corresponding voting box. In case of an incorrect mark, shareholders can cross out the incorrect part and sign next to the corrected choice.

12.2. Classification of Voting Ballot

- **Valid Voting Ballot:** is a pre-printed Voting Ballot according to the form issued by the Organizing Committee of the General Meeting, bearing the company's seal, not torn, erased, scraped, corrected, and with voting marks made according to the regulations on the Voting Ballot. Voting content is considered invalid if the Delegate does not mark any voting box or marks more than one voting box for the same voting item; in that case, the remaining valid items will still be counted in the voting results.

- **Invalid Voting Ballot:** is a Ballot Paper that does not comply with the regulations of a Valid Voting Ballot and does not have the full signature of the Shareholder.

Article 13. Approval of Decisions of the General Meeting of Shareholders

13.1. Resolutions and Decisions of the Meeting are valid only when approved by shareholders holding and representing 50% or more of the total voting shares of all attending shareholders.

13.2. For Decisions of the General Meeting of Shareholders related to:

- Share types and the total number of shares of each type;
- Changes in business lines and areas;
- Changes in the company's management organization structure;
- Investment projects or asset sales with a value equal to or greater than 35% of the total assets recorded in the company's most recent financial statements;
- Reorganization or dissolution of the company;

Decisions of the General Meeting of Shareholders will be approved when shareholders representing at least 65% of the total voting shares of all attending shareholders and shareholder representatives agree.

Article 14. Minutes and Resolution of the General Meeting of Shareholders:

14.1 All content of the General Meeting of Shareholders must be recorded by the Meeting Secretary in the Minutes. The Minutes are read and approved by the GMS before the closing of the GMS, and are kept at the company.

14.2 Based on the minutes of the meeting and the vote counting results, the Secretariat compiles the data and issues a draft Resolution of the General Meeting. The draft resolution is read and approved by the General Meeting before the closing of the meeting.

CHAPTER IV IMPLEMENTATION

Điều 15. Effectiveness of the Regulations:

These Regulations, comprising 04 chapters and 15 articles, are applied by the Board of Directors of Petro Times Joint Stock Company to the 2026 Annual General Meeting of Shareholders, held on April 20, 2026, and shall take effect immediately upon approval by the General Meeting of Shareholders.

On Behalf of The Board of Directors
CHAIRMAN



Pham Van Ky

**REPORT TO THE 2026 ANNUAL GENERAL MEETING OF
SHAREHOLDERS**
**On the Activities of the Board of Directors in 2025 and the Operational Directions
for 2026**

To: The Annual General Meeting of Shareholders.

The Board of Directors (BoD) hereby reports to the 2026 Annual General Meeting of Shareholders the results of operations in 2025 and the operational plan and direction of the BoD for 2026 as follows:

PART I. ACTIVITIES OF THE BOARD OF DIRECTORS IN 2025

1. Personnel Structure of the Board of Directors in 2025

The Board of Directors of the Company consists of 05 members, with Mr. Pham Van Ky as the Chairman, specifically:

No	Full name	Position on BOD	Position in the Company
1	Phạm Văn Kỳ	Chairman	-
2	Nguyễn Thị Thà	Member	CEO
3	Phạm Thị Ly	Member	Deputy General Director
4	Nguyễn Văn Ngọc	Independent Member	-
5	Nguyễn Văn Song	Independent Member	-

2. Activities of the Board of Directors in 2025 in accordance with the Enterprise Law and the Company's Charter

2.1. Meetings of the Board of Directors

In 2025, the Board of Directors held 06 periodic and extraordinary meetings to approve and promptly resolve arising matters within its authority. Details of these meetings are specified in the 2025 Corporate Governance Report, which has been officially disclosed.

2.2. Activities of Board Members

The Board of Directors assigns specific duties to each member to oversee specialized areas and supervise the operations of the Company's units. Specifically:

- **Chairman of the Board of Directors:**



1. Lead and organize the Board of Directors, convene and chair Board meetings, sign and issue Board Resolutions and Decisions, and supervise the implementation process of approved Resolutions and Decisions.
2. Represent the Board of Directors in signing documents and reports, and hold the highest accountability to the General Meeting of Shareholders regarding strategic and governance matters.
3. Perform other functions and duties in accordance with the law and the Company's Charter.

- **Board Members holding concurrent management positions within the Company:**

1. Develop and advise the Board of Directors on production and business development orientations, as well as contribute to and improve the Company's **Internal Person** policies and internal management processes.
2. Assign duties to respective departments and divisions and evaluate the operational efficiency of each. Organize meetings between the management team and employees to enhance operational capacity and provide timely adjustments if necessary.
3. Perform other functions and duties in accordance with the law and the Company's Charter.

- **Independent Board Members:**

1. Fully participate in Board of Directors' meetings; supervise the management and executive activities of the Board of Management and other Board members.
2. Provide objective contributions regarding the Company's executive operations, directions, and business plans, ensuring the objectivity and reasonableness of the Board of Directors' Decisions.
3. Perform other functions and duties in accordance with the law and the Company's Charter.

2.3. Independent Board Member's Report on the Board of Directors' Activities in 2025

According to the Board of Directors' operational plan, the Board's activities in 2025 focused correctly on the Resolutions of the General Meeting of Shareholders and complied with the Law on Enterprises, the Company's Charter, and internal regulations.

The Board of Directors effectively performed its development orientation functions by formulating and adjusting the Company's Development Strategy through 2026, with a vision to 2030, and strengthening supervision and risk management to ensure high efficiency for the Company.

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The Board of Directors approved major and key transactions as well as related party transactions in accordance with regulations.

The Board of Directors respects and facilitates the Supervisory Board's right to inspect the reasonableness and legality of management and executive activities; it seriously acknowledges and rectifies any deficiencies or existing issues in management as concluded in the Supervisory Board's inspection results.

2.4. Oversight Activities of the Board of Directors Regarding the Board of Management

In compliance with the provisions of the Charter and the Internal Regulations of the company, the Board of Directors implemented oversight, support, and guidance for the General Management in deploying business and development activities in 2024 in accordance with the orientations set forth by the General Meeting of Shareholders. The Board of Directors held question-and-answer sessions and worked directly with the General Management through regular and extraordinary meetings, thereby noting assessments in the following areas:

- Results of implementing the business production plan according to the orientations entrusted by the General Meeting of Shareholders;
- Plans to address issues and prevent risks arising during business operations and management activities;
- Developing sustainable development plans and orientations for the company, ensuring to grasp market trends to maximize profits.

Under the direction of the Board of Directors, the General Management ensured the implementation of activities in compliance with legal regulations, the policies of the General Meeting of Shareholders, and the Resolutions issued by the Board of Directors.

2.5. Report on Information Disclosure and Related Party Transactions:

During Fiscal Year 2025, the Board of Directors collaborated with the Supervisory Board and the Executive Management in carrying out both periodic and extraordinary information disclosure activities in compliance with legal regulations.

In 2025, the Board of Directors approved the policies for transactions with related parties, ensuring that all transactions were executed in full compliance with regulations. Detailed transactions between the Company and related parties are specified in the 2025 Corporate Governance Report, which has been officially disclosed.

3. Results of Implementation of the 2025 Annual General Meeting of Shareholders' Resolutions

3.1. Results of Business Operations in 2025

Under the guidance of the Board of Directors, the Executive Management, and the entire staff, significant efforts were made, leading to the achievement of the following results:

Table of Business Performance Results for 2025

Unit: VND

Indicator	Actual 2025	Planned 2025	Actual/ Planned Rate	Actual 2024	2025/2024 Growth Rate
Revenue	4,550,549,064,258	4,800,000,000,000	94.80%	4,047,883,406,643	12.42%
Profit before Tax	7,460,748,968	15,000,000,000	49.74%	11,320,445,262	-34.09%
Profit after Tax	4,628,607,576	12,000,000,000	38.57%	9,056,356,210	-48.89%
Dividend		-	-	8%	-

In 2025, the Company's business operations maintained a growth momentum compared to the same period; specifically, revenue in 2025 increased by 12.42%. However, the Company made a provision for doubtful receivables of 5.6 billion VND, leading to a 48.89% decrease in profit after tax compared to 2024.

Regarding performance against the targets set at the 2025 Annual General Meeting of Shareholders: 2025 revenue reached 94.8% of the target, and 2025 profit after tax reached 38.57% of the planned target.

3.2. Remuneration of the Board of Directors, Supervisory Board, and General Director

Based on the remuneration plan for the Board of Directors and the Supervisory Board approved by the 2025 Annual General Meeting of Shareholders, the members of the Board of Directors and the Supervisory Board did not receive any remuneration to allow the Company to have more resources for business operations.

Income of the General Director in 2025: VND 240,464,153.

3.3. On the Implementation of Resolutions Approved at the 2025 Annual General Meeting of Shareholders

In accordance with the policy approved at the 2025 Annual General Meeting of Shareholders (AGM), the Company distributed the 2024 stock dividend at a rate of 8%, increasing the number of outstanding voting shares to 19.6 million. The Board of Directors coordinated with relevant departments to complete the procedures for amending the Company's Charter and updating the Enterprise Registration Certificate in full compliance

with the law.

PART II. ORIENTATIONS AND OPERATIONAL PLAN FOR 2026

1. Personnel Structure in 2026

In 2025, the Company's Board of Directors anticipates no changes in its personnel structure, maintaining the current composition of the Board of Directors comprising 05 members, with Mr. Pham Van Ky serving as the Chairman of the Board.

2. Business Plan for Fiscal Year 2026

Based on the current business situation, the Board of Directors submits to the General Meeting of Shareholders for approval the business plan for 2026, with the following projected targets:

Indicator	Unit	Plan for 2026
Net Revenue	VND	5,232,694,000,000
Profit before Tax	VND	13,186,000,000
Profit after Tax	VND	10,549,000,000
Dividend	%	-

3. Direction of the Board of Directors' Activities for Fiscal Year 2026

In 2026, alongside maintaining and enhancing operational efficiency, the Board of Directors will continue to focus on and intensify its guidance in the implementation of several Company activities as follows:

- Executing the duties of the Board of Directors based on compliance with legal regulations, the Company's Charter, and the Operating Regulations of the Board of Directors, ensuring the successful completion of targets set forth in the Resolutions of the General Meeting of Shareholders;
- Developing the direction of business operations in accordance with the Resolutions of the General Meeting of Shareholders, ensuring the achievement of planned targets and developing specific strategic directions to boost revenue and achieve high growth rates;
- Continuing close supervision and guidance of the Executive Management, providing timely input on the Company's operational management, proactively mitigating potential risks, and proposing the most effective and optimal solutions;
- Balancing the interests of shareholders and the benefits of the Company;
- Developing a proactive and appropriate human resource management strategy that safeguards the rights of employees.

The foregoing constitutes the report of the Board of Directors on its activities during 2025, and its operating plan and strategic direction for 2026, respectfully submitted to the Annual General Meeting of Shareholders for review, consideration and approval.

Respectfully reporting to the 2026 Annual General Meeting of Shareholders!

**ON BEHALF OF THE BOARD
OF DIRECTORS
CHAIRMAN**



Pham Van Ky

**REPORT TO THE 2026 ANNUAL GENERAL MEETING OF
SHAREHOLDERS**
**On the Activities of the Management Board in 2025 and the Operational Directions
for 2026**

The Management Board of Petro Times Joint Stock Company hereby submit to the 2026 Annual General Meeting of Shareholders a report on the operational performance in 2025, and the proposed operating plan and strategic direction of the Management Board for 2026, as follows:

I. ACTIVITIES OF THE MANAGEMENT BOARD IN 2025

1. Personnel Structure of the Management Board in 2025

The Company's Management Board in 2025 comprised 02 members, with Ms. Nguyen Thi Tha serving as the General Director:

No	Full name	Position in The BoD	Position in the Company
1	Nguyễn Thị Thà	Member of the BoD	CEO
2	Phạm Thị Ly	Member of the BoD	Deputy General Director

2. Report on Business Performance in 2025

In 2025, the Company executed an audit agreement with an auditing firm, Nhan Tam Viet Auditing Company Limited. The Company issued quarterly financial statements, reviewed semi-annual financial statements, and audited annual financial statements, ensuring full and timely information disclosure in accordance with legal regulations..

Under the guidance of the Board of Directors and the dedicated efforts of all employees, the Company strived and achieved the following results in 2025:

Table of Business Performance Results for 2025

Indicator	Actual 2025 (VND)	Planned 2025 (VND)	Actual/ Planned Rate	Actual 2024 (VND)	2025/2024 Growth Rate
Revenue	4,800,000,000,00	4,550,549,064,258	94.80%	4,047,883,406,643	12.42%
Profit before Tax	15,000,000,000	7,460,748,968	49.74%	11,320,445,262	-34.09%

Indicator	Actual 2025 (VND)	Planned 2025 (VND)	Actual/ Planned Rate	Actual 2024 (VND)	2025/2024 Growth Rate
Profit after Tax	12,000,000,000	4,628,607,576	38.57%	9,056,356,210	-48.89%
Dividend	-	-	-	8%	-

Despite market challenges and fluctuations, through the dedicated efforts and timely seizing of opportunities by the Leadership and all employees, the Company recorded a 12.42% increase in revenue in 2025 compared to 2024, reaching 94.8% of the target. However, due to the provision for doubtful receivables, profit reached only 38.57% of the target and decreased compared to 2024. The Board of Management will strengthen cost management and evaluate debt collection more effectively to ensure sustainable business growth and the fulfillment of planned targets in the coming period.

3. Report on the Company's Operational Status:

a. General Operational Status:

In 2025, the Company increased its charter capital to 196.4 billion VND through the issuance of shares for the 2024 dividend payment at a rate of 8%, thereby strengthening the Company's capital resources. Throughout the year, the Company continuously expanded its investment promotion activities to develop existing business operations and seek new business opportunities. This was achieved through meetings and working sessions with representatives from various companies and clients to research, exchange ideas, and determine prospects for future investment cooperation.

b. Departmental Activities:

Finance and Accounting Department

In 2025, the Department successfully met the financial requirements for all of the Company's production and business operations in accordance with the established plan, ensuring the preservation and growth of the Company's capital and shareholders' equity. The Board of Directors and the Management board acknowledge that no instances of financial mismanagement within the Company or significant violations with regulatory authorities occurred during 2025. The Department also took the lead in conducting regular inventory checks and asset valuations, and in proposing appropriate financial management strategies to the Management Board.

Administration and Human Resources Department

In 2025, the Department developed the organizational structure for various departments within the Company, gradually moving towards the standardization of internal processes and operations. Simultaneously, the Department also advised the Management Board on personnel arrangement, allocation, and development through organizational structure analysis reports, work performance evaluations, and personnel competency assessments.

The Department ensured the full implementation of salary regulations, labor rules regarding rewards, work regulations, rest periods, and social insurance regimes for employees.

The Department effectively carried out the task of improving the process of archiving and managing records, and ensured security, occupational safety, and fire prevention.

The Department efficiently handled administrative procedures, drafted administrative documents, and collaborated with other departments in conducting inventory checks and managing assets.

It also maintained good coordination with other departments in the task of promoting the Company's activities.

Business Development Department

Amidst a year of both challenges and opportunities in 2025, the Company's Management Board acknowledges the Department's effective performance in advising on and proposing sound and efficient business plans. The Company's input and output were secured, existing customer relationships were maintained and strengthened, and numerous opportunities with potential customers were also developed. Product and service distribution activities were executed swiftly and with utmost efficiency, creating a positive impression among customers and the community.

Transportation Department

The Department coordinated, scheduled, and directed transportation vehicles in accordance with delivery schedules, ensuring on-time delivery.

It managed all drivers and transportation staff; oversaw fuel consumption and expenses related to vehicle maintenance; and was responsible for resolving any issues arising during the transportation process.

The Department managed orders through a closed-loop process: collaborating with the Business Development Department to plan deliveries – ensuring on-time delivery –



finalizing settlements upon order completion – and collecting customer feedback to generate data for service improvement analysis.

Procurement Department

The Department maintained and developed potential suppliers, established and managed procurement planning information, reviewed the volume of incoming materials and inventory levels on a monthly or quarterly basis during planning to propose solutions; it also supervised and inspected orders, and closely monitored accounts payable.

In collaboration with other departments, the Procurement Department conducted market and customer research, collected data, and analyzed customer needs. This information was then used to support the Management Board in advising on and proposing sales prices for products, and in developing effective business plans.

Retail System

In 2025, the Company continued to develop and expand its business operations with 05 retail outlets located in the provinces of Hai Phong , Thai Nguyen and Lam Dong . These retail outlets closely coordinated with the guidance of the Company's Management Board, managed supply and inventory, and adhered to the overall business direction and plans of the Company.

II. ORIENTATIONS AND OPERATIONAL PLAN FOR 2026

1. Personnel Structure in 2026

In 2026, the Management Board anticipates continuing operations with 2 members and no changes in its personnel structure.

2. Business Plan for Fiscal Year 2026

Indicator	Unit	Plan for 2026
Net Revenue	VND	5.232.694.000.000
Profit before Tax	VND	13.186.000.000
Profit after Tax	VND	10.549.000.000
Dividend	%	-

3. Strategic Direction of the Management Board for 2026

- Expand training and enhance the professional capabilities of the Management board and specialized departments; foster management skills and conduct in-depth research to develop business operations; ensure work progress and the quality of products and services;

- Develop detailed plans to accelerate the investment progress of current projects; broaden capital mobilization strategies, seek strategic investors, and maintain relationships with reputable partners;
- Manage and operate the organizational structure towards the application of modern technology, promote honest and transparent communication to gather feedback, and build a professional, streamlined, and efficient departmental and personnel structure;
- Continue to develop and refine a tiered reward system to foster a proactive and enthusiastic work ethic, enhance the quality of personnel, and recruit competent employees who align with the Company's needs.

The foregoing constitutes the report of the Management Board of the Company on its activities during 2025, and its operating plan and strategic direction for 2026, respectfully submitted to the Annual General Meeting of Shareholders for review, consideration, and approval.

Respectfully reporting to the 2026 Annual General Meeting of Shareholders!

**On Behalf of the Management Board
CEO**



Nguyen Thi Tha

**REPORT TO THE 2026 ANNUAL GENERAL MEETING OF
SHAREHOLDERS**
**On the Activities of the Supervisory Board in 2025 and the Operational Directions for
2026**

The Supervisory Board hereby submits to the 2026 Annual General Meeting of Shareholders a report on its activities in 2025, and its operational plan and strategic direction for 2026, as follows:

A. ACTIVITIES IN FISCAL YEAR 2025

I. Organization and Activities of the Supervisory Board in 2025

The Company's Supervisory Board comprises 03 members, as follows:

- Head: Cao Thị Phương.
- Member: Hồ Thị Hương.
- Member: Nguyễn Thị Thu Hương.

1. During 2025, the Supervisory Board undertook the following activities:

- Supervised the Board of Directors and the Management Board in the management and administration of the Company. Examined the reasonableness, legality, and accuracy in the operational and management activities of the Board of Directors; and monitored compliance with the Board of Directors' Resolutions and other directives..
- Monitored the implementation of the business plan through financial reports and periodic reports from the Management Board; and oversaw the financial situation, capital balance, and cash flow management..
- Evaluated the completeness, legality, and accuracy of the business performance report, semi-annual financial statements, and audited annual financial statements; and assessed the suitability of internal regulations and the effectiveness of the application of the operational and control systems.
- In 2025, in accordance with the share issuance plan approved at the Annual General Meeting of Shareholders, the Board of Directors, the Supervisory Board, and the Management Board of the Company collaborated to prepare the necessary documentation and successfully increased the charter capital to VND 196.4 billion through a 8% stock dividend distribution.
- Fulfilled other obligations as stipulated by law and the Resolutions of the General Meeting of Shareholders.

2. Summary of Supervisory Board Meetings and Decisions

- Over the past year, the Supervisory Board held 04 regular quarterly meetings.

- Based on the impact of the global and domestic economic situation, as well as the actual operations of the Company, the Supervisory Board made the following proposals to the Board of Directors:

- + Implement timely and effective business activities to capitalize on opportunities when domestic energy prices tend to increase.
- + Closely monitor compliance in the implementation of the share issuance plan to increase charter capital in accordance with legal regulations and the Company's Charter.
- + Enhance market research and forecasting efforts, and expand relationships with domestic and international partners to maximize the utilization of the Company's resources.
- + Supplement the salary, bonus, and disciplinary policies to boost employee morale within the Company.

3. Results of Supervision of Members of the Board of Directors, Members of the Management Board, and Management Staff.

In 2025, the Supervisory Board maintained regular oversight of the Board of Directors, the Management Board, and shareholders, ensuring that all activities of the Company and its departments were conducted in compliance with legal regulations and internal regulations. The Supervisory Board consistently received timely cooperation and was provided with all necessary information and documentation when requested.

Based on the results of supervision, the General Meetings of Shareholders, the collection of shareholder opinions in writing, and the meetings of the Board of Directors were all implemented effectively. In 2025, the Board of Directors held 06 meetings to discuss and approve investment activities, production and business operations, capital increases, and other matters within its authority. The Board of Directors also completed its oversight of the Management Board in operational activities, ensuring the smooth and efficient functioning of the organization.

Regarding the Executive Board, the Supervisory Board assesses that its members demonstrated a high sense of responsibility in their work, proactively and comprehensively evaluated difficulties and advantages, and listened to the Supervisory Board's contributions to regularly implement risk management practices to prevent losses and forecast opportunities. Personnel and financial matters were closely controlled and aligned with the Company's actual situation.

The Supervisory Board maintained close coordination with the Board of Directors and the Management Board in inspecting and supervising members as well as the entire organization to promptly address existing issues, thereby enhancing management efficiency.

In 2025, the Supervisory Board noted that it did not receive any written requests from shareholders or groups of shareholders to inspect matters related to the management and



administration of the Board of Directors, the Management Board, and the Company's operations.

4. Supervisory Board Remuneration:

Shareholders are requested to refer to the Proposal on the Approval of the Remuneration Plan for the Board of Directors and the Supervisory Board in 2025, which has been submitted to the General Meeting of Shareholders

II. Financial Status and Business Performance of the Company in 2025

1. Key Financial Indicators as of December 31, 2025:

Indicator	Actual (VND)
Charter Capital	196,449,230,000
Revenue	4,550,549,064,258
Profit before tax	7,460,748,968
Profit after tax	4,628,607,576

Summary of the Company's Financial Position as of December 31, 2025 (The financial statements have been audited by Nhan Tam Viet Auditing Company Limited).

Assets:

Item	Amount (VND)
I. Short-term Assets	325,728,350,316
1. Cash and cash equivalents	58,046,744,219
2. Short-term financial investment	27,522,400,000
3. Short-term receivables	97,881,276,297
4. Inventory	140,462,169,488
5. Other short-term assets	1,815,760,312
II. Long-term Assets	180,277,775,702
1. Long-term receivables	0
2. Fixed assets	63,182,371,754
3. Investment real estate	101,475,413,961
4. Long-term unfinished assets	0
5. Long-term financial investment	14,700,000,000
6. Other long-term assets	919,989,987
Total Assets	506,006,126,018

Capital Source:

20185,
NG TY
PHÂN
CỔ TİM
PHỐ HẢI

Item	Amount (VNĐ)
I. Liabilities payable	304,123,350,329
1. Short-term debt	284,123,350,329
2. Long-term debt	20,000,000,000
II. Owner's equity	201,882,775,689
1. Equity	196,449,230,000
2. Capital surplus	(134,050,000)
3. Undistributed profit after tax	5,567,595,689
Total Capital	506,006,126,018

2. Financial Management:

- Regarding expenditure and accounting records: The Company complied with regulations and maintained complete documentation.
- The establishment of funds was conducted in accordance with current financial regulations.
- Accounts receivable, accounts payable, and advances were reconciled.
- Regarding the management of fixed assets and working tools: The Company conducted an inventory of fixed assets and working tools, tracked and maintained records, and calculated depreciation in accordance with current regulations.
- Regarding obligations to the state budget: The Company declared and paid all related taxes and fees.

B. OPERATIONAL PLANS FOR 2026

I, Supervisory Board Personnel Structure for 2026

The Supervisory Board anticipates no changes in its personnel structure for 2026.

II, Operational Plan of the Supervisory Board for 2026

To fulfill its supervisory duties in accordance with the Enterprise Law and the Company's Charter, the Supervisory Board submits the following work plan for 2026 to the General Meeting:

- Continue to implement the plans approved by the General Meeting of Shareholders and ensure compliance with the Regulations of the Board of Supervisors.
- Oversee the development of the 2026 business plan and the Company's plan implementation.
- Evaluate financial performance, asset utilization efficiency, and the operational status of each of the Company's investment projects.
- Maintain the quarterly regular meeting schedule, update professional knowledge, enhance

professional skills, and coordinate with the Management Board to effectively manage the Company.

- Oversee information disclosure activities, ensuring compliance with relevant regulations.
- Other tasks assigned by the General Meeting of Shareholders.

C. CONCLUSION.

- The Company's activities in 2025 have complied with all applicable laws and the Company's Charter.
- The Board of Supervisors found no irregularities in the Company's production and business operations.
- The Board of Directors and the Management Board have demonstrated close, proactive, and positive coordination in addressing the Company's challenges, decisively directing implementation, ensuring employment, and improving income for employees.

Respectfully reporting to the 2026 Annual General Meeting of Shareholders!

On Behalf of the Supervisory Board

Head of the Board



Cao Thị Phương

SUBMISSION

**Re: Approval of the Audited Financial Statements for 2025 and
the selection of an auditing firm for 2026**

To: The General Meeting of Shareholders

- Pursuant to the Law on Enterprises No. 59/2020/QH14 passed by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020;
- Pursuant to the Law on Securities No. 54/2019/QH14 passed by the National Assembly of the Socialist Republic of Vietnam on November 26, 2019;
- Pursuant to the Charter of Petro Times Joint Stock Company.

The Board of Directors of Petro Times Joint Stock Company hereby submits the following matters to the 2026 Annual General Meeting of Shareholders for discussion and approval:

1. Approval of the 2025 Audited Financial Statements by Nhan Tam Viet Auditing Co., Ltd., including:

- Report of the Board of Directors;
- Auditor's Report;
- Balance Sheet as of December 31, 2025;
- Income Statement for the year 2025;
- Cash Flow Statement for the year 2025;
- Notes to the Financial Statements for the year 2025.

(Details of the reports have been disclosed on the official website of Company).

2. Approval of the selection of the auditing firm for 2026

2.1. Several criteria for selecting an independent auditing firm:

- Being an auditing firm listed among the audit firms and auditors approved by the State Securities Commission for public interest entities in the securities sector in 2026;
- Having experience in auditing listed companies, public companies, and large financial institutions in Vietnam, with a reputable audit quality;
- Optimizing audit costs in line with audit quality and the Company's needs, based on the review of audit fee proposals and audit scope.

2.2. Proposed selection of the auditing firm

Based on the evaluation of the audit firms' performance against the above criteria, as well as the audit history of the Company's annual financial statements, the Board of Directors recognizes Nhan Tam Viet Auditing Co., Ltd. as a reputable and high-quality domestic



auditing firm, included in the list of audit companies approved by the State Securities Commission to audit organizations in 2026. Furthermore, Petro Times Joint Stock Company has signed annual financial statement audit contracts with Nhan Tam Viet Auditing Co., Ltd. over the past years. The Board of Directors and the Management highly value the audit quality of the Company, which has fostered trust among investors. Therefore, the Board of Directors proposes the selection of Nhan Tam Viet Auditing Co., Ltd. as the financial statement auditor for the year 2026.

In the event of objective changes that prevent Nhan Tam Viet Auditing Co., Ltd. from conducting the audit of the Company's 2026 Financial Statements, the Board of Directors proposes that the General Meeting of Shareholders authorize the Board of Directors to select another auditing firm based on the selection criteria for auditing firms outlined in item 1 of this submission.

Respectfully submitted to the 2026 Annual General Meeting of Shareholders for approval!

Recipients:

- *General Meeting of Shareholders;*
- *Archives.*

**ON BEHALF OF THE BOARD OF
DIRECTORS
CHAIRMAN**



Phạm Văn Kỳ



SUBMISSION

**Re: the 2025 Remuneration Settlement and the 2026 Remuneration Budget for
Board of Directors and Supervisory Board Members.**

To: The General Meeting of Shareholders

- Pursuant to the Law on Enterprises No. 59/2020/QH14 passed by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020;
- Pursuant to the Law on Securities No. 54/2019/QH14 passed by the National Assembly of the Socialist Republic of Vietnam on November 26, 2019;
- Pursuant to the Charter of Petro Times Joint Stock Company.

The Company's Board of Directors reports the status of remuneration payment for the Board of Directors and the Supervisory Board in 2025 as follows:

No	Item	Number of members	Monthly Amount	Total Amount for 2025
A	The Board of Directors	5	0	0
1	Chairman of the BoD	1	0	0
2	Member of the BoD	4	0	0
B	Supervisory Board	3	0	0
1	Head of Supervisory Board	1	0	0
2	Member of Supervisory Board	2	0	0
	Total:	8	0	0

It is anticipated that in 2026, the Board of Directors and the Supervisory Board will continue to not receive remuneration, allowing the company to have more resources for production and business operations.

No.	Item	Number of members	Monthly Amount	Total Amount for 2026
A	The Board of Directors	5	0	0
1	Chairman of the BoD	1	0	0
2	Member of the BoD	4	0	0
B	Supervisory Board	3	0	0
1	Head of Supervisory Board	1	0	0
2	Member of Supervisory Board	2	0	0
	Total:	8	0	0



Respectfully submitted to the 2026 Annual General Meeting of Shareholders for approval!

Recipients:

- General Meeting of Shareholders;
- Archives.

**ON BEHALF OF THE BOARD
OF DIRECTORS
CHAIRMAN**



Phạm Văn Kỳ



SUBMISSION

Re: the 2025 Profit Distribution Plan and the 2026 Business Plan.

To: The General Meeting of Shareholders

- Pursuant to the Law on Enterprises No. 59/2020/QH14 passed by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020;
- Pursuant to the Law on Securities No. 54/2019/QH14 passed by the National Assembly of the Socialist Republic of Vietnam on November 26, 2019;
- Pursuant to the Charter of Petro Times Joint Stock Company;
- Pursuant to the 2025 Audited Financial Statement.

The Board of Directors respectfully submits to the General Meeting of Shareholders for approval the plan for the distribution of after-tax profit for 2025 and the business plan for 2026, with the following details:

1. The plan for the distribution of after-tax profit for 2025:

No	Indicator	Amount
1	Profit after tax for 2025	4,628,607,576
2	Cumulative After-Tax Profit as of Year-End 2025	5,567,595,689
3	Fund allocation	0
4	Profit Distributed as Dividends	0
5	After-tax profit remaining	5,567,595,689

2. The Business plan for 2026:

Based on the business results of 2025 and the market outlook for 2026, the Board of Directors of Petro Times Joint Stock Company proposes the Company's business plan for 2026 as follows:

Indicator	2025 Actual	2026 Plan	Growth (%)
Net Revenue	4,550,549,064,258	5,232,694,000,000	14.99%
Profit before tax	7,460,748,968	13,186,000,000	76.74%
Profit after tax	4,628,607,576	10,549,000,000	127.91%

Respectfully submitted to the 2026 Annual General Meeting of Shareholders for approval!



Recipients:

- General Meeting of Shareholders;
- Archives.

**ON BEHALF OF THE BOARD
OF DIRECTORS
CHAIRMAN**



Phạm Văn Kỳ

