



Appendix 3:
SUMMARY TABLE OF AMENDMENTS AND SUPPLEMENTS TO THE CHARTER
(Attached to Submission No: /TTr - HĐQT - LPG date /4/2026)

	Current Charter	Amended and Supplemented Charter	Reason for Amendment and Supplement
1	<p>“Point h, Clause 1, Article 1. Interpretation of Terms</p> <p>h. “Company Manager” means a person as defined in Clause 24, Article 4 of the Law on Enterprises; <i>(including: the Chairman of the Board of Directors, members of the Board of Directors, the Director/General Director, and other individuals holding managerial positions in accordance with the Company’s Charter).</i></p> <p>l. “Dividend” means the net profit distributed to each share in cash or other assets;</p> <p>q. “Majority” means a number representing more than 50% of a specified total.</p>	<p>Point h, Clause 1, Article 1. Interpretation of Terms</p> <p>h. “Company Manager” means the managers of the Company, including the Chairman of the Board of Directors, members of the Board of Directors, the Director, Deputy Directors, the Chief Accountant, the Head of the Supervisory Board, and Supervisors of the Company.</p> <p>l. “Dividend” means the after-tax profit distributed to each share in cash or other assets;</p> <p>q. “Majority” means more than 50%.</p>	<ul style="list-style-type: none"> - To provide a comprehensive list of other managerial positions as defined in Clause 24, Article 4 of the Law on Enterprises, in order to facilitate management and administration. - To update and amend in accordance with Law No. 76/2025/QH15 amending and supplementing a number of articles of the Law on Enterprises (effective from July 1, 2025). - To clarify and enhance the transparency of terminology.
2	<p>Point 1, Article 2. Name of the Company</p> <ul style="list-style-type: none"> – English Name: PETRO VIETNAM LPG TRADING JOINT STOCK COMPANY – Head office address: 11th Floor, Petroleum Institute Building, No. 167 Trung Kinh Street, Yen Hoa Ward, Cau Giay District, Hanoi, Vietnam. 	<p>Point 1, Article 2. Name of the Company</p> <ul style="list-style-type: none"> – English Name: PETRO VIETNAM LPG JOINT STOCK COMPANY – Head office address: 11th Floor, Petroleum Institute Building, No. 167 Trung Kinh Street, Yen Hoa Ward, Hanoi, Vietnam. 	<ul style="list-style-type: none"> - Removal of the word ‘TRADING’ from the Company’s English name due to the Hanoi Department of Business Registration not having approved the Company’s notification of change.

No.	Current Charter	Amended and Supplemented Charter	Reason for Amendment and Supplement
5	<p>Clause 2, Article 35. Company Executives</p> <p>Remuneration, compensation, benefits and other terms in the employment contract of the Director shall be determined by the Board of Directors, and contracts with other executives shall be decided by the Board of Directors after consulting the Director.</p>	<p>Clause 2, Article 35. Company Executives</p> <p>Remuneration, compensation, benefits and other terms in the contract of the Director shall be determined by the Board of Directors, and contracts with other executives shall be decided by the Board of Directors after consulting the Director.</p>	<p>To replace the term ‘employment contract’ with ‘contract’ to ensure compliance with Point i, Clause 1, Article 153 of the Law on Enterprises.</p>
6	<p>Clause 2, Article 36. Appointment, Dismissal, Duties and Powers of the Director</p> <p>2. “The term of the Director shall not exceed five (05) years and may be reappointed. The appointment may be terminated in accordance with the provisions of the employment contract. The Director must not be a person prohibited by law from holding this position and must satisfy the criteria and conditions as prescribed by law and the Company’s Charter.”</p>	<p>Clause 2, Article 36. Appointment, Dismissal, Duties and Powers of the Directorr.</p> <p>2.The term of the Director shall not exceed five (05) years and may be reappointed. The appointment may be terminated in accordance with the provisions of the contract. The Director must not be a person prohibited by law from holding this position and must satisfy the criteria and conditions as prescribed by law and the Company’s Charter.</p>	<p>– To replace the term “employment contract” with “contract” in accordance with Point i, Clause 1, Article 153 of the Law on Enterprises.</p>

No.	Current Charter			Amended and Supplemented Charter			Reason for Amendment and Supplement
							- Update of the head office address in line with changes to administrative boundaries in accordance with applicable regulations.
3	Point 6, Article 2. Company Logo The Company's logo is approved by the Board of Directors and designed to align with the brand identity system of Vietnam Oil and Gas Group; it is managed and used on the basis of an agreement on trademark licensing between the Company and Vietnam Oil and Gas Group			Point 6, Article 2. Company Logo The Company's logo is approved by the Board of Directors and designed to align with the brand identity system of Vietnam National Industry – Energy Group; it is managed and used on the basis of an agreement on trademark licensing between the Company and Vietnam National Industry – Energy Group			Updated in accordance with Decision No. 733/QĐ-TTg dated April 9, 2025 of the Prime Minister on the renaming of Vietnam Oil and Gas Group to Vietnam National Industry – Energy Group
4	Point 14, Clause 1, Article 4. Objectives of the Company 1. Business lines of the Company			Point 14, Clause 1, Article 4. Objectives of the Company 1. Business lines of the Company			Pursuant to the Law on Property Auction No. 37/2024/QH15 dated June 27, 2024, the Company is not permitted to register the specific business line 'auction of goods'
	No	Title	Code	No	Title	Code	
	14	Agency, brokerage, auction of goods Detail: Buying agent, selling agent, consignment of goods	4610	14	Agency, brokerage, auction of goods Detail: Buying agent, selling agent, auction of goods	4610	

SOCIALIST REPUBLIC OF VIETNAM
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DRAFT

**CHARTER OF
PETRO VIETNAM LPG.JSC
(PV GAS LPG)**

Hanoi, April 2026

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PREAMBLE

This Charter was adopted by the General Meeting of Shareholders of Petro Vietnam LPG Joint Stock Company on 28 April 2026. This Charter shall govern and regulate all activities of Petro Vietnam LPG Joint Stock Company.

I. DEFINITIONS OF TERMS IN THE CHARTER

Article 1. Definitions

1. In this Charter, the following terms shall be construed as follows:
 - a. "Company" means Petro Vietnam LPG Joint Stock Company;
 - b. "General Meeting of Shareholders" (GMS) means the highest decision-making body of the Company, comprising all shareholders with voting rights;
 - c. "Board of Directors" (BOD) means the Board of Directors of the Company;
 - d. "Charter Capital" means the total par value of shares sold and stipulated in Article 6 of this Charter;
 - e. "Law on Enterprises" means the Law on Enterprises No. 59/2020/QH14 passed by the National Assembly of the Socialist Republic of Vietnam on 17 June 2020 and effective from 01 January 2021;
 - f. "Date of Establishment" means the date the Company was first issued with the Certificate of Business Registration, being 25 June 2007;
 - g. "Law on Securities" means the Law on Securities No. 54/2019/QH14 passed by the National Assembly of the Socialist Republic of Vietnam on 26 November 2019 and effective from 01 January 2021;
 - h. "Company Manager" means the managers of the Company, including the Chairman of the Board of Directors, members of the Board of Directors, the Director, Deputy Directors, the Chief Accountant, the Head of the Supervisory Board, and Supervisors of the Company.
 - i. "Company Executive Officer" means the Director, Deputy Director(s), Chief Accountant, and other management positions approved by the Company's Board of Directors;
 - j. "Related Person" means an individual or organization defined in Clause 23, Article 4 of the Law on Enterprises and Clause 46, Article 4 of the Law on Securities;
 - k. "Shareholder" means an individual or organization owning at least one share of the Company; "Major Shareholder" means a shareholder defined in Clause 18, Article 4 of the Law on Securities;
 - l. "Dividend" means the after-tax profit distributed to each share in cash or other assets;
 - m. "Duration of Operation" means the operating period of the Company stipulated in Article 2 of this Charter;
 - n. "Vietnam" means the Socialist Republic of Vietnam;
 - o. "Day" means a calendar day, including rest days (such as Saturdays, Sundays, public holidays, Tet holidays) according to the official calendar issued by the State of Vietnam;
 - p. "Working Day" means a "Day" excluding rest days.
 - q. "Majority" means more than 50%.

- r. “Net Profit” means the difference between total revenue earned minus all expenses, taxes, and other financial obligations.
- s. “Stock Exchange” means the Vietnam Stock Exchange and its subsidiaries.
- 2. In this Charter, references to one or more regulations or other documents include any amendments or replacing documents.
- 3. Headings (Chapters, Articles of this Charter) are used for convenience of understanding and do not affect the content of this Charter.
- 4. Words or terms defined in the Law on Enterprises, unless inconsistent with the subject or context, shall have the same meaning in this Charter.

II. NAME, LEGAL FORM, HEAD OFFICE, BRANCHES, REPRESENTATIVE OFFICES, AND DURATION OF THE COMPANY

Article 2. Name, Legal Form, Head Office, Branches, Representative Offices, and Duration of the Company

1. Company Name

- Vietnamese Name: CÔNG TY CỔ PHẦN KINH DOANH LPG VIỆT NAM
- English Name: PETRO VIETNAM LPG JOINT STOCK COMPANY
- Abbreviation: PV GAS LPG
- Transaction Name: CÔNG TY CỔ PHẦN KINH DOANH LPG VIỆT NAM

2. Legal Form:

The Company is a joint stock company with legal entity status in accordance with Vietnamese law; has its own seal, is independent in terms of assets, is financially autonomous, and is permitted to open domestic and foreign bank accounts according to the provisions of Law and the Company Charter.

3. The registered head office of the Company is:

- Head Office Address: 11th Floor, Petroleum Institute Building, No. 167 Trung Kinh Street, Yen Hoa Ward, Hanoi City, Vietnam
- Telephone: (84-24) 39445555
- Fax: (84-24) 39445333
- E-mail: pvgaslpg@pvgaslpg.com.vn
- Website: www.pvgaslpg.com.vn

4. Branches and subordinate units:

- The Company may establish branches and representative offices within the territory of Vietnam or abroad to achieve the Company's objectives in accordance with Resolutions of the Board of Directors and within the scope permitted by law.
- The organizational structure, functions, and tasks of Branches, Representative Offices, and subordinate units of the Company shall be stipulated in the Operational Regulations approved by the Company's Board of Directors.

5. Duration of Operation: Indefinite from the date of first issuance of the Certificate of Business Registration, except as provided in Article 59 of this Charter.

6. Company Logo:

The Company's logo is approved by the Board of Directors and designed to align with the brand identity system of Vietnam National Industry – Energy Group; it is managed and used on the basis of an agreement on trademark licensing between the Company and Vietnam National Industry – Energy Group.

Article 3. Legal Representative of the Company.

1. The Company has one legal representative. The Director is the Legal Representative of the Company.
2. Powers and duties of the legal representative: as stipulated in Article 36 of this Charter.

III. OBJECTIVES, SCOPE OF BUSINESS AND ACTIVITIES OF THE COMPANY

Article 4. Objectives of the Company

1. Business lines of the Company:

No.	Industry Name	Business Code
1	Wholesale of solid, liquid, gaseous fuels and related products Details: Trading in gas (liquefied petroleum gas – LPG, compressed natural gas – CNG, liquefied natural gas – LNG), petroleum, plastic resins, and other petroleum products; Wholesale of gas and related products.	4661 (main)
2	Repair of other equipment Details: Maintenance, repair of storage depot equipment, LPG filling stations and other services supporting LPG and petroleum product production and trading activities.	3319
3	Technical testing and analysis Details: Technical safety inspection for LPG cylinders and pressure equipment; Technical inspection of LPG cylinders and pressure equipment;	7120
4	Other business support service activities n.e.c. Details: Import and export of goods traded by the Company; Import-export agency services.	8299
5	Other education n.e.c. Details: Training of technical labor for the gas industry.	8559
6	Other professional, scientific and technical activities n.e.c. Details: Consultancy, design, investment, technology transfer, maintenance, repair, installation of equipment for LPG, CNG, LNG storage depots, filling stations, and other services supporting the production and trading activities of LPG, CNG, LNG, petroleum, plastic resins and other petroleum products.	7490
7	Specialized design activities Details: Consultancy, design of equipment for LPG storage depots, filling stations and other services supporting LPG and petroleum product production and trading activities;	7410

No.	Industry Name	Business Code
	Consultancy, design, installation of LPG supply systems for urban areas, industrial zones, factories;	
8	Installation of industrial machinery and equipment Details: Installation of equipment for LPG storage depots, filling stations and other services supporting the production and trading activities of LPG, CNG, LNG, petroleum, plastic resins and other petroleum products.	3320
9	Freight transport by road Details: Transportation services for LPG, CNG, LNG, petroleum, plastic resins and other petroleum products.	4933
10	Wholesale of other machinery, equipment and spare parts Details: Trading in materials, equipment, accessories, warehouses, LPG, CNG, LNG filling stations, petroleum, plastic resins and other petroleum products.	4659
11	Real estate activities with own or leased property Details: Real estate management services, management, operation, exploitation of services in buildings.	6810
12	Manufacture of refined petroleum products	1920
13	Other specialized wholesale n.e.c. Details: Trading in fertilizers, ammonia, other chemical products, services related to the trading of fertilizers and other related chemical products (excluding state-prohibited chemicals);	4669
14	Agency, brokerage, auction of goods Detail: Buying agent, selling agent, auction of goods	4610
15	Retail sale via stalls, markets or mobile stalls of other goods	4789

2. The objectives of the Company are to mobilize and utilize capital effectively, continuously develop production and business activities, enhance competitiveness, achieve optimal productivity and profit, improve the living standards of employees within the Company, ensure the lawful interests of shareholders, and fulfill obligations to the State.

Article 5. Scope of Business and Activities

1. The Company is permitted to plan and conduct all business activities in accordance with the provisions of law and this Charter.
2. The Company may conduct business activities according to the business lines specified in this Charter and registered with the business registration authority in accordance with the provisions of law.

IV. CHARTER CAPITAL, SHARES, FOUNDING SHAREHOLDERS

Article 6. Charter Capital, Shares, Founding Shareholders

1. The Charter Capital of the Company is VND 399,985,220,000 (In words: Three hundred ninety-nine billion, nine hundred eighty-five million, two hundred twenty thousand Vietnamese Dong).
2. The total Charter Capital of the Company is divided into 39,998,522 (In words: Thirty-nine million, nine hundred ninety-eight thousand, five hundred twenty-two) shares with a par value of VND 10,000/share (In words: Ten thousand Vietnamese Dong per share).
3. The Company may increase its Charter Capital upon approval by the General Meeting of Shareholders and in compliance with legal regulations.
4. All shares of the Company as of the date of adoption of this Charter are ordinary shares.
5. The Company may issue other types of preference shares upon approval by the General Meeting of Shareholders and in compliance with legal regulations.
6. Ordinary shares must be offered first to existing shareholders in proportion to **their respective holdings of ordinary shares in the Company, unless otherwise** decided by the General Meeting of Shareholders. The number of shares not subscribed for by shareholders shall be decided by the Company's Board of Directors. The Board of Directors may distribute such shares to shareholders and others provided that the terms are not more favorable than those offered to existing shareholders, unless otherwise approved by the General Meeting of Shareholders or the shares are sold through the Stock Exchange via auction.
7. The Company may purchase shares it has issued in accordance with the methods stipulated in this Charter and applicable law. Shares repurchased by the Company are treasury shares, and the Board of Directors may offer them for sale in ways consistent with the provisions of this Charter and relevant legal regulations.
8. The Company may issue other types of securities upon approval by the General Meeting of Shareholders and in compliance with legal regulations.

Article 7. Share Certificates

1. Shareholders of the Company shall be issued share certificates corresponding to the number and type of shares owned.
2. Share certificates must clearly state the quantity and type of shares held by the shareholder, the full name of the shareholder, the Company's seal, the signature of the Company's legal representative, and other information as required by law.
3. Within 30 days from the date of submission of a complete application for share ownership transfer as stipulated by the Company, or within two months from the date of full payment for purchased shares as stipulated in the Company's share issuance plan (or another period specified in the issuance terms), the owner of the shares shall be issued a share certificate. The shareholder shall not be required to pay the Company for the cost of printing the share certificate.
4. In case a share certificate is lost, destroyed, or damaged in any other form, the shareholder shall be reissued a share certificate by the Company upon request, provided that the shareholder provides evidence of share ownership and pays all related costs to the Company.

The shareholder's request must include the following contents:

- a. Information about the share certificate that was lost, destroyed, or damaged; in case of loss, a declaration must be made that all possible measures have been taken to search for it;
After the Company reissues the share certificate, if the shareholder finds the previously reported lost share certificate, the shareholder must notify and return it to the Company for cancellation within 24 hours from the time the old certificate is found;
- b. A commitment to bear responsibility for any disputes arising from the reissuance of the new share certificate.

Article 8. Other Security Certificates

Bond certificates or other security certificates of the Company shall bear the signature of the legal representative and the seal of the Company.

Article 9. Transfer of Shares

1. All shares are freely transferable unless otherwise stipulated in this Charter and by law. Shares listed or registered for trading on the Stock Exchange shall be transferred according to the regulations of the law on securities and the securities market.
2. Shares that have not been fully paid for cannot be transferred and do not entitle the holder to related benefits such as the right to receive dividends, the right to receive shares issued to increase share capital from equity sources, the right to purchase newly offered shares, and other benefits as prescribed by law.

Article 10. Forfeiture of Shares

1. In case a shareholder fails to pay the full amount due for share purchase fully and on time, the Board of Directors shall notify and have the right to demand that the shareholder pay the remaining amount plus any incurred costs and bear liability corresponding to the total par value of the subscribed shares for the Company's financial obligations arising from the non-payment.
2. The aforementioned payment notice must specify a new payment deadline (minimum 7 days from the date of sending the notice), the place of payment, and must clearly state that failure to pay as required will result in the forfeiture of the unpaid shares.
3. The Board of Directors has the right to forfeit shares that have not been fully paid for on time if the requirements in the aforementioned notice are not met.
4. Forfeited shares shall be considered shares eligible for offering as stipulated in Clause 3, Article 112 of the Law on Enterprises. The Board of Directors may directly sell, reallocate, or authorize the sale or reallocation of such shares under conditions and methods deemed appropriate by the Board of Directors.
5. The shareholder holding the forfeited shares must relinquish their shareholder status with respect to those shares but shall remain liable corresponding to the total par value of the subscribed shares for the Company's financial obligations arising at the time of forfeiture, as decided by the Board of Directors, from the date of forfeiture until the date of payment. The Board of Directors has full discretion to enforce payment of the entire value of the shares at the time of forfeiture.

6. A notice of forfeiture shall be sent to the holder of the forfeited shares before the time of forfeiture. The forfeiture remains valid even if there is an error or negligence in sending the notice.

V. ORGANIZATIONAL STRUCTURE, GOVERNANCE, AND CONTROL

Article 11. Organizational Structure, Governance, and Control

The management, governance, and control structure of the Company includes:

1. The General Meeting of Shareholders;
2. The Board of Directors;
3. The Supervisory Board;
4. The Director.

VI. SHAREHOLDERS AND THE GENERAL MEETING OF SHAREHOLDERS

Article 12. Rights of Shareholders

1. Shareholders have rights and obligations corresponding to the number and type of shares they own. Shareholders are only liable for the Company's property obligations to the extent of the capital they have contributed to the Company.
2. Ordinary shareholders have the following rights:
 - a. To attend and speak at General Meetings of Shareholders and exercise voting rights directly or through an authorized representative or other forms of voting. Every ordinary share carries one vote;
 - b. To receive dividends at the rate decided by the General Meeting of Shareholders;
 - c. To freely transfer fully paid shares in accordance with the provisions of this Charter and applicable law;
 - d. To have pre-emptive rights to purchase newly offered shares in proportion to the ordinary shares held by each shareholder in the company;
 - e. To review, look up, and extract information regarding names and contact addresses from the List of shareholders with voting rights and request correction of their inaccurate information;
 - f. To review, look up, extract, or make copies of the Company Charter, minutes of General Meetings of Shareholders, and resolutions of the General Meeting of Shareholders;
 - g. In case of the Company's dissolution or bankruptcy, to receive a portion of the remaining assets corresponding to their share ownership ratio in the Company after all financial obligations of the Company have been settled according to the provisions of law and the Company Charter;
 - h. To request the Company to repurchase their shares in cases stipulated in Article 132 of the Law on Enterprises;
 - i. Each share of the same type grants the owning shareholder equal rights, obligations, and benefits.
 - j. Other rights as stipulated in this Charter and by law.
3. A shareholder or group of shareholders holding 5% of the total ordinary shares has the following rights:

- a. To request the convening of a General Meeting of Shareholders as stipulated in Clause 3, Article 115 and Article 140 of the Law on Enterprises;
 - b. To inspect and receive copies or extracts of the list of shareholders entitled to attend and vote at the General Meeting of Shareholders;
 - c. To request the Supervisory Board to inspect specific issues related to the management and operation of the Company when deemed necessary. The request must be in writing and include the following details: full name, contact address, nationality, number of personal legal identification document for individual shareholders; name, enterprise identification number or legal identification document number of the organization, head office address for institutional shareholders; number of shares and date of share registration for each shareholder, total number of shares of the group of shareholders and ownership ratio in the total shares of the Company; the issue to be inspected, the purpose of inspection;
 - d. To review, look up, extract minutes and resolutions/decisions of the Board of Directors, semi-annual and annual financial statements, reports of the Supervisory Board, contracts, transactions requiring approval from the Board of Directors, and other documents, excluding documents related to trade secrets and business secrets of the company;
 - e. To propose matters to be included in the agenda of the General Meeting of Shareholders. The proposal must be in writing and sent to the Company no later than 03 working days before the opening date. The proposal must clearly state the shareholder's name, the number of each type of share held by the shareholder, and the proposed matter for the agenda;
 - f. Other rights stipulated by law and the Company Charter.
4. A shareholder or group of shareholders owning 10% or more of the total voting shares has the right to nominate candidates for the Board of Directors and the Supervisory Board. The nomination of candidates for the Board of Directors and the Supervisory Board shall be carried out as follows:
- a. Ordinary shareholders forming a group to nominate candidates for the Board of Directors and the Supervisory Board must notify the attending shareholders about the group meeting before the opening of the General Meeting of Shareholders;
 - b. Based on the number of members of the Board of Directors and the Supervisory Board, the shareholder or group of shareholders specified in this clause has the right to nominate one or several persons as candidates for the Board of Directors and the Supervisory Board. The maximum number of candidates that each shareholder or group of shareholders may nominate is specified in this Charter;
 - c. If the number of candidates nominated by the shareholder or group of shareholders is lower than the maximum number they are entitled to nominate according to this Charter, the remaining candidates shall be nominated by the Board of Directors, the Supervisory Board, and other shareholders.

Article 13. Obligations of Shareholders

Ordinary shareholders have the following obligations:

1. To comply with the Company Charter and internal regulations of the Company;
2. To comply with resolutions and decisions of the General Meeting of Shareholders and the Board of Directors.

3. To pay for the subscribed shares fully and on time according to the provisions of law and the Company Charter.
4. To provide accurate personal information, permanent address, contact information, and information on interests related to the Company and/or parties related to the Company when registering to purchase shares.
5. Not to withdraw contributed capital by way of ordinary shares from the company in any form, except where the shares are repurchased by the company or another person. If a shareholder withdraws part or all of the contributed share capital contrary to this provision, that shareholder and any related person with an interest in the company shall be jointly liable for the debts and other property obligations of the company to the extent of the value of the withdrawn shares and any resulting damages.
6. To bear personal liability when acting in the name of the Company in any form to perform one of the following acts:
 - a. Violating the law;
 - b. Conducting business and other transactions for personal gain or for the benefit of other organizations or individuals.
 - c. Paying debts not yet due in the face of financial risks to the Company.
7. To maintain confidentiality of information provided by the company as stipulated in the company charter and law; to use provided information only to exercise and protect their lawful rights and interests; strictly prohibited from disseminating or copying, sending information provided by the company to other organizations or individuals.
8. Other obligations as stipulated by law and the Company Charter.

Article 14. General Meeting of Shareholders

1. The General Meeting of Shareholders comprises all shareholders with voting rights and is the highest authority of the Company. The Annual General Meeting of Shareholders shall be held once a year. The Annual General Meeting of Shareholders must be held within 04 months from the end of the fiscal year. The Board of Directors shall decide to extend the Annual General Meeting of Shareholders if necessary, but not exceeding 6 months from the end of the fiscal year. In addition to the annual meeting, the General Meeting of Shareholders may hold extraordinary meetings.
2. The Board of Directors shall convene the Annual General Meeting of Shareholders and select a suitable location. The location of the General Meeting of Shareholders must be within the territory of Vietnam. If the General Meeting of Shareholders is held simultaneously at multiple locations, the location of the General Meeting of Shareholders shall be determined as the place where the chairperson attends the meeting. The Annual General Meeting of Shareholders decides on matters as prescribed by law and the Company Charter, particularly approving annual financial statements and the financial plan for the next fiscal year. Independent auditors are invited to attend the meeting to advise on the approval of annual financial statements.
3. The Board of Directors must convene an extraordinary General Meeting of Shareholders in the following cases:
 - a. The Board of Directors deems it necessary for the interests of the Company; The annual balance sheet, semi-annual or quarterly reports, or the audit report of the

fiscal year reflects that the equity has decreased by 1/2 compared to the beginning of the period;

- b. The number of members of the Board of Directors, independent members of the Board of Directors, or Supervisors is less than the number stipulated by law, or the number of members of the Board of Directors has decreased by more than 1/3 compared to the number stipulated in this Charter;
- c. A shareholder or group of shareholders as stipulated in Clause 3, Article 12 of this Charter requests in writing to convene a General Meeting of Shareholders. The request to convene the General Meeting of Shareholders must clearly state the reason and purpose of the meeting, bear sufficient signatures of the relevant shareholders, or the request document may be prepared in multiple copies, each bearing the signature of at least one relevant shareholder;
- d. At the request of the Supervisory Board;
- e. Other cases as stipulated by law and the Company Charter.

4. Convening an Extraordinary General Meeting of Shareholders

The Board of Directors must convene a General Meeting of Shareholders within 60 days from the date the number of remaining members of the Board of Directors falls as stipulated in Point c, Clause 3 of this Article or upon receiving a request to convene a meeting as stipulated in points d and e, Clause 3 of this Article;

If the Board of Directors fails to convene the General Meeting of Shareholders as stipulated in point a, clause 4 of this Article, the Supervisory Board must, within the next 30 days, replace the Board of Directors to convene the General Meeting of Shareholders according to Clause 3, Article 140 of the Law on Enterprises; If the Supervisory Board fails to convene the General Meeting of Shareholders as stipulated in point b, clause 4 of this Article, the shareholder or group of shareholders stipulated in Clause 3, Article 12 of this Charter has the right to represent the company to convene the General Meeting of Shareholders according to Clause 4, Article 140 of the Law on Enterprises. In this case, the shareholder or group of shareholders convening the General Meeting of Shareholders has the right to request the business registration authority to supervise the procedures for convening and conducting the meeting and passing decisions of the General Meeting of Shareholders. All costs for convening and conducting the General Meeting of Shareholders shall be reimbursed by the Company. These costs do not include expenses incurred by shareholders when attending the General Meeting of Shareholders, including accommodation and travel costs.

The procedures for convening the General Meeting of Shareholders shall comply with Clause 5, Article 140 of the Law on Enterprises.

Article 15. Powers and Duties of the General Meeting of Shareholders

- 1. The General Meeting of Shareholders has the following powers and duties:
 - a. To approve the development orientation of the Company;
 - b. To decide on the types of shares and the total number of shares of each type authorized for offering; to decide on the annual dividend rate for each type of share;
 - c. To elect, dismiss, remove members of the Board of Directors and members of the Supervisory Board;
 - d. To decide on investment or sale of assets valued at 35% or more of the total asset value recorded in the Company's latest financial statements;
 - e. To decide on amendments and supplements to the Company Charter;

- f. To approve annual financial statements;
 - g. To decide on the repurchase of more than 10% of the total sold shares of each type;
 - h. To review and handle violations by members of the Board of Directors and members of the Supervisory Board causing damage to the Company and its shareholders;
 - i. To decide on the reorganization or dissolution of the Company;
 - j. To decide on the budget or total remuneration, bonus, and other benefits for the Board of Directors and the Supervisory Board;
 - k. To approve the Internal Corporate Governance Regulations; Operational Regulations of the Board of Directors and the Supervisory Board;
 - l. To approve the list of approved audit firms; to decide on the approved audit firm to conduct audits of the Company's activities, dismiss approved auditors when deemed necessary;
 - m. Other powers and duties as stipulated by the Charter and relevant laws.
2. The General Meeting of Shareholders has the right to discuss and approve the following matters:
- a. Audited annual financial statements;
 - b. Report of the Board of Directors on governance and performance results of the Board of Directors and each member of the Board of Directors;
 - c. Report of the Supervisory Board on the Company's business results, on the performance results of the Board of Directors and the Director;
 - d. Short-term and long-term development plans of the Company;
 - e. Annual dividend payout rate for each type of share in accordance with the Law on Enterprises and the rights attached to that type of share. This dividend rate shall not be higher than the level proposed by the Board of Directors after consulting shareholders at the General Meeting of Shareholders;
 - f. Annual business plan of the Company;
 - g. Number of members of the Board of Directors; Supervisory Board;
 - h. Selection of an independent audit firm;
 - i. Election, dismissal, removal, and replacement of members of the Board of Directors and the Supervisory Board;
 - j. Total remuneration amount for members of the Board of Directors and the Report on Remuneration of the Board of Directors;
 - k. Amendments and supplements to the Company Charter;
 - l. Types of shares and the number of new shares to be issued for each type of share and the transfer of shares by founding members within the first 03 years from the date of establishment;
 - m. Division, separation, consolidation, merger, or transformation of the Company;
 - n. Reorganization and dissolution (liquidation) of the Company and appointment of liquidators;
 - o. Inspection and handling of violations by the Board of Directors and the Supervisory Board causing damage to the Company and shareholders;
 - p. Decision on investment transactions or sale of assets valued at 35% or more of the total asset value of the Company recorded in the latest audited financial statements;

- q. Decision on the repurchase of more than 10% of the total sold shares of each type;
 - r. Company entering into contracts or transactions with parties specified in Clause 1, Article 167 of the Law on Enterprises with a value equal to or greater than 35% of the Company's total asset value recorded in the latest financial statements;
 - s. Granting loans or guarantees to members of the Board of Directors, members of the Supervisory Board, the Director, other managers who are not shareholders, and individuals, organizations related to these persons;
 - t. Transactions valued at 35% or more, or transactions leading to the total value of transactions arising within 12 months from the date of the first transaction reaching 35% or more of the total asset value recorded in the latest financial statements, or a smaller ratio or value as stipulated in the company charter, between the public company and one of the following parties:
 - Members of the Board of Directors, members of the Supervisory Board, the Director, other managers, and related persons of these individuals;
 - Shareholders, authorized representatives of shareholders owning more than 10% of the total ordinary share capital of the company and their related persons;
 - Enterprises related to the parties specified in Clause 2, Article 164 of the Law on Enterprises;
 - u. Contracts, transactions involving loans or sale of assets valued at more than 10% of the total asset value recorded in the latest financial statements between the company and a shareholder owning 51% or more of the total voting shares or a related person of that shareholder.
 - v. Self-assessment report on the performance of the Supervisory Board and its members;
 - w. Other matters as stipulated by law and this Charter.
3. The Annual General Meeting of Shareholders shall discuss and approve matters stipulated in Clause 3, Article 139 of the Law on Enterprises.
 4. Shareholders shall not participate in voting on the approval of contracts and transactions specified in points s, t, u of Clause 2 of this Article if the shareholder or a person related to the shareholder is a party to the contract and/or has related interests in the parties to the contract or transaction.
 5. All resolutions and matters included in the meeting agenda must be discussed and voted upon at the General Meeting of Shareholders.

Article 16. Authorization to Attend the General Meeting of Shareholders

1. Shareholders entitled to attend the General Meeting of Shareholders according to law may authorize an individual or organization to represent them. If more than one proxy is authorized, the number of shares and votes authorized to each proxy must be specified.
2. The authorization for an individual or organization to represent at the General Meeting of Shareholders as stipulated in Clause 1 of this Article must be made in writing. The authorization document shall be prepared according to civil law regulations and must clearly state the name of the authorizing shareholder, the name of the authorized individual or organization, the number of shares authorized, the content of authorization, the scope of authorization, the duration of authorization, and the signatures of the authorizer and the authorized party.
3. The authorized person attending the General Meeting of Shareholders must submit the authorization document upon registration. In case of re-authorization, the

- attendee must additionally present the original authorization document from the shareholder, or the authorized representative of the institutional shareholder (if not previously registered with the Company).
4. The vote of an authorized attendee within the scope of authorization remains valid in the following circumstances:
 - a. The authorizer has died, has limited legal capacity, or has lost legal capacity;
 - b. The authorizer has revoked the authorization appointment;
 - c. The authorizer has revoked the authority of the person executing the authorization.
 5. This provision does not apply if the Company receives notification of one of the above events before the opening hour of the General Meeting of Shareholders or before the meeting is reconvened.

Article 17. Variation of Rights

1. Any change or cancellation of special rights attached to a class of preference shares shall take effect when approved by shareholders representing at least 65% of the total voting rights of all attending shareholders. A resolution of the General Meeting of Shareholders regarding content that adversely changes the rights and obligations of shareholders holding preference shares shall only be passed if approved by attending preference shareholders of the same class holding at least 75% of the total preference shares of that class, or by preference shareholders of the same class holding at least 75% of the total preference shares of that class in case the resolution is passed via written ballot.
2. The convening of a meeting of shareholders holding a specific class of preference shares to approve the variation of rights mentioned above shall only be valid if attended by at least two (02) shareholders (or their authorized representatives) holding at least one-third (1/3) of the par value of the issued shares of that class. If the required number of attendees as mentioned above is not met, the meeting shall be reconvened within the next 30 days, and those holding shares of that class (regardless of the number of persons and shares) present in person or through an authorized representative shall be deemed to constitute the required quorum. At such meetings of preference shareholders, those holding shares of that class present in person or through a representative may request a secret ballot. Each share of the same class shall have equal voting rights at the aforementioned meetings.
3. The procedures for conducting such separate meetings shall be similar to the provisions in Article 19, Article 20, and Article 21 of this Charter.
4. Unless the terms of share issuance provide otherwise, the special rights attached to classes of shares with preference regarding some or all matters related to the distribution of profits or assets of the Company shall not be deemed varied by the Company issuing additional shares ranking *pari passu* therewith.

Article 18. Convening, Agenda, and Notice of the General Meeting of Shareholders

1. The Board of Directors shall convene annual and extraordinary General Meetings of Shareholders. The Board of Directors shall convene extraordinary General Meetings of Shareholders in the cases stipulated in Clause 3, Article 14 of this Charter.
2. The convener of the General Meeting of Shareholders must perform the following tasks:

- a. Prepare a list of shareholders eligible to participate and vote at the General Meeting of Shareholders. The list of shareholders entitled to attend the General Meeting of Shareholders shall be prepared no more than 10 days before the date of sending the notice of invitation to the General Meeting of Shareholders; provide information and resolve complaints related to the shareholder list.
 - b. Prepare the agenda and content of the meeting;
 - c. Prepare documents for the meeting;
 - d. Draft resolutions of the General Meeting of Shareholders based on the planned content of the meeting; list and detailed information of candidates in case of election of members of the Board of Directors or Supervisory Board;
 - e. Determine the time and place of the meeting;
 - f. Notify and send invitations to the General Meeting of Shareholders to all shareholders entitled to attend;
 - g. Other tasks serving the meeting.
3. The notice of invitation to the General Meeting of Shareholders shall be sent to all shareholders by a method ensuring it reaches the shareholder's contact address, and simultaneously published on the Company's website, the State Securities Commission's website, and the Stock Exchange where the Company's shares are listed or registered for trading. The convener of the General Meeting of Shareholders must send the notice of invitation to all shareholders on the List of shareholders entitled to attend at least 21 days before the opening date of the General Meeting of Shareholders (calculated from the date the notice is validly sent or dispatched). The agenda of the General Meeting of Shareholders, documents related to matters to be voted on at the meeting shall be sent to shareholders and/or posted on the Company's website. If documents are not sent with the notice of the General Meeting of Shareholders, the notice must clearly state the link to all meeting documents for shareholders to access, including:
 - a. Meeting agenda, documents used in the meeting;
 - b. List and detailed information of candidates in case of election of members of the Board of Directors, members of the Supervisory Board;
 - c. Voting ballot;
 - d. Proxy appointment form for meeting attendance;
 - e. Draft resolution for each item on the agenda.
4. A shareholder or group of shareholders as stipulated in Clause 3, Article 12 of this Charter has the right to propose matters to be included in the agenda of the General Meeting of Shareholders. The proposal must be in writing and sent to the Company at least 03 working days before the opening date of the General Meeting of Shareholders. The proposal must include the full name of the shareholder, contact address, nationality, number of personal legal identification document for individual shareholders; name, enterprise identification number or establishment decision number, head office address for institutional shareholders; the number and type of shares held by the shareholder, and the content of the proposed matter for the agenda.
5. The convener of the General Meeting of Shareholders has the right to reject a proposal stipulated in Clause 4 of this Article 18 if it falls under one of the following cases:

- a. The proposal is submitted not in accordance with the provisions of Clause 4 of this Article;
 - b. At the time of the proposal, the shareholder or group of shareholders does not hold at least 5% of the ordinary shares as stipulated in Clause 3, Article 12 of this Charter;
 - c. The proposed matter does not fall within the decision-making authority of the General Meeting of Shareholders;
 - d. Other cases as stipulated by law and this Charter.
6. The convener of the General Meeting of Shareholders must accept and include the proposal stipulated in Clause 4 of this Article in the draft agenda and content of the meeting, except in cases stipulated in Clause 5 of this Article; the proposal shall be formally added to the agenda and content of the meeting if approved by the General Meeting of Shareholders.

Article 19. Quorum for the General Meeting of Shareholders

1. A General Meeting of Shareholders shall be conducted when attended by shareholders and authorized representatives holding more than 50% of the total voting shares.
2. If the first meeting does not meet the quorum requirement as stipulated in Clause 1 of this Article, the convener must announce the cancellation of the General Meeting of Shareholders within 30 minutes from the scheduled start time. The notice for the second meeting must be sent within 30 days from the intended date of the first meeting. The reconvened General Meeting of Shareholders shall only be conducted if attended by shareholders and authorized representatives representing at least 33% of the total voting shares.
3. If the second meeting does not meet the quorum requirement as stipulated in Clause 2 of this Article, the convener must announce the cancellation of the General Meeting of Shareholders within 30 minutes from the scheduled start time. The notice for the third meeting must be sent within 20 days from the intended date of the second meeting, and in this case, the meeting shall be conducted irrespective of the total voting shares represented by the attending shareholders or their authorized representatives.

Article 20. Procedures and Voting at the General Meeting of Shareholders

1. Before the meeting commences, the Company must carry out shareholder registration procedures and must continue registration until all shareholders entitled to attend who are present have registered.
2. When conducting shareholder registration, the Company shall issue each shareholder or authorized representative with voting rights a voting card, indicating the registration number, full name of the shareholder, full name of the authorized representative, and the number of votes held by that shareholder. When voting at the meeting, cards voting in favor of the resolution are collected first, cards voting against are collected second, and finally, the votes are counted to tally the number of votes for, against, and abstaining. The vote count results (number of votes for, against, abstaining, invalid) for each issue shall be announced by the chairperson immediately after voting on that issue or after voting on all issues on the agenda. The meeting shall elect persons responsible for vote counting or supervising the vote count upon the proposal of the chairperson. The number of members of the

vote counting committee shall be decided by the General Meeting of Shareholders based on the chairperson's proposal.

3. Shareholders or authorized representatives arriving after the meeting has commenced have the right to register immediately upon arrival and subsequently have the right to participate and vote at the meeting immediately after registration. The chairperson is not obliged to halt the meeting for latecomers to register, and the validity of previously voted matters remains unchanged.
4. The election of the chairperson and secretary of the meeting shall be conducted as follows:
 - a. The Chairperson of the Board of Directors shall act as chairperson or authorize another member of the Board of Directors to chair the General Meeting of Shareholders convened by the Board of Directors. If the Chairperson of the Board of Directors is absent or temporarily unable to perform duties, the remaining members of the Board of Directors shall elect one among them to chair the meeting based on the majority principle. If no chairperson can be elected, the Head of the Supervisory Board shall preside for the General Meeting of Shareholders to elect a chairperson from among the attendees, and the person with the highest number of votes shall chair the meeting.
 - b. Except as provided in point a, Clause 4 of this Article, the person signing the notice convening the General Meeting of Shareholders shall preside over the election of the meeting chairperson by the General Meeting of Shareholders, and the person with the highest number of votes shall be appointed chairperson.
 - c. The chairperson shall appoint one or more persons as secretary(ies) of the meeting.
 - d. The General Meeting of Shareholders shall elect one or more persons to the vote counting committee upon the proposal of the chairperson.
5. The agenda and content of the meeting must be approved by the General Meeting of Shareholders during the opening session. The agenda must clearly and detailedly specify the time allocated for each item in the meeting content. The chairperson has the right to decide on the order, procedures, or events arising outside the meeting agenda.
6. The chairperson has the right to take necessary actions to conduct the General Meeting of Shareholders validly, orderly, according to the approved agenda, and reflecting the wishes of the majority of attendees.
7. The chairperson has the right to adjourn a General Meeting of Shareholders that has sufficient registered attendees for a maximum of 03 working days from the intended opening date and may only adjourn the meeting to another time or change the meeting location in the following cases:
 - a. The meeting venue does not have adequate and convenient seating for all attendees;
 - b. Communication facilities at the meeting venue do not ensure that attending shareholders can participate, discuss, and vote;
 - c. An attendee obstructs, causes disorder, or poses a risk of preventing the meeting from being conducted fairly and lawfully.A General Meeting of Shareholders reconvened after adjournment shall only discuss and vote on matters included in the agenda of the previously adjourned meeting.
8. If the chairperson adjourns or suspends the General Meeting of Shareholders contrary to the provisions of Clause 7 of this Article, the General Meeting of

- Shareholders shall elect another person from among the attendees to replace the chairperson in conducting the meeting until its conclusion; all resolutions passed at that meeting shall be effective.
9. If the Company uses modern technology to organize the General Meeting of Shareholders via online meeting, the Company is responsible for ensuring that shareholders can attend and vote electronically or through other electronic forms as stipulated in Article 144 of the Law on Enterprises and Clause 3, Article 273 of Decree No. 155/ND-CP dated 31 December 2020 of the Government detailing the implementation of certain articles of the Law on Securities.
 10. The convener or chairperson of the General Meeting of Shareholders has the following rights:
 - a. To require shareholders or authorized representatives attending the General Meeting of Shareholders to undergo checks or other lawful and reasonable security measures.
 - b. To request competent authorities to maintain order at the meeting;
 - c. To eject persons who do not comply with the chairperson's directives, intentionally cause disorder, obstruct the normal progress of the meeting, or fail to comply with security check requirements from the General Meeting of Shareholders;
 11. If the chairperson adjourns or suspends the General Meeting of Shareholders contrary to the provisions of Clause 7 of this Article, the General Meeting of Shareholders shall elect another person from among the attendees to replace the chairperson in conducting the meeting until its conclusion; all resolutions passed at that meeting shall be effective.
 12. If the Company uses modern technology to organize the General Meeting of Shareholders via online meeting, the Company is responsible for ensuring that shareholders can attend and vote electronically or through other electronic forms in accordance with legal regulations and suitable to the Company's conditions and the conditions for organizing the General Meeting of Shareholders.

Article 21. Passing Resolutions of the General Meeting of Shareholders

1. Resolutions on the following matters shall be passed if approved by shareholders representing at least 65% of the total voting rights of all shareholders attending and voting at the meeting:
 - a. Changing business lines and sectors;
 - b. Reorganizing, dissolving the Company;
 - c. Changing the Company's management organizational structure.
 - d. Investment projects or sale of assets valued at or exceeding 35% of the total asset value recorded in the Company's latest financial statements;
 - e. Types of shares and total number of shares of each type;
2. Resolutions concerning the election of members of the Board of Directors and the Supervisory Board shall be passed using the cumulative voting method as stipulated in Clause 3, Article 148 of the Law on Enterprises.
3. Other resolutions shall be passed when approved by shareholders representing more than 50% of the total voting rights of all shareholders attending and voting at the meeting, except as provided in Clauses 1, 2, 5, and 6 of this Article.

4. Resolutions of the General Meeting of Shareholders shall be notified to shareholders entitled to attend the General Meeting of Shareholders within 15 days from the date the Resolution is passed; by means of posting on the Company's website.
5. A resolution passed via written ballot requires approval from shareholders holding more than 50% of the total voting shares and has the same validity as a resolution passed at a General Meeting of Shareholders.
6. A resolution of the General Meeting of Shareholders regarding content that adversely changes the rights and obligations of shareholders holding preference shares shall only be passed if approved by attending preference shareholders of the same class holding at least 75% of the total preference shares of that class, or by preference shareholders of the same class holding at least 75% of the total preference shares of that class in case the resolution is passed via written ballot.

Article 22. Authority and Procedure for Obtaining Shareholder Approval via Written Ballot for Resolutions of the General Meeting of Shareholders

The authority and procedure for obtaining shareholder approval via written ballot for resolutions of the General Meeting of Shareholders shall be implemented according to the following provisions:

1. The Board of Directors has the right to seek shareholder approval via written ballot to pass resolutions of the General Meeting of Shareholders at any time if deemed necessary for the interests of the Company, except for matters stipulated in Clause 3, Article 15 and Clause 1, Article 21 of this Charter.
2. The Board of Directors must prepare the ballot form, draft resolution of the General Meeting of Shareholders, explanatory documents for the draft decision, and send them to all shareholders with voting rights at least 15 days before the deadline for returning the completed ballot. The preparation of the list of shareholders to receive the ballot shall comply with Clauses 1 and 2, Article 141 of the Law on Enterprises. The requirements and method for sending the ballot and accompanying documents shall comply with Article 143 of the Law on Enterprises.
3. The ballot form must contain the following main contents:
 - a. Name, head office address, number, date of issue, and place of issue of the Certificate of Business Registration;
 - b. Purpose of seeking approval;
 - c. Full name, permanent address, nationality, number of personal legal identification document for individual shareholders; name, enterprise identification number or legal identification document number of the organization, head office address for institutional shareholders; number of shares of each type and number of votes of the shareholder;
 - d. Matter requiring approval;
 - e. Voting options including approve, disapprove, and abstain for each matter;
 - f. Deadline for returning the completed ballot to the Company;
 - g. Full name and signature of the Chairperson of the Board of Directors.
4. Shareholders may send the completed ballot to the Company by mail, fax, or email according to the following provisions:

- a. If sent by mail, the completed ballot must bear the signature of the individual shareholder, or the authorized representative or legal representative of the institutional shareholder. Ballots sent to the Company must be contained in a sealed envelope and must not be opened before the vote count;
 - b. If sent by fax or email, the ballot sent to the Company must be kept confidential until the time of the vote count.
 - c. Ballots returned to the Company after the deadline specified in the ballot, or opened if sent by mail, or disclosed if sent by fax or email, are invalid. Ballots not returned are considered as abstentions.
5. The Board of Directors shall organize the vote count and prepare vote counting minutes under the witness and supervision of the Supervisory Board or a shareholder not holding a management position in the Company. The vote counting minutes must contain the following main contents:
 - a. Name, head office address, enterprise identification number;
 - b. Purpose and matters requiring approval via resolution;
 - c. Number of shareholders with the total number of votes participating in the ballot, distinguishing between valid and invalid votes and the method of submission, accompanied by an appendix listing participating shareholders;
 - d. Total votes for, against, and abstaining for each matter;
 - e. Matters passed and the corresponding approval voting ratio;
 - f. Full names and signatures of the Chairperson of the Board of Directors, the vote count supervisor, and the vote counter;Members of the Board of Directors, the vote counter, and the vote count supervisor shall be jointly liable for the truthfulness and accuracy of the vote counting minutes; jointly liable for damages arising from decisions passed due to untruthful or inaccurate vote counting.
6. The vote counting minutes and the resolution must be sent to shareholders within 15 days from the end of the vote count. Sending the vote counting minutes and resolution may be replaced by posting on the Company's website within 24 hours from the end of the vote count.
7. Completed ballots, vote counting minutes, the full text of the passed resolution, and related documents sent with the ballot must be archived at the Company's head office.
8. A resolution passed via written ballot has the same validity as a resolution passed at a General Meeting of Shareholders.

Article 23. Minutes of the General Meeting of Shareholders

1. The General Meeting of Shareholders must be recorded in minutes, and may be audio-recorded or recorded and stored in other electronic forms. The minutes must be prepared in Vietnamese, may additionally be prepared in English, and contain the following main contents:
 - a. Name, head office address, enterprise identification number;
 - b. Time and place of the General Meeting of Shareholders;
 - c. Meeting agenda and content;
 - d. Full names of the chairperson and secretary;

- e. Summary of the meeting's proceedings and opinions expressed at the General Meeting of Shareholders on each item of the agenda;
 - f. Number of shareholders and total voting rights of attending shareholders, appendix listing registered shareholders, shareholder representatives attending with corresponding number of shares and votes;
 - g. Total voting rights for each matter voted upon, clearly stating the voting method, total valid votes, invalid votes, votes for, against, and abstentions; corresponding percentage of the total voting rights of attending shareholders;
 - h. Matters passed and the corresponding approval voting ratio;
 - i. Full names and signatures of the chairperson and secretary.
2. If the chairperson or secretary refuses to sign the minutes, the minutes shall be effective if signed by all other members of the Board of Directors attending the meeting and contain all the content specified in this clause. The minutes shall clearly state the refusal of the chairperson or secretary to sign.
 3. Minutes prepared in both Vietnamese and English shall have equal legal validity. In case of discrepancies between the Vietnamese and English versions, the content of the Vietnamese minutes shall prevail.
 4. The minutes of the General Meeting of Shareholders must be completed and approved before the end of the meeting. The chairperson and secretary of the meeting shall be jointly liable for the truthfulness and accuracy of the minutes' content.
 5. The minutes of the General Meeting of Shareholders must be published on the Company's website within 24 hours or sent to all shareholders within 15 days from the end of the meeting.
 6. The minutes of the General Meeting of Shareholders, the appendix listing registered attending shareholders with signatures, written authorizations to attend, and related documents must be archived at the Company's head office.

Article 24. Request to Annul Resolutions of the General Meeting of Shareholders

Within 90 days from the date of receiving the resolution or minutes of the General Meeting of Shareholders or the minutes of vote counting results from a written ballot, a shareholder or group of shareholders stipulated in Clause 3, Article 12 of this Charter has the right to request a Court or Arbitration to review and annul the resolution or part of the content of the resolution of the General Meeting of Shareholders in the following cases:

1. The procedures for convening the meeting and passing decisions of the General Meeting of Shareholders seriously violate the provisions of the Law on Enterprises and the Company Charter, except as provided in Clause 2, Article 25 of this Charter;
2. The content of the resolution violates the law or the Company Charter.

Article 25. Effectiveness of Resolutions of the General Meeting of Shareholders

1. Resolutions of the General Meeting of Shareholders are effective from the date they are passed or from the effective date stated in the resolution.

2. Resolutions of the General Meeting of Shareholders passed by 100% of the total voting shares are lawful and effective even if the procedures for passing the resolution violate legal regulations and the Company Charter.
3. If a shareholder or group of shareholders requests a Court or Arbitration to annul a resolution of the General Meeting of Shareholders according to Article 24 of this Charter, the resolution remains effective until the decision to annul it by the Court or Arbitration takes effect, unless interim emergency measures are applied according to a decision of a competent authority.

VII. BOARD OF DIRECTORS

Article 26. Candidacy and Nomination for Members of the Board of Directors

1. If candidates have been identified, information related to candidates for the Board of Directors shall be included in the documents for the General Meeting of Shareholders and published at least ten (10) days before the opening date of the General Meeting of Shareholders on the Company's website for shareholders to learn about the candidates before voting. Candidates for the Board of Directors must provide a written commitment regarding the truthfulness, accuracy, and reasonableness of the disclosed personal information and must commit to performing their duties honestly if elected as a member of the Board of Directors. Information related to candidates for the Board of Directors to be disclosed shall include at least the following:
 - a. Full name, date of birth;
 - b. Educational background;
 - c. Professional qualifications;
 - d. Work history;
 - e. Companies where the candidate holds positions as a member of the Board of Directors and other management titles;
 - f. Assessment report on the candidate's contribution to the Company, if the candidate is currently a member of the Board of Directors;
 - g. Interests related to the Company and related parties of the Company (if any);
 - h. Full name of the shareholder or group of shareholders nominating the candidate (if any);
 - i. Other information (if any).
2. A shareholder or group of shareholders owning 10% or more of the total ordinary shares has the right to nominate candidates for the Board of Directors. In each election of members of the Board of Directors: a shareholder or group of shareholders owning from 10% to less than 20% of the total voting shares may nominate 01 candidate; from 20% to less than 30% may nominate a maximum of 02 candidates; from 30% to less than 50% may nominate a maximum of 03 candidates; from 50% to less than 65% may nominate a maximum of 04 candidates; and from 65% upwards may nominate the full number of candidates.
3. If the number of candidates for the Board of Directors through nomination and candidacy is still insufficient according to legal regulations and the Company Charter, the incumbent Board of Directors shall introduce additional candidates or organize nominations according to the provisions of the company charter and the company's internal regulations on corporate governance. The introduction of additional candidates by the Board of Directors must be clearly announced before

the General Meeting of Shareholders votes for the election of members of the Board of Directors according to legal regulations.

Article 27. Composition and Term of Office of Members of the Board of Directors

1. The number of members of the Board of Directors is 05 members.
2. The term of office for members of the Board of Directors is 05 years; members of the Board of Directors may be re-elected for an unlimited number of terms. An individual may only be elected as an independent member of the Company's Board of Directors for no more than 02 consecutive terms. The term of office of a member of the Board of Directors is calculated from the date the election takes effect. If all members of the Board of Directors complete their term simultaneously, those members shall continue as members of the Board of Directors until new members are elected to replace them and take over the work.
3. The structure of the Board of Directors must ensure that at least 1/3 of the total members of the Board of Directors are non-executive members, including at least 01 independent member of the Board of Directors.
4. Qualifications for members of the Board of Directors:
 - a. Not fall under the categories specified in Clause 2, Article 17 of the Law on Enterprises;
 - b. Possess professional qualifications, experience in business administration or in the field, industry, or business sector of the company, and understand the law;
 - c. Have good health, character, ethics, be honest, and upright;
 - d. A member of the Board of Directors may concurrently serve as a member of the Board of Directors in a maximum of 05 other companies.
5. Qualifications for independent members of the Board of Directors: In addition to the qualifications for members of the Board of Directors as stipulated in Clause 4 of this Article, independent members of the Board of Directors must also meet the following conditions:
 - a. Not be a person currently working for the company, its parent company, or a subsidiary of the company; not be a person who has worked for the company, its parent company, or a subsidiary of the company for at least the preceding 03 consecutive years;
 - b. Not be a person currently receiving salary or remuneration from the company, except for allowances that members of the Board of Directors are entitled to according to regulations;
 - c. Not be a person whose spouse, biological father, adoptive father, biological mother, adoptive mother, biological child, adopted child, biological brother, biological sister, biological younger sibling is a major shareholder of the company; is a manager of the company or a subsidiary of the company;
 - d. Not be a person who directly or indirectly owns at least 1% of the total voting shares of the company;
 - e. Not be a person who has served as a member of the Board of Directors or Supervisory Board of the company for at least the preceding 05 consecutive years, unless appointed for 02 consecutive terms.
6. An independent member of the Board of Directors must notify the Board of Directors if they no longer meet the qualifications and conditions stipulated in Clause 5 of this Article and shall automatically cease to be an independent member of the Board of Directors from the date they no longer meet the qualifications and

- conditions. The Board of Directors must announce the case where an independent member of the Board of Directors no longer meets the qualifications and conditions at the nearest General Meeting of Shareholders or convene a General Meeting of Shareholders to elect additional or replace the independent member of the Board of Directors within 06 months from the date of receiving the notification from the relevant independent member of the Board of Directors.
7. The General Meeting of Shareholders shall dismiss a member of the Board of Directors in the following cases:
 - a. The member is not qualified to be a member of the Board of Directors according to the provisions of the Law on Enterprises, the Law on Securities, and implementing guidance documents, or is prohibited by law from being a member of the Board of Directors;
 - b. Submits a resignation letter which is accepted;
 - c. Other cases as stipulated by law.
 8. The General Meeting of Shareholders shall recall a member of the Board of Directors in the following cases:
 - a. Fails to participate in the activities of the Board of Directors for 06 consecutive months, except in cases of force majeure;
 - b. By decision of the General Meeting of Shareholders.
 9. The election of members of the Board of Directors must be disclosed according to the regulations of the law on securities and the securities market.
 10. Members of the Board of Directors may not necessarily be shareholders of the Company.
 11. The Board of Directors must convene a 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 decreases by more than 1/3 compared to the number stipulated in the Company Charter. In this case, the Board of Directors must convene a General Meeting of Shareholders within 60 days from the date the number of members decreases by more than 1/3. The number of independent members of the Board of Directors decreases, failing to ensure the required ratio.
 - b. Except as provided in points a and b of this clause, the General Meeting of Shareholders shall elect new members to replace dismissed or recalled members of the Board of Directors at the nearest meeting.

Article 28. Powers and Duties of the Board of Directors

1. The Board of Directors is the management body of the Company, having full authority in the name of the Company to decide and exercise the rights and obligations of the company, except for rights and obligations under the authority of the General Meeting of Shareholders.
2. The powers and duties of the Board of Directors are stipulated by law, the Company Charter, and the General Meeting of Shareholders. Specifically, the Board of Directors has the following powers and duties:
 - a. To decide on the strategy, medium-term development plan, and annual business plan of the Company;
 - b. To elect, dismiss, remove the Chairperson of the Board of Directors; appoint the Person in charge of Corporate Governance; appoint, dismiss, sign contracts with,

terminate contracts with the Director, Deputy Directors, and other managers under the management authority of the Board of Directors; decide on the salary, remuneration, bonus, and other benefits of those managers; appoint authorized representatives to participate in the Members' Council or General Meeting of Shareholders of other companies, decide on the remuneration and other benefits of those persons;

c. To supervise and direct the Director and other managers in conducting the daily business operations of the Company;

d. To resolve complaints of the Company against enterprise executive officers as well as decide on the selection of the Company's representative to resolve issues related to legal proceedings against those enterprise executive officers;

e. To decide on the organizational structure, issue internal management regulations of the Company.

f. To decide on the issuance of the Operational Regulations of the Board of Directors, Internal Corporate Governance Regulations after approval by the General Meeting of Shareholders;

g. To decide on the establishment of subsidiaries, branches, representative offices, and capital contribution, purchase of shares of other enterprises; To decide on the appointment, dismissal of representatives of the Company's capital share, owner's representatives at subsidiaries; decide on the appointment, dismissal, removal from office, or recommend for appointment, propose dismissal, removal from office for officials at the level of Chairperson and Members of the Members' Council/Board of Directors, Supervisors, Directors of subsidiaries;

h. To propose the reorganization or dissolution of the Company; request bankruptcy of the Company;

i. To approve the program, content of documents for the General Meeting of Shareholders, convene the General Meeting of Shareholders or solicit opinions for the General Meeting of Shareholders to pass resolutions;

j. To propose the dividend payout rate; decide on the timing and procedure for dividend payment or handling of losses incurred during business operations;

k. To propose the types of shares that can be issued and the total number of shares issued for each type;

l. To propose the issuance of convertible bonds and bonds with warrants;

m. To submit the audited annual financial statements, Corporate Governance Report to the General Meeting of Shareholders;

n. To propose the types of shares and total number of shares authorized for offering for each type;

o. To decide on the sale of unsold shares within the scope of authorized shares for offering for each type; decide on raising additional capital through other forms;

p. To decide on the selling price of the company's shares and bonds;

q. To decide on the repurchase of shares according to Clauses 1 and 2, Article 133 of the Law on Enterprises;

r. To decide on investment plans and investment projects within the authority and limits prescribed by law;

- s. To decide on market development, marketing, and technology solutions;
 - t. To approve contracts for purchase, sale, borrowing, lending, and other contracts and transactions valued at 35% or more of the total asset value recorded in the company's latest financial statements, contracts and transactions as stipulated in Clauses 1 and 2, Article 167 of the Law on Enterprises, except for contracts and transactions under the decision-making authority of the General Meeting of Shareholders according to point d, Clause 2, Article 138, Clauses 1 and 3, Article 167 of the Law on Enterprises.;
 - u. To supervise and prevent conflicts of interest among members of the Board of Directors, members of the Supervisory Board, the General Director (Director), and other managers, including the misuse of company assets and abuse of transactions with related parties.
 - v. Investments not included in the business plan and budget exceeding VND 2,000,000,000 (Two billion Vietnamese Dong) or investments exceeding 10% of the value of the annual business plan and budget;
 - w. Other powers and duties as stipulated by law and the Company Charter.
3. The Board of Directors must report to the General Meeting of Shareholders at the Annual General Meeting of Shareholders and must ensure the report includes the following contents:
- a. Remuneration, operating expenses, and other benefits of the Board of Directors and each member of the Board of Directors as stipulated in Clause 3, Article 163 of the Law on Enterprises and the company charter.
 - b. Summary of meetings of the Board of Directors and decisions of the Board of Directors.
 - c. Report on transactions between the Company, subsidiaries, companies where the Company holds control of over 50% or more of the Charter Capital, with members of the Board of Directors and related persons of those members; transactions between the Company and companies where members of the Board of Directors were founding members or enterprise managers within the 03 years prior to the transaction date.
 - d. Activities of independent members of the Board of Directors and the independent members' assessment results of the Board of Directors' activities.
 - e. Activities of other committees under the Board of Directors.
 - f. Results of supervision over the Director.
 - g. Results of supervision over other executive officers.
 - h. Future plans.

Article 29. Remuneration, Bonus, and Other Benefits of Members of the Board of Directors

1. Members of the Board of Directors are entitled to work remuneration and bonuses. Work remuneration is calculated based on the number of workdays required to complete the duties of a member of the Board of Directors and the daily remuneration rate. The Board of Directors shall estimate the remuneration for each member based on the principle of consensus. The total remuneration and bonus

amount for the Board of Directors shall be decided by the General Meeting of Shareholders at the annual meeting.

2. The total amount paid to each member of the Board of Directors, including remuneration, expenses, commissions, share options, and other benefits received from the Company, subsidiaries, affiliated companies of the Company, and other companies where the member of the Board of Directors represents the capital contribution, must be disclosed in detail in the Company's annual report.
3. Members of the Board of Directors holding executive positions in the management apparatus or members of the Board of Directors working in committees of the Board of Directors or performing other tasks which, according to the Board of Directors, fall outside the scope of normal duties of a member of the Board of Directors, may receive additional remuneration in the form of a lump sum payment per occasion, salary, commission, percentage of profit, or other forms as decided by the Board of Directors.
4. Members of the Board of Directors are entitled to reimbursement for all travel, accommodation, meals, and other reasonable expenses incurred while 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 committees of the Board of Directors.
5. Members of the Board of Directors may have liability insurance purchased for them by the Company upon approval by the General Meeting of Shareholders. This insurance does not cover liabilities of members of the Board of Directors related to violations of law and the Company Charter.

Article 30. Chairperson of the Board of Directors

1. The Board of Directors shall elect one Chairperson from among its members. The Chairperson of the Board of Directors shall not concurrently hold the position of Director of the Company.
2. The Chairperson of the Board of Directors has the following powers and duties:
 - a. To prepare the work program and plan of the Board of Directors;
 - b. To prepare the agenda, content, and documents for meetings; convene, preside over, and chair meetings of the Board of Directors;
 - c. To organize the passing of resolutions and decisions of the Board of Directors;
 - d. To supervise the process of implementing resolutions and decisions of the Board of Directors;
 - e. To chair meetings of the General Meeting of Shareholders;
 - f. Other powers and duties as stipulated by the Law on Enterprises and the Charter.
3. In case the Chairperson of the Board of Directors is absent or unable to perform their duties, they must authorize another member of the Board of Directors to perform the duties of the Chairperson. If there is no authorized person or the Chairperson of the Board of Directors dies, is missing, is detained, is serving a prison sentence, is undergoing administrative handling measures at a compulsory rehabilitation facility or compulsory educational institution, absconds from residence, has limited or lost legal capacity, has difficulty in perception or behavior control, is prohibited by a Court from holding office, practicing a profession, or performing certain work, the remaining members shall elect one person from among the members to hold the position of Chairperson of the Board of Directors based on

- the principle of majority consent of the remaining members until a new decision is made by the Board of Directors.
4. The Chairperson of the Board of Directors is responsible for ensuring that the Board of Directors sends the audited annual financial statements, the Company's business performance report, and the Board of Directors' performance report to shareholders at the General Meeting of Shareholders.
 5. The Chairperson of the Board of Directors may be recalled or dismissed by decision of the Board of Directors. If the Chairperson of the Board of Directors resigns or is recalled or dismissed, the Board of Directors must elect a replacement within ten (10) days from the date the incumbent Chairperson ceases to hold office.

Article 31. Meetings of the Board of Directors

1. The Chairperson of the Board of Directors shall be elected at the first meeting of the Board of Directors within 07 working days from the closing date of the election of that Board of Directors. This meeting shall be convened and chaired by the member with the highest number of votes or the highest vote percentage. If there is more than one member with the highest and equal number or percentage of votes, the members shall elect by majority principle one person among them to convene the Board of Directors meeting. The Board of Directors must meet at least once every quarter and may hold extraordinary meetings.
2. The Chairperson of the Board of Directors shall convene extraordinary meetings when deemed necessary for the interests of the Company. In addition, the Chairperson of the Board of Directors must convene a meeting of the Board of Directors, without undue delay unless there is a valid reason, when one of the following parties requests in writing, stating the purpose of the meeting and the issues to be discussed:
 - a. The Director or at least 05 other Managers;
 - b. An independent member of the Board of Directors;
 - c. At least 02 members of the Board of Directors;
 - d. The Supervisory Board.
3. The Chairperson of the Board of Directors must convene a meeting of the Board of Directors within 07 working days from the date of receiving the request stipulated in Clause 2 of this Article. If the Chairperson of the Board of Directors refuses to convene the meeting as requested, the Chairperson shall be liable for any damages incurred by the Company; the requesters have the right to replace the Chairperson of the Board of Directors in convening the meeting.
4. If requested by the independent auditor, the Chairperson of the Board of Directors must convene a meeting of the Board of Directors to discuss the audit report and the Company's situation.
5. Meetings of the Board of Directors shall be held at the registered address of the Company or other locations in Vietnam or abroad as decided by the Chairperson of the Board of Directors and agreed upon by the Board of Directors. Interpreters for members of the Board of Directors may attend meetings of the Company's Board of Directors.
6. Notice of a Board of Directors meeting must be sent to members of the Board of Directors and Supervisors at least five (05) working days before the meeting date. A member of the Board of Directors may waive the notice of invitation in writing, and this waiver may be amended or revoked in writing by that member. The meeting

notice must specify the time and place of the meeting, the agenda, and the issues to be discussed and decided. The notice of invitation must be accompanied by the documents to be used at the meeting and the member's ballot form.

The notice of invitation shall be sent by invitation letter, telephone, fax, electronic means, or other methods, ensuring it reaches the contact address of each member of the Board of Directors and Supervisor registered with the Company.

7. Meetings of the Board of Directors shall be conducted when attended by at least three-fourths (3/4) of the members of the Board of Directors present in person or through a representative (authorized person) if approved by the majority of the members of the Board of Directors. If the required number of attending members is not met, the meeting must be reconvened within seven (07) days from the intended date of the first meeting. The reconvened meeting shall be conducted if more than one-half (1/2) of the members of the Board of Directors attend.
8. A member of the Board of Directors is considered to have attended and voted at a meeting in the following cases:
 - a. Attends and votes directly at the meeting;
 - b. Authorizes another person to attend the meeting and vote according to legal regulations;
 - c. Attends and votes via online conference, electronic voting, or other electronic forms;
 - d. Sends a ballot to the meeting via mail, fax, or email. If sending a ballot to the meeting via mail, the ballot must be contained in a sealed envelope and must be delivered to the Chairperson of the Board of Directors at least one (01) hour before the opening. Ballots shall only be opened in the presence of all attendees;
9. Voting at the meeting:
 - a. Except as provided in point b, clause 9 of this Article, each member of the Board of Directors or their legally authorized representative has one (01) vote when voting on matters at a Board of Directors meeting;
 - b. A member of the Board of Directors shall not vote on contracts or transactions that benefit that member or a related person of that member. A member of the Board of Directors without voting rights shall not be counted towards the minimum quorum required to hold a Board of Directors meeting regarding decisions on which that member has no voting rights. In this case, resolutions and decisions of the Board of Directors shall be passed when approved by the majority of the attending members with voting rights.
 - c. Supervisors have the right to attend Board of Directors meetings, have the right to discuss but not to vote.
10. A member of the Board of Directors who directly or indirectly benefits from a contract or transaction that has been concluded or is planned to be concluded with the Company and is aware of having an interest therein is responsible for disclosing this interest at the first Board of Directors meeting concerning the conclusion of this contract or transaction. If a member of the Board of Directors is unaware that they or a related person has an interest at the time the contract or transaction is concluded with the Company, this member must notify the related interests in writing immediately after becoming aware that they have or will have an interest in the aforementioned transaction or contract.
11. The Board of Directors passes resolutions and makes decisions based on the majority approval of the attending members of the Board of Directors, except as

- provided in point b, Clause 9 of this Article. In case of a tie in votes for and against, the Chairperson's vote shall be the deciding vote.
12. Resolutions passed via written ballot are approved based on the consent of the majority of members of the Board of Directors with voting rights. The method, sequence, and procedures for passing resolutions of the Board of Directors via written ballot shall be decided by the Chairperson of the Board of Directors. Resolutions of the Board of Directors passed via written ballot and those passed at Board of Directors meetings have equal validity and value.
 13. Meetings of the Board of Directors must be recorded in minutes and may be audio-recorded, recorded, and stored in other electronic forms. The minutes must be prepared in Vietnamese and may additionally be prepared in a foreign language, including the following main contents:
 - a. Name, head office address, enterprise identification number;
 - b. Time, place of the meeting;
 - c. Purpose, agenda, and content of the meeting;
 - d. Full name of each attending member or authorized attendee and method of attendance; full names of non-attending members and reasons;
 - e. Issues discussed and voted on at the meeting;
 - f. Summary of opinions expressed by each attending member according to the sequence of the meeting's proceedings;
 - g. Voting results, clearly stating members who approved, disapproved, and abstained;
 - h. Matters passed and the corresponding approval voting ratio;
 - i. Full names, signatures of the chairperson and the minute taker, except as provided in clause 14 of this Article.
 14. If the chairperson or minute taker refuses to sign the meeting minutes, but if all other attending members of the Board of Directors who participated and agreed to approve the meeting minutes sign, and it contains all the content as stipulated in points a, b, c, d, e, f, g, and h of clause 13 of this Article, these minutes shall be effective. The meeting minutes shall clearly state the refusal of the chairperson or minute taker to sign.
 15. The chairperson, minute taker, and signatories of the minutes shall be responsible for the truthfulness and accuracy of the content of the Board of Directors meeting minutes.
 16. Minutes of Board of Directors meetings and documents used in the meeting must be archived at the Company's head office.
 17. The Chairperson of the Board of Directors is responsible for distributing the minutes of Board of Directors meetings to the members. Minutes of Board of Directors meetings shall be prepared in Vietnamese and may be in English. The minutes must bear the signatures of the chairperson and the minute taker.

Article 32. Committees under the Board of Directors

1. The Board of Directors may establish subordinate committees to be responsible for development policy, personnel, remuneration, and internal audit. The functions, tasks, number of members of the committee, and the Head of the committee shall be decided by the Board of Directors. The activities of the committee must comply with the regulations of the Board of Directors. Resolutions of the committee are

only effective when approved by a majority of attending members who vote at the meeting.

2. The implementation of decisions by the Board of Directors, or by a committee under the Board of Directors, or by a person with the status of a member of a Board of Directors committee must comply with current legal regulations and the provisions of the Company Charter.

Article 33. Person in charge of Corporate Governance

1. The Board of Directors shall appoint at least one (01) person as the Person in charge of Corporate Governance to support the effective conduct of the Company's governance activities. The Person in charge of Corporate Governance may concurrently serve as the company secretary according to Clause 5, Article 156 of the Law on Enterprises. The term of office for the Person in charge of Corporate Governance shall be decided by the Board of Directors, with a maximum of five (05) years.
2. The Person in charge of Corporate Governance must meet the following standards:
 - a. Possess knowledge of law;
 - b. Must not concurrently work for the independent audit firm currently auditing the Company's financial statements;
 - c. Other standards as stipulated by law, this Charter, and decisions of the Board of Directors.

Article 34. Management Structure

The Company's management system must ensure that the management apparatus is accountable to the Board of Directors and subject to the supervision and direction of the Board of Directors in the daily business operations of the Company. The Company has one Director, Deputy Directors, a Chief Accountant, and other management positions appointed by the Board of Directors. The appointment, dismissal, or removal of the aforementioned positions must be approved by a resolution of the Board of Directors.

Article 35. Company Executive Officers

1. Upon the proposal of the Director and with the approval of the Board of Directors, the Company may recruit other executive officers with the number and qualifications appropriate to the Company's structure and management regulations set by the Board of Directors. Company executive officers must exercise due diligence to support the Company in achieving its stated objectives in operations and organization.
2. Remuneration, compensation, benefits and other terms in the contract of the Director shall be determined by the Board of Directors, and contracts with other executives shall be decided by the Board of Directors after consulting the Director.
3. The Director shall be paid a salary and bonus. The salary and bonus of the Director shall be decided by the Board of Directors.
4. The salaries of Executive Officers shall be included in the Company's business expenses according to the law on corporate income tax, presented as a separate item in the Company's annual financial statements, and reported to the General Meeting of Shareholders at the annual meeting.

Article 36. Appointment, Removal, Duties, and Powers of the Director

1. The Board of Directors shall appoint one (01) member of the Board of Directors or one (01) other person as the Director.
2. The term of the Director shall not exceed five (05) years and may be reappointed. The appointment may be terminated in accordance with the provisions of the contract. The Director must not be a person prohibited by law from holding this position and must satisfy the criteria and conditions as prescribed by law and the Company's Charter.
3. The Director has the following powers and responsibilities:
 - a. To implement resolutions of the Board of Directors and the General Meeting of Shareholders, the business plan, and investment plan of the Company approved by the Board of Directors and the General Meeting of Shareholders;
 - b. To decide on matters related to the daily business operations of the company that do not fall under the authority of the Board of Directors;
 - c. To propose to the Board of Directors the organizational structure plan and internal management regulations of the Company;
 - d. To propose measures to improve the Company's operations and management;
 - e. To propose the number and individuals for enterprise executive positions that the Company needs to recruit for the Board of Directors to appoint or dismiss according to internal regulations and propose salary, remuneration, and other benefits for enterprise executive officers for the Board of Directors to decide;
 - f. To recruit labor; Decide on salaries and other benefits for employees in the company, including managers under the Director's appointment authority;
 - g. To appoint, dismiss, remove management positions within the company, except for positions under the authority of the Board of Directors;
 - h. To propose dividend payment plans or handle business losses;
 - i. To appoint and dismiss persons authorized by the Company as commercial representatives and lawyers of the Company;
 - j. Other powers and duties as stipulated by law, this Charter, internal regulations of the Company, resolutions of the Board of Directors, and the employment contract signed with the Company.
4. The Board of Directors may dismiss or remove the Director when approved by a majority vote of the attending members of the Board of Directors with voting rights, and appoint a new Director as replacement.

Article 37. Company Secretary

When deemed necessary, the Board of Directors shall appoint a Company Secretary to assist the Board of Directors and the Chairperson of the Board of Directors in performing duties within their authority according to the provisions of law and the Company Charter. The Company Secretary has the following powers and duties:

1. To assist in organizing the convening of the General Meeting of Shareholders, Board of Directors meetings; record meeting minutes;

2. To assist members of the Board of Directors in exercising their assigned powers and duties;
3. To assist the Board of Directors in applying and implementing corporate governance principles;
4. To assist the Company in building shareholder relations and protecting the lawful rights and interests of shareholders;
5. To assist the Company in complying correctly with obligations regarding information provision, information disclosure, and administrative procedures;
6. Other powers and duties as stipulated in the Company Charter.
7. The Company Secretary is responsible for maintaining confidentiality of information according to the provisions of law and the Company Charter
8. The Board of Directors may dismiss the Person in charge of Corporate Governance when necessary, provided it does not contravene current labor laws. The Board of Directors may appoint an assistant to the Person in charge of Corporate Governance from time to time.
9. The Person in charge of Corporate Governance has the following powers and duties:
 - a. Advise the Board of Directors on organizing General Meetings of Shareholders according to regulations and related matters between the Company and shareholders;
 - b. Prepare meetings of the Board of Directors, Supervisory Board, and General Meeting of Shareholders as requested by the Board of Directors or Supervisory Board;
 - c. Advise on meeting procedures;
 - d. Attend meetings;
 - e. Advise on the procedures for drafting resolutions of the Board of Directors in compliance with legal regulations;
 - f. Provide financial information, copies of Board of Directors meeting minutes, and other information to members of the Board of Directors and Supervisors;
 - g. Supervise and report to the Board of Directors on the Company's information disclosure activities;
 - h. Maintain confidentiality of information according to legal regulations and the Company Charter;
 - i. Other powers and duties as stipulated by law and the Company Charter.

IX. SUPERVISORY BOARD

Article 38. Candidacy and Nomination for Supervisors

1. The candidacy and nomination for Supervisors shall be conducted similarly to the provisions in Clause 4, Article 12 and Clause 1, Article 26 of this Charter; wherein shareholders holding ordinary shares have the right to pool their voting rights to nominate candidates for the Supervisory Board. In each election of members of the Supervisory Board: A shareholder or group of shareholders holding from 10% to less than 30% of the total voting shares may nominate one (01) candidate; from 30% to less than 50% may nominate a maximum of two

- (02) candidates; and from 50% upwards may nominate the full number of candidates.
2. If the number of candidates for the Supervisory Board through nomination and candidacy is insufficient, the incumbent Supervisory Board may nominate additional candidates or organize nominations according to the mechanism specified in the Company Charter and internal regulations on corporate governance. The mechanism for the incumbent Supervisory Board to nominate candidates for the Supervisory Board must be clearly disclosed and approved by the General Meeting of Shareholders before nomination proceeds.

Article 39. Supervisors

1. The number of Supervisors of the Company is three (03) persons. The term of office for Supervisors shall not exceed five (05) years and they may be re-elected for an unlimited number of terms.
2. Supervisors must meet the standards and conditions stipulated in Article 169 of the Law on Enterprises, the Law on Securities, guiding documents, and this Charter.
3. A Supervisor shall be dismissed in the following cases:
 - a. No longer meets the qualifications and conditions to be a Supervisor according to Article 169 of the Law on Enterprises;
 - b. Fails to exercise their rights and duties for six (06) consecutive months, except in cases of force majeure;
 - c. Submits a resignation letter which is accepted;
 - d. Other cases as stipulated by law and this Charter.
4. A Supervisor shall be recalled in the following cases:
 - a. Fails to complete assigned tasks and duties;
 - b. Seriously or repeatedly violates the duties of a Supervisor stipulated by the Law on Enterprises and the Company Charter;
 - c. By decision of the General Meeting of Shareholders;
 - d. Other cases as stipulated by law and this Charter.
 - e. Fails to exercise their rights and duties for 06 consecutive months, except in cases of force majeure;

Article 40. Head of the Supervisory Board

1. The Supervisors shall elect one (01) person among them as the Head of the Supervisory Board based on the majority principle. The Head of the Supervisory Board must hold a university degree or higher in one of the following fields: economics, finance, accounting, auditing, law, business administration, or a field related to the enterprise's business operations, and must work full-time at the Company.
2. The Head of the Supervisory Board has the following powers and responsibilities:
 - a. To convene meetings of the Supervisory Board;
 - b. To request the Board of Directors, the General Director, and other Executive Officers of the Company to provide relevant information for reporting to the Supervisory Board;

- c. To prepare and sign reports of the Supervisory Board after consulting the Board of Directors for submission to the General Meeting of Shareholders.

Article 41. Powers and Duties of the Supervisory Board

1. The Supervisory Board has the powers and responsibilities stipulated in Article 170 of the Law on Enterprises and this Charter, with specific powers and responsibilities as follows:
 - a. To propose the selection of an independent audit firm and all matters related to the withdrawal or dismissal of the independent audit firm;
 - b. To discuss with the independent auditor the nature and scope of the audit before the audit commences;
 - c. To seek independent professional advice or legal counsel and ensure the participation of external experts with appropriate experience and qualifications in the company's work if deemed necessary;
 - d. To inspect the annual, semi-annual, and quarterly financial statements;
 - e. To discuss difficulties and issues identified from interim or final audit results, as well as any matters the independent auditor wishes to discuss;
 - f. To review the independent auditor's management letter and the management's response;
 - g. To review the company's report on internal control systems before approval by the Board of Directors;
 - h. To review the results of internal investigations and management's response;
 - i. To review, inspect, and evaluate the effectiveness and efficiency of the Company's internal control system, internal audit, risk management, and early warning systems;
 - j. To have the right to attend and participate in discussions at meetings of the General Meeting of Shareholders, Board of Directors, and other meetings of the Company.
 - k. Other powers and duties as stipulated by the Charter and law.
2. The Board of Directors, members of the Board of Directors, the Director, and other Managers must provide complete, accurate, and timely information and documents regarding the management, operation, and business activities of the Company as requested by members of the Supervisory Board or the Supervisory Board. The Company Secretary must ensure that all copies of financial information, other information provided to members of the Board of Directors, and copies of Board of Directors meeting minutes are provided to the Supervisors at the same time they are provided to the Board of Directors.
3. The Supervisory Board may issue regulations regarding its meetings and operating procedures. The Supervisory Board must meet at least twice a year, and the number of members attending meetings must be at least two (02) persons.

Article 42. Meetings of the Supervisory Board

1. The Supervisory Board must meet at least two (02) times a year, and the number of members attending meetings must be at least 2/3 of the members of the Supervisory Board. Minutes of Supervisory Board meetings shall be recorded in detail and clearly. The minute taker and attending members of the Supervisory

Board must sign the meeting minutes. Minutes of Supervisory Board meetings must be archived to determine the responsibility of each member.

2. The Supervisory Board has the right to request members of the Board of Directors, the Director, and representatives of the approved audit organization to attend and respond to matters requiring clarification.

Article 43. Salary, Remuneration, Bonus, and Other Benefits of Members of the Supervisory Board

1. Members of the Supervisory Board shall be paid salary, remuneration, bonuses, and other benefits according to the decision of the General Meeting of Shareholders. The General Meeting of Shareholders shall decide the total level of salary, remuneration, bonus, other benefits, and the annual operating budget of the Supervisory Board.
2. Members of the Supervisory Board shall be reimbursed for expenses related to meals, accommodation, travel, and the cost of using independent consulting services at a reasonable level. The total amount of remuneration and these expenses shall not exceed the total annual operating budget of the Supervisory Board approved by the General Meeting of Shareholders, unless otherwise decided by the General Meeting of Shareholders.
3. The salaries and operating expenses of the Supervisory Board shall be included in the Company's business expenses according to the law on corporate income tax, other relevant legal regulations, and must be presented as a separate item in the Company's annual financial statements.

X. RESPONSIBILITIES OF MEMBERS OF THE BOARD OF DIRECTORS, SUPERVISORS, DIRECTOR, AND OTHER EXECUTIVE OFFICERS

Article 44. Duty of Care

Members of the Board of Directors, Supervisors, the Director, and other Executive Officers are responsible for performing their duties, including duties as members of committees of the Board of Directors, honestly, in the best interests of the Company, and with the degree of care that a prudent person would exercise when holding an equivalent position and under similar circumstances.

Article 45. Duty of Loyalty and Avoidance of Conflicts of Interest

1. Members of the Board of Directors, Supervisors, the Director, and other managers must disclose related interests as stipulated in Article 164 of the Law on Enterprises, the Law on Securities, and other legal regulations.
2. Members of the Board of Directors, Supervisors, the Director, and other managers are not permitted to use business opportunities that could benefit the Company for personal purposes; simultaneously, they may only use information obtained through their position to serve the interests of the Company.
3. Members of the Board of Directors, Supervisors, the Director, and other managers have an obligation to inform the Board of Directors of all interests that may conflict with the interests of the Company, which they might benefit from through economic entities, transactions, or other individuals. They must also notify the Board of Directors and Supervisory Board in writing about

transactions between the Company, subsidiaries, other companies controlled by the public company with over 50% or more of the charter capital, and themselves or their related persons according to legal regulations. For the aforementioned transactions approved by the General Meeting of Shareholders or the Board of Directors, the Company must disclose information about these resolutions according to securities law regulations on information disclosure.

4. A member of the Board of Directors shall not vote on transactions that benefit that member or a related person of that member as stipulated by the Law on Enterprises and the company charter.
5. A contract or transaction between the Company and one or more members of the Board of Directors, Supervisors, the Director, other executive officers, and individuals, organizations related to them, or a company, partnership, association, or organization in which members of the Board of Directors, Supervisors, the Director, other executive officers, or persons related to them are members, or have a related financial interest, shall not be invalidated in the following cases:
 6. a. For contracts valued at less than or equal to thirty-five percent (35%) of the total asset value recorded in the latest financial statements, the material contents of the contract or transaction, as well as the relationships and interests of the member of the Board of Directors, Supervisor, Director, other executive officer, have been reported to the Board of Directors. Simultaneously, the Board of Directors has authorized the execution of that contract or transaction honestly by a majority vote of the disinterested members of the Board of Directors;
 7. b. For contracts valued at more than thirty-five percent (35%) or transactions leading to the value of transactions arising within 12 months from the date of the first transaction reaching 35% or more of the total asset value recorded in the latest financial statements, the material contents of this contract or transaction, as well as the relationship and interests of the member of the Board of Directors, Supervisor, Director, other executive officer, have been disclosed to the disinterested shareholders entitled to vote on the matter, and approved by the General Meeting of Shareholders through the votes of disinterested shareholders.
8. Members of the Board of Directors, Supervisors, the Director, other executive officers, and related organizations and individuals of the aforementioned members shall not use non-public information of the Company or disclose it to others to conduct related transactions.

Article 46. Liability for Damages and Indemnification

1. Members of the Board of Directors, Supervisors, the Director, and other Executive Officers who violate their obligations, duty of loyalty and care, fail to fulfill their duties with diligence and professional competence shall be liable for damages caused by their violations.
2. The Company shall indemnify persons who have been or are a party to claims, lawsuits, prosecutions (including civil, administrative cases, and excluding lawsuits initiated by the Company) if that person was or is a member of the Board of Directors, an Enterprise Executive Officer, employee, or an authorized representative of the Company, or that person acted or is acting at the request of the Company as a member of the Board of Directors, Enterprise Executive

Officer, employee, or authorized representative of the Company, provided that the person acted honestly, carefully, diligently for the benefit or not against the best interests of the Company, in compliance with the law, and there is no evidence confirming that the person violated their responsibilities.

3. Indemnification costs include incurred expenses (including legal fees), judgment costs, fines, amounts payable arising in reality or considered reasonable when resolving these cases within the scope permitted by law. The Company may purchase insurance for such persons to cover the aforementioned indemnification liabilities.

XI. RIGHT TO INSPECT COMPANY BOOKS AND RECORDS

Article 47. Right to Inspect Books and Records

1. A shareholder or group of shareholders mentioned in Clause 4, Article 12 of this Charter has the right, directly or through an authorized person, to submit a written request to inspect, during business hours and at the Company's principal place of business, the list of shareholders, the minutes of the General Meeting of Shareholders, and to make copies or extracts of these documents. An inspection request made by a lawyer or other authorized representative of a shareholder must be accompanied by the power of attorney from the shareholder they represent or a notarized copy of this power of attorney.
2. Members of the Board of Directors, Supervisors, the Director, and other executive officers have the right to inspect the Company's shareholder register, the list of shareholders, and other books and records of the Company for purposes related to their position, provided that such information must be kept confidential.
3. The Company shall keep this Charter and its amendments and supplements, the certificate of business registration, regulations, documents proving ownership of assets, minutes of meetings of the General Meeting of Shareholders and the Board of Directors, reports of the Board of Directors, reports of the Supervisory Board, annual financial statements, accounting books, and any other documents required by law at its head office or another location, provided that shareholders and the business registration authority are notified of the location where these documents are stored.
4. This Charter must be published on the Company's website.

XII. EMPLOYEES AND TRADE UNION

Article 48. Employees and Trade Union

The Director must prepare plans for the Board of Directors to approve regarding matters related to the Company's relationship with trade union organizations in accordance with best practice standards, customs, management policies, the practices and policies stipulated in this Charter, Company regulations, and current legal provisions.

XIII. PROFIT DISTRIBUTION

Article 49. Profit Distribution

1. The General Meeting of Shareholders shall decide the dividend payout rate and form of dividend payment from the Company's retained earnings.
2. The Board of Directors may decide on interim dividend advances if it considers that such payment is consistent with the Company's profitability.
3. The Company shall not pay interest on dividend payments or amounts paid related to a type of share.
4. The Board of Directors may recommend that the General Meeting of Shareholders approve the payment of dividends entirely or partially in shares, and the Board of Directors shall be the body responsible for implementing this resolution.
5. If dividends or other amounts related to a type of share are paid in cash, the Company must pay in Vietnamese Dong. Payment can be made directly or through banks based on detailed account information provided by shareholders. If the Company has transferred funds according to the correct bank details provided by the shareholder, but that shareholder does not receive the money, the Company shall not be liable for the amount transferred to this shareholder. Dividend payments for shares listed/registered for trading on the Stock Exchange may be made through securities companies or the Vietnam Securities Depository and Clearing Corporation.
6. Pursuant to the Law on Enterprises and the Law on Securities, the Board of Directors shall pass a resolution determining a specific date to finalize the list of shareholders. Based on that date, persons registered as shareholders or owners of other securities are entitled to receive dividends, interest, profit distributions, receive shares, receive notices, or other documents.
7. Other matters related to profit distribution shall be implemented according to legal regulations.

XIV. BANK ACCOUNTS, FISCAL YEAR, AND ACCOUNTING SYSTEM

Article 50. Bank Accounts

1. The Company shall open accounts at Vietnamese banks or foreign banks permitted to operate in Vietnam.
2. With prior approval from the competent authority, if necessary, the Company may open bank accounts abroad according to legal regulations.
3. The Company shall conduct all payments and accounting transactions through Vietnamese Dong or foreign currency accounts at the banks where the Company holds accounts.

Article 51. Fiscal Year

The fiscal year of the Company begins on the first day of January each year and ends on the 31st day of December of the same year. The first fiscal year begins on the date the certificate of business registration is issued and ends on the 31st day of December immediately following the date of issuance of that certificate of business registration (business license).

Article 52. Accounting System

1. The accounting system used by the Company is the Vietnamese Accounting Standards (VAS), the corporate accounting system, or another specific accounting system issued by a competent authority and approved by the Ministry of Finance.
2. The Company shall maintain accounting books in Vietnamese. The Company shall keep accounting records according to the provisions of the law on accounting and related laws. These records must be accurate, up-to-date, systematic, and sufficient to demonstrate and explain the Company's transactions.
3. The Company uses the Vietnamese Dong as the currency unit in accounting.

XV. ANNUAL REPORT, INFORMATION DISCLOSURE OBLIGATION, PUBLIC NOTICES

Article 53. Annual, Semi-annual, Quarterly Financial Statements and Information Disclosure Obligation

1. The Company must prepare annual financial statements according to legal regulations as well as regulations of the State Securities Commission, and the statements must be audited according to Article 57 of this Charter. The Company must submit the audited annual financial statements or the audited annual financial statements approved by the General Meeting of Shareholders to state management agencies (competent tax authority, State Securities Commission, Stock Exchange, and business registration authority,...) according to regulations and within the timeframe stipulated by each state management agency.
2. The annual financial statements must include a report on business performance results reflecting truthfully and objectively the profit/loss situation of the Company during the fiscal year, a statement of financial position reflecting truthfully and objectively the state of the Company's activities as of the reporting date, a cash flow statement, and notes to the financial statements.
3. The Company must prepare and publish reviewed semi-annual reports and quarterly financial statements according to the regulations of the State Securities Commission, the Stock Exchange, and submit them to the State Securities Commission and the Stock Exchange, and submit them to the relevant tax authority and business registration authority according to the provisions of the Law on Enterprises.
4. Audited annual financial statements (including the auditor's opinion), reviewed semi-annual financial statements, and quarterly financial statements must be published on the Company's website.
5. Interested organizations and individuals have the right to inspect or copy the audited annual financial statements, reviewed semi-annual reports, and quarterly financial statements during business hours at the Company's head office and must pay a reasonable fee for copying.
6. The Company shall implement information disclosure according to the provisions of Article 176 of the Law on Enterprises and current securities laws.

Article 54. Annual Report

The Company must prepare and publish an Annual Report according to the regulations of the law on securities and the securities market.

Article 55. Periodic Information Disclosure

1. The Company must periodically publish the following information on its website and the website of the owner's representative agency:
 - a. Basic information about the Company and the Company Charter;
 - b. General objectives, specific goals, and targets of the annual business plan;
 - c. Report and summary of the Annual Financial Statements audited by an independent audit organization;
 - d. Report and summary of the Semi-annual Financial Statements reviewed by an independent audit organization;
 - e. The content of information disclosure stipulated in points c and d of this clause includes the Financial Statements of the parent company and the Consolidated Financial Statements;

Report assessing the results of implementing the annual business plan and for the 03 years nearest to the reporting year;

- f. Report on the results of implementing assigned public service tasks according to plan or bidding (if any) and other social responsibilities;
 - g. Report on the status of governance and organizational structure of the Company.
2. The report on the status of corporate governance includes the following information:
 - a. Information about the owner's representative agency, the head and deputy head of the owner's representative agency;
 - b. Information about Company managers, including professional qualifications, work experience, management positions held, method of appointment, assigned management tasks, salary level, bonus, method of salary payment, and other benefits; related persons and their related benefits with the company; their annual self-review and assessment as company managers;
 - c. Relevant decisions of the owner's representative agency; decisions, resolutions of the Company's Board of Directors;
 - d. Information about the Supervisory Board, Supervisors, and their activities;
 - e. Information about the Employee Conference; average number of employees per year and at the time of reporting, average annual salary and other benefits per employee;
 - f. Conclusion report of the inspection agency (if any) and reports of the Supervisory Board, Supervisors;
 - g. Information about related parties of the Company, transactions of the Company with related parties;
 - h. Other information as stipulated by the Company Charter.

3. Reported and disclosed information must be complete, accurate, and timely according to legal regulations.
4. The legal representative or the person authorized to disclose information shall perform the information disclosure. The legal representative must be responsible for the completeness, timeliness, truthfulness, and accuracy of the disclosed information.
5. Other provisions according to regulations on information disclosure.

Article 56. Extraordinary Information Disclosure

1. The Company must disclose extraordinary information on its website and publications (if any) and publicly post it at its head office and business locations within the timeframe stipulated by information disclosure regulations when one of the following events occurs:
 - a. The Company's bank account is frozen or allowed to resume operation after being frozen;
 - b. Partial or complete suspension of business operations; revocation of the Certificate of Business Registration, establishment license, or establishment and operation license, or operating license, or other license related to the Company's business;
 - c. Amendment, supplement to the content of the Certificate of Business Registration, establishment and operation license, operating license, or any other license, certificate related to the enterprise's operations;
 - d. Change in Company managers, including members of the Board of Directors, General Director, Deputy General Director, Head of the Supervisory Board or Supervisor, Chief Accountant;
 - e. A disciplinary decision, indictment, judgment, or decision of a Court against one of the enterprise managers;
 - f. Conclusion by an inspection agency or tax management agency regarding legal violations by the enterprise;
 - g. Decision to change the independent audit organization, or refusal to audit the financial statements;
 - h. Decision on establishment, dissolution, merger, consolidation, transformation of a subsidiary; decision on investment, capital reduction, or divestment of investment in other companies.
2. Comply with other provisions according to regulations on information disclosure.

XVI. COMPANY AUDIT

Article 57. Audit

1. The Annual General Meeting of Shareholders shall appoint an independent audit firm or approve a list of independent audit firms and authorize the Board of Directors to decide on selecting one of these firms to conduct the audit of the Company's financial statements for the following fiscal year based on the terms

and conditions agreed upon with the Board of Directors. The Company must prepare and send the annual financial statements to the independent audit firm after the end of the fiscal year.

2. The independent audit firm shall examine, confirm, prepare the audit report, and submit that report to the Board of Directors within ninety (90) days from the end of the fiscal year.
3. A copy of the audit report shall be attached to the Company's annual financial statements.
4. The independent auditor conducting the audit of the Company is permitted to attend General Meetings of Shareholders and is entitled to receive notices and other information related to the General Meeting of Shareholders that shareholders are entitled to receive, and to express opinions at the meeting on matters related to the audit of the Company's financial statements.

XVII. COMPANY SEAL

Article 58. Company Seal

1. The Board of Directors shall decide on and approve the form, quantity, and content of the Company's seal(s), and the seal(s) shall be engraved according to the provisions of law and the Company Charter.
2. The Board of Directors and the Director shall use and manage the Company's seal(s) according to current legal regulations.

XVIII. TERMINATION OF OPERATION AND LIQUIDATION

Article 59. Dissolution of the Company

1. The Company may be dissolved or cease operations in the following cases:
 - a. A court declares the Company bankrupt according to current legal provisions;
 - b. Dissolution by decision of the General Meeting of Shareholders;
 - c. Other cases stipulated by law.
2. The dissolution of the Company shall be decided by the General Meeting of Shareholders and implemented by the Board of Directors. This dissolution decision must be notified to or approved by the competent authority (if required) according to regulations.

Article 60. Liquidation

1. At least six (06) months before the end of the Company's operating term or after a decision to dissolve the Company, the Board of Directors must establish a Liquidation Committee consisting of three (03) members. Two (02) members shall be appointed by the General Meeting of Shareholders and one (01) member shall be appointed by the Board of Directors from an independent audit firm. The Liquidation Committee shall prepare its own operating regulations. Members of the Liquidation Committee may be selected from Company employees or independent experts. All costs related to liquidation shall be prioritized for payment by the Company before other debts of the Company.

2. The Liquidation Committee is responsible for reporting to the business registration authority the date of its establishment and the date it commences operations. From that time, the Liquidation Committee shall represent the Company in all matters related to the liquidation of the Company before Courts and administrative agencies.
3. Proceeds from liquidation shall be paid in the following order:
 - a. Liquidation costs;
 - b. Salary debts, severance allowances, social insurance, and other benefits of employees according to collective labor agreements and signed labor contracts;
 - c. Tax debts;
 - d. Other debts of the Company;
 - e. The remainder after paying all debts from items (a) to (d) above shall be distributed to shareholders. Preference shares shall be paid first.

XIX. INTERNAL DISPUTE RESOLUTION

Article 61. Internal Dispute Resolution

1. In case of disputes or complaints arising related to the Company's operations, the rights and obligations of shareholders according to the Law on Enterprises, other legal regulations, the Company Charter, regulations, between:
 - a. A shareholder and the Company;
 - b. A shareholder and the Board of Directors, Supervisory Board, Director, or other manager;
2. The relevant parties shall endeavor to resolve such disputes through negotiation and mediation. Except where the dispute involves the Board of Directors or the Chairperson of the Board of Directors, the Chairperson of the Board of Directors shall preside over the dispute resolution and shall require each party to submit relevant information regarding the dispute within 10 working days from the date the dispute arises. If the dispute involves the Board of Directors or the Chairperson of the Board of Directors, any party may request the Supervisory Board to appoint an independent expert as a mediator for the dispute resolution process.
3. If a mediated decision is not reached within six (06) weeks from the start of the mediation process, or if the mediator's decision is not accepted by the parties, any party may bring the dispute to a competent Arbitration Center or Court for resolution.
4. The parties shall bear their own costs related to the negotiation and mediation procedures. Payment of Arbitration or Court costs shall be made according to the ruling of the Arbitration or Court.

XX. AMENDMENTS TO THE CHARTER

Article 62. Amendments to the Charter

1. Amendments and supplements to this Charter must be considered and decided by the General Meeting of Shareholders.

2. In case legal provisions related to the Company's operations are not mentioned in this Charter, or in case new legal provisions differ from the terms in this Charter, those legal provisions shall automatically apply and govern the Company's activities.

XXI. EFFECTIVE DATE

Article 63. Effective Date

1. This charter, comprising 21 chapters and 63 articles, was unanimously approved by the General Meeting of Shareholders of Petro Vietnam LPG Trading Joint Stock Company on 28 April 2026, and the full validity of this Charter is jointly accepted.
2. This Charter is the sole and official Charter of the Company.
3. Copies or extracts of the Company Charter are valid when signed by the Chairperson of the Board of Directors or at least 1/2 of the total members of the Board of Directors.

**LEGAL REPRESENTATIVE
DIRECTOR**

Appendix 04

(Attached to Submission No. ... /TTr-HDQT-LPG dated .../April 2026.)

AMENDMENTS AND SUPPLEMENTS TO THE INTERNAL REGULATIONS ON CORPORATE GOVERNANCE



Draft Internal Regulations on Corporate Governance of Petro Vietnam LPG Joint Stock Company have been updated and amended to comply with the Law on Enterprises, Decree No. 155/2020/NĐ-CP dated December 31, 2020, Circular No. 116/2020/TT-BTC dated December 31, 2020, the Charter of Petro Vietnam LPG Joint Stock Company, and the Company's actual operational circumstances.

No.	Article	Clause	Current Internal Regulations on Corporate Governance	Amended and Supplemented Internal Regulations on Corporate Governance	Reasons for Amendment and Supplementation
1	1	1	The Internal Regulations on Corporate Governance (the "Regulations") are developed and promulgated in accordance with the legal requirements on corporate governance applicable to listed joint stock companies under the Law on Enterprises, the Law on Securities, and other relevant applicable laws and regulations. At the same time, these Regulations are formulated with due consideration of, and incorporate, widely accepted international best practices on corporate governance, as appropriate to the conditions in Vietnam and the Company's specific context	The Internal Regulations on Corporate Governance (the "Regulations") are developed and promulgated in accordance with the legal requirements on corporate governance applicable to listed joint stock companies under the Law on Enterprises, the Law on Securities, other relevant applicable laws and regulations, and the Company's Charter . At the same time, these Regulations are formulated with due consideration of, and incorporate, widely accepted international best practices on corporate governance, as appropriate to the conditions in Vietnam and the Company's specific context.	To provide a complete basis for drafting the Regulations
2	2	1	l) " Company Manager": means the Chairman of the Board of Directors, members of the Board of Directors, and the Director;	l) " Manager ": means the managers of the Company, including the Chairman of the Board of Directors, members of the Board of Directors, the Director, Deputy Directors, the Chief Accountant, the Head of the Supervisory Board, and Supervisors of the Company.	Supplement to ensure completeness and appropriateness.

No.	Article	Clause	Current Internal Regulations on Corporate Governance	Amended and Supplemented Internal Regulations on Corporate Governance	Reasons for Amendment and Supplementation
3	4	3	<p>3.3. Approval of the agenda and contents of the General Meeting of Shareholders (GMS)</p> <p>....</p> <p>+Identity Card/Citizen Identification Card/Passport number or other legal certification for individual shareholders; enterprise code or establishment decision number for institutional shareholders;</p> <p>.....</p> <p>-The convener of the GMS has the right to refuse shareholders' proposals in the cases specified in Clause 5, Article 18 of the Charter. In addition, the Board of Directors (BOD) also has the right to refuse shareholders' proposals if such proposals do not comply with the provisions of law;</p> <p>-The Board of Directors (BOD) shall notify shareholders of decisions to refuse shareholders' proposals, together with the reasons for such refusal. The BOD may also send written notices of refusal stating the reasons for refusal;....</p>	<p>3.3.Approval of the agenda and contents of the General Meeting of Shareholders (GMS)</p> <p>....</p> <p>+Identity Card/Citizen Identification Card/Passport number or other legal certification for individual shareholders; enterprise code or establishment decision number for institutional shareholders;</p> <p>.....</p> <p>-The convener of the General Meeting of Shareholders (GMS) has the right to refuse shareholders' proposals in the cases specified in Clause 5, Article 18 of the Charter. In addition, the convener of the GMS also has the right to refuse shareholders' proposals if such proposals do not comply with the provisions of law;</p> <p>-The convener of the General Meeting of Shareholders (GMS) shall notify shareholders of decisions to refuse shareholders' proposals, together with the reasons for such refusal. The convener of the GMS may also send written notices of refusal stating the reasons for refusal;....</p>	<p>- Amended and supplemented to comply with the provisions of lawt;</p> <p>'- Amended to comply with Clause 3, Article 142 of the Law on Enterprises and Clause 5, Article 18 of the Company's Charter.</p>
4	5		The order, procedures, and conditions for convening and holding the Annual General Meeting of Shareholders (GMS) are stipulated in Articles 19 and 20 of the Charter. In addition, the specific steps for organizing the GMS are further provided as follows:	The order, procedures, and conditions for convening and holding the Annual General Meeting of Shareholders (GMS) are stipulated in Articles 19 and 20 of the <i>Company's Charter or Appendix I of these Regulations (in case the GMS is organized in the form of an online meeting or electronic voting)</i> . In addition, the specific steps for organizing the GMS are further provided as follows (except where the GMS is organized in the form of an online meeting or electronic voting, in which case the provisions of Appendix I of these Regulations shall apply):	Amend to comply with the provisions of Clause 3, Article 273 of Decree No. 155/2020/ND-CP.
		1	<p>1.Registration for attendance at the General Meeting of Shareholders</p> <p>.....</p> <p>-In cases where the Notice is accompanied by a Voting Form, a Shareholder shall be deemed to have attended the meeting if the Shareholder has sent the Voting Form by registered mail to the Board of Directors no later than one (01) day prior to the opening of the meeting.;</p> <p>.....</p>	<p>1.Registration for attendance at the General Meeting of Shareholders</p> <p>....</p> <p>-In cases where the Notice is accompanied by a Voting Form, a Shareholder shall be deemed to have attended the meeting if the Shareholder has sent the Voting Form by mail, fax, or email to the Board of Directors no later than one (01) day prior to the opening of the meeting;</p> <p>.....</p>	Amended and supplemented in accordance with Clause 3, Article 144 of the Law on Enterprises.

No.	Article	Clause	Current Internal Regulations on Corporate Governance	Amended and Supplemented Internal Regulations on Corporate Governance	Reasons for Amendment and Supplementation
5	6		<p>Within 90 days from the date of receipt of the minutes of the General Meeting of Shareholders (GMS) or the minutes of vote counting results of collecting shareholders' written opinions, shareholders or groups of shareholders as stipulated in Clause 3, Article 12 of the Charter shall have the right to request the Court or an Arbitration to review and annul the resolutions of the GMS in the following cases:</p> <p>-The order and procedures for convening the meeting or collecting shareholders' written opinions and adopting the resolutions of the GMS are not carried out in accordance with the provisions of the Law on Enterprises and the Charter, except where such resolutions are approved by 100% of the total voting shares. In such case, the resolutions shall be lawful and effective even if the order and procedures for their adoption are not properly followed as prescribed</p>	<p>Within 90 days from the date of receipt of the minutes of the General Meeting of Shareholders (GMS) or the minutes of vote counting results of collecting shareholders' written opinions, shareholders or groups of shareholders as stipulated in Clause 3, Article 12 of the Charter shall have the right to request the Court or an Arbitration to review and annul the resolutions or part of of the GMS in the following cases:</p> <p>-The order and procedures for convening the meeting or collecting shareholders' written opinions and adopting the resolutions of the GMS seriously violate the provisions of the Law on Enterprises and the Company's Charter, except where such resolutions are approved by 100% of the total voting shares. In such case, the resolutions shall be lawful and effective even if the order and procedures for their adoption violate the provisions of law and the Company's Charter.</p>	Amended/supplemented to comply with the Law on Enterprises and Articles 24 and 25 of the Company's Charte
6	9	1	<p>Report on the activities of the Board of Directors at the Annual General Meeting of Shareholders.</p> <p>.....</p> <p>- Report on transactions between the Company, its subsidiaries, and subsidiaries in which the Company holds more than 50% of the charter capital, with members of the Board of Directors and their related persons; transactions between the Company and companies in which members of the Board of Directors were founding members or Company managers within the three (03) years preceding the time of the transaction;</p> <p>.....</p>	<p>Report on the activities of the Board of Directors at the Annual General Meeting of Shareholders.</p> <p>.....</p> <p>- Report on transactions between the Company and members of the Board of Directors and their related persons; transactions between the Company and companies in which members of the Board of Directors were founding members or enterprise managers within the three (03) years preceding the time of the transaction;</p> <p>.....</p>	Amended to comply with Clause 3, Article 280 of Decree No. 155/2020/ND-CP and to ensure consistency with the contents of the Regulations on operation of the Board of Directors.
7	10	2	<p>Right to be provided with information of Board of Directors (BOD) members:</p> <p>Members of the Board of Directors have the right to request the Director, Deputy Director, and other managers of the Company to provide information and documents regarding the Company's financial condition and business operations. The requested managers are obliged to promptly, fully, and accurately provide such information and documents upon request of the BOD member.</p>	<p>Right of Board of Directors (BOD) members to access information:</p> <p>Members of the Board of Directors have the right to request the Director, Deputy Directors, Chief Accountant, other managers of the Company, and the Company's representatives in other enterprises to provide information and documents relating to the financial condition and business operations of the Company and its internal units.</p> <p>The requested persons are obliged to promptly, fully, and accurately provide such information and documents as requested by the BOD member.</p>	Amend and supplement to ensure completeness and consistency with the same content in the Board of Directors' Internal Regulations.

No.	Article	Clause	Current Internal Regulations on Corporate Governance	Amended and Supplemented Internal Regulations on Corporate Governance	Reasons for Amendment and Supplementation
8	31	3	<p>Head of the Board of Supervisors</p> <p>The Head of the Board of Supervisors must hold a university degree or higher in one of the following disciplines: economics, finance, accounting, auditing, law, business administration, or other majors relevant to the Company's business operations. The Head of the Board of Supervisors shall have the following rights and responsibilities:</p> <p>...</p>	<p>Head of the Board of Supervisors</p> <p>The Head of the Board of Supervisors must hold a university degree or higher in one of the following fields: economics, finance, accounting, auditing, law, business administration, or other fields relevant to the Company's business operations, and must work on a full-time basis for the Company. The Head of the Board of Supervisors shall have the following rights and responsibilities:</p> <p>.....</p>	Amended and supplemented in accordance with Clause 1, Article 40 of the Company's Charter.
9	40	1	<p>-The Board of Directors shall appoint one (01) member of the Board of Directors as the Director; the remuneration, salary, and other benefits of the Director must be reported at the Annual General Meeting of Shareholders, presented as a separate item in the annual financial statements, and disclosed in the Company's annual report."</p> <p>- The term of the Director shall not exceed five (05) years and may be reappointed. The appointment may be terminated in accordance with the provisions of the employment contract. The Director must not be a person prohibited by law from holding this position and must satisfy the standards and conditions prescribed by law, the Company's Charter, and this Regulation.</p>	<p>- The Board of Directors shall appoint one (01) member of the Board of Directors or one (01) other person as the Director; the remuneration, salary, and other benefits of the Director must be reported at the Annual General Meeting of Shareholders, presented as a separate item in the annual financial statements, and disclosed in the Company's annual report."</p> <p>- The term of the Director shall not exceed five (05) years and may be reappointed. The appointment may be terminated in accordance with the provisions of the contract. The Director must not be a person prohibited by law from holding this position and must satisfy the standards and conditions prescribed by law, the Company's Charter, and this Regulation.</p>	<p>- Amended to be consistent with Clause 1, Article 36 of the Company's Charter.</p> <p>'- Amended and supplemented in accordance with Point i, Clause 1, Article 153 of the Law on Enterprises.</p>
10	41		Article 41. Execution of Employment Contracts with the Director and Other Executive Officers	Article 41. Execution of Contracts with the Director and Other Executive Officers	Amended and supplemented in accordance with Point i, Clause 1, Article 153 of the Law on Enterprises.
		1	The authority to enter into and decide the terms of employment contracts (including salary and other benefits) is stipulated in Article 36 of the Charter. An authorized member of the Board of Directors shall sign the employment contract with the Director.	The authority to enter into and determine the terms of contracts (including salary and other benefits) is stipulated in Article 35 of the Company's Charter. The Chairman of the Board of Directors shall, on behalf of the Board of Directors, sign the contract with the Company's Director.	Modify as needed.
		2	The Director shall enter into employment contracts with the Deputy Directors, the Chief Accountant, and other executive officers.	Contracts with other executive officers shall be decided by the Board of Directors after consulting the Company's Director.	.Amended and supplemented in accordance with Article 35 of the Company's Charter.

No.	Article	Clause	Current Internal Regulations on Corporate Governance	Amended and Supplemented Internal Regulations on Corporate Governance	Reasons for Amendment and Supplementation
11	60	1	1. This Regulation consists of 9 Chapters and 60 Articles, and is drafted by the Board of Directors of the Company and submitted to the General Meeting of Shareholders (GMS) for approval based on the Company's Charter, which was approved by the GMS at the 2024 Annual General Meeting of Shareholders. It shall take effect from April 23, 2024 and replace the Internal Regulations on Corporate Governance of PetroVietnam LPG Joint Stock Company issued on April 27, 2021.	1. This Regulation consists of 9 Chapters and 60 Articles, and is drafted by the Board of Directors of the Company and submitted to the General Meeting of Shareholders (GMS) for approval based on the Company's Charter, which was approved by the GMS at the 2026 Annual General Meeting of Shareholders. It shall take effect from April 28, 2026 and replace the Internal Regulations on Corporate Governance of Petro Vietnam LPG Joint Stock Company issued on April 23, 2024 and the Regulations on Online General Meeting of Shareholders of Petro Vietnam LPG Joint Stock Company issued under Resolution No. 02/NQ-ĐHĐCĐ-LPG dated April 27, 2022.	Amended and supplemented to update the issuance date and to comply with Clause 3, Article 273 of Decree No. 155/2020/ND-CP (the organization of online General Meetings of Shareholders is stipulated in the Internal Regulations on Corporate Governance).
			<i>Not yet stipulated.</i>	Appendix I. Regulations on the organization of online General Meeting of Shareholders of Petro Vietnam LPG Joint Stock Company.	Supplemented to comply with Clause 3, Article 273 of Decree No. 155/2020/ND-CP.
	3. In accordance with the provisions on online General Meetings of Shareholders under Resolution No. 02/NQ-ĐHĐCĐ-LPG dated April 27, 2022.		The person authorized to convene the General Meeting of Shareholders (GMS) in accordance with the Charter shall have the right to decide to organize the GMS in the form of an online meeting where the meeting cannot be held at a single location due to epidemics, decisions of competent state authorities, or other force majeure events.	The person with authority to convene the General Meeting of Shareholders (GMS) in accordance with the Company's Charter shall have the right to decide to organize the GMS in the form of an online meeting when it is deemed that (i) organizing the GMS at a physical location is not feasible due to epidemic conditions, decisions of competent state authorities, or other force majeure events, or (ii) organizing the GMS in an online form is convenient or appropriate for the Company's operations.	Adding more cases where online General Shareholders' Meetings can be held will create flexibility and convenience for PV GAS LPG in the application process, instead of only allowing force majeure events.

No.	Article	Clause	Current Internal Regulations on Corporate Governance	Amended and Supplemented Internal Regulations on Corporate Governance	Reasons for Amendment and Supplementation
12	4. In accordance with the provisions on online General Meetings of Shareholders under Resolution No. 02/NQ-ĐHĐCĐ-LPG dated April 27, 2022.	3	Shareholders registering to attend the meeting in the form of an online meeting shall have their eligibility to attend the GMS verified and shall be deemed to have validly attended and voted at the Meeting if the Shareholder has successfully logged into the online system using the username and password provided by the Company.	Shareholders registering to attend the meeting in the form of an online meeting shall have their eligibility to attend the GMS verified and shall be deemed to have validly attended the Meeting if the Shareholder has successfully logged into the online system using the username and password provided by the Company. Shareholders shall be deemed to have validly attended and voted at the Meeting on any matters in the agenda if, after logging in, the Shareholder has completed electronic voting on such matters via the online system.	Adjusted to comply with the voting method under Clauses 2 and 3, Article 10 of the Regulation on Online General Meetings of Shareholders. Specifically, for a vote to be valid, shareholders are required not only to log into the online system but also to cast their electronic vote by (i) selecting “For” / “Against” / “No opinion” for each matter subject to voting; or (ii) entering the number of votes for each candidate of their choice (in the case of election of members of the Board of Directors and Supervisory Board) and submitting it to the General Meeting via the online system.
	8. In accordance with the provisions on online General Meetings of Shareholders under Resolution No. 02/NQ-ĐHĐCĐ-LPG dated April 27, 2022.	1	There are Shareholders who have accessed the system to register for attendance representing at least 50% of the total voting shares under the list of Shareholders entitled to attend the General Meeting provided by VSD . The Shareholder Eligibility Verification Committee shall announce the number of attending Shareholders, the total number of voting shares, and the attend	There are Shareholders who have accessed the system to register for attendance representing more than 50% of the total voting shares under the list of Shareholders entitled to attend the General Meeting provided by VSDC . The Shareholder Eligibility Verification Committee shall announce the number of attending Shareholders, the total number of voting shares, and the attendance ratio so that the Meeting may proceed in accordance with regulations. In the event that the required number of Shareholders to conduct the Meeting is not met, the General Meeting shall be reconvened within the timeframe and under the conditions prescribed in Clauses 2 and 3, Article 19 of the Company’s Charter.	Amended for alignment with Article 19 of the Company’s Charter. Updated the current abbreviated name of the Vietnam Securities Depository and Clearing Corporation. Added reference to the Company’s Charter regarding the handling approach to facilitate implementation in case of arising situations.

No.	Article	Clause	Current Internal Regulations on Corporate Governance	Amended and Supplemented Internal Regulations on Corporate Governance	Reasons for Amendment and Supplementation
	12. In accordance with the provisions on online General Meetings of Shareholders under Resolution No. 02/NQ-ĐHĐCĐ-LPG dated April 27, 2022.	1,2	<p>Chapter IX</p> <p>IMPLEMENTATION PROVISIONS</p> <p>Article 12. Implementation and Effectiveness</p> <p>1.Shareholders, representative organizations, and individuals and organizations participating in the organization and attendance of the Company's online General Meeting of Shareholders shall be responsible for complying with this Regulation.</p> <p>2.This Regulation is incorporated into the Company's Internal Regulations on Corporate Governance as an Appendix and shall take effect from the date of approval by the General Meeting of Shareholders at the Annual General Meeting of Shareholders in 2022. Any amendment or supplementation to this Regulation shall be considered by the Board of Directors and submitted to the General Meeting of Shareholders for approval./.</p>	Deleted	ssued together with the Internal Regulations on Corporate Governance..

DRAFT

**REGULATION
INTERNAL GOVERNANCE
OF PETRO VIETNAM LPG JOINT STOCK COMPANY**

Hanoi, April 2026

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Chapter I

GENERAL REGULATIONS

Article 1. Meaning and scope of regulation

1. The Internal Regulation on Corporate Governance ("Regulation") is formulated and promulgated in accordance with the requirements of the law on governance of listed joint-stock companies under the Law on Enterprises, the Law on Securities, relevant current legal provisions and the Company's Charter. At the same time, the Regulation considers and applies internationally accepted good practices on corporate governance in accordance with the conditions in Vietnam and the context of the Company.

2. In order to implement a clear policy on corporate governance and ensure the sustainable and transparent development of the Company, this Regulation stipulates the contents of (i) the roles, rights and obligations of the General Meeting of Shareholders, the Board of Directors, the Supervisory Board, Director; (ii) the order and procedures for the General Meeting of Shareholders; (iii) nomination, candidacy, election, dismissal and dismissal of members of the Board of Directors, Control Board and Directors; and (iv) other activities as prescribed in the Charter and other current provisions of law. At the same time, the Regulation is also the basis for evaluating the implementation of governance at the Company.

3. The Regulation applies to members of the Board of Directors, the Supervisory Board, the Director and related persons of these persons of Petro Vietnam LPG Joint Stock Company.

Article 2. Explanation of terms

1. The following abbreviations/terms shall be construed as follows:

- a) "Company": means Petro Vietnam LPG Joint Stock Company;
- b) "General Meeting of Shareholders": means the General Meeting of Shareholders;
- c) "Board of Directors": is the Board of Directors of the Company;
- d) "Supervisory Board": means the Supervisory Board of the Company;
- dd) "KSV": means the Company's Controller;

e) "Corporate Governance": means a system of rules to ensure that the Company is effectively operated and controlled for the benefit of shareholders and persons related to the Company.;

g) Law on Enterprises: is the Law on Enterprises No. 59/2020/QH14 passed by the National Assembly of the Socialist Republic of Vietnam on 17/06/2020 and takes effect on 01/01/2021;

h) Law on Securities: is the Law on Securities No. 54/2019/QH14 approved by the National Assembly of the Socialist Republic of Vietnam on 26/11/2019 and effective on 01/01/2021;

i) "Major shareholder": means a shareholder specified in Clause 18, Article 4 of the Law on Securities

k) "Board of Directors": means the Board of Directors of Petro Vietnam LPG Joint Stock Company, including the Director and Deputy Directors;

l) "Manager": means the manager of the Company, including the Chairman of the Board of Directors, members of the Board of Directors, Directors, Deputy Directors, Chief Accountant, Head of the Supervisory Board and Controllers of the Company;

m) "Executive of the Company": means the Director, Deputy Director, Chief Accountant and other Executives as decided by the Board of Directors;

n) "Non-executive member of the Board of Directors": means a member of the Board of Directors who is not a Director, Deputy Director, Chief Accountant and other executives as prescribed by the Charter;

o) "Independent member of the Board of Directors" or "independent member of the Board of Directors" or "independent member": means a member of the Board of Directors who meets the criteria and conditions specified in the Charter and relevant laws.

p) "Person in charge of corporate governance": means a person with the responsibilities and powers specified in Article 281 of Decree 155/2020/ND-CP dated 31/12/2020.

q) "Related persons": means individuals and organizations specified in Clause 23, Article 4 of the Law on Enterprises and Clause 46, Article 4 of the Law on Securities.

r) "Majority": is over 50%.

s) "Charter": means the Charter of Petro Vietnam LPG Joint Stock Company.

2. In this Regulation, references to one or more provisions or legal documents shall include amendments or documents replacing such documents.

Article 3. Corporate Governance Principles

The Company's governance principles include:

- Comply with current provisions of law;
- Ensure an effective governance structure;
- Ensuring the interests of shareholders;
- Fair treatment among shareholders;
- Ensure the role of parties with interests related to the Company;
- Transparency in the Company's operations;
- The Board of Directors orients and supervises, the Supervisory Board controls the Company effectively.

Chapter II

GENERAL MEETING OF SHAREHOLDERS

Article 4. Preparation for the General Meeting of Shareholders

1. The order and procedures for organizing and convening the Annual General Meeting of Shareholders are specified in Article 18 of the Charter. The Company will publish on the Company's website the order and procedures for convening and voting at the General Meeting of Shareholders in accordance with the provisions of the Law on Enterprises, relevant legal documents and the Company's Charter. The Board of Directors is responsible for convening the Annual General Meeting of Shareholders and selecting an appropriate meeting place in the territory of Vietnam.

2. The competence of the General Meeting of Shareholders is specified in Article 15 of the Charter.

3. Steps to prepare for the Annual General Meeting of Shareholders

Regulations on the convening of the General Meeting of Shareholders, the agenda of the meeting and the notice of invitation to the General Meeting of Shareholders are specified in Article 18 of the Charter, specifically the steps to prepare for the Annual General Meeting of Shareholders are as follows:

3.1. Making a list of shareholders entitled to attend the meeting, notifying the closing of the list of shareholders entitled to attend the General Meeting of Shareholders

Making a list of shareholders entitled to attend the meeting and notifying the finalization of the list of shareholders entitled to attend the General Meeting of Shareholders shall comply with the provisions of the Charter and the provisions of the securities law applicable to listed companies.

3.2. Notice of convening the General Meeting of Shareholders

The notice of the General Meeting of Shareholders shall be sent to all shareholders by means of guarantee to the contact address of the shareholders, and at the same time published on the website of the Company and the State Securities Commission, Hanoi Stock Exchange. 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 General Meeting of Shareholders (counting from the date on which the notice is duly sent or sent, paid for or placed in the mailbox). Agenda of the General Meeting of Shareholders, documents related to the issues to be voted on at the General Meeting of Shareholders shall be sent to shareholders or/and posted on the Company's website. In case the document is not enclosed with the notice of the General Meeting of Shareholders, the notice of invitation to the meeting must clearly state the link to all meeting documents for shareholders to access, including:

- Meeting agendas, documents used in the meeting;
- List and details of candidates in case of election of members of the Board of Directors, KSV;
- Voting slips;
- Form of appointment of representative under authorization to attend the meeting;
- Draft Resolutions for each issue on the meeting agenda.

3.3. Approval of the agenda and contents of the General Meeting of Shareholders

- Persons tasked with preparing the agenda and contents of the General Meeting of Shareholders: comply with Article 18 of the Company's Charter;

- Shareholders or groups of shareholders specified in Clause 4, Article 18 of the Charter have the right to propose the inclusion of issues in the agenda of the General Meeting of Shareholders;

- The proposal for issues to be included in the agenda of the General Meeting of Shareholders must be made in writing and must be sent to the Company at least 03 working days before the opening date of the General Meeting of Shareholders. A written proposal for issues to be included in the agenda of the General Meeting of Shareholders must include the following information:

+ Full name of the shareholder with the shareholder being an individual/name of the shareholder being an organization;

+ Permanent address for individual shareholders/Head office address for institutional shareholders;

+ Nationality;

+ Citizen Identity Card Number/Identity Card/Passport or other legal authentication for individual shareholders; Enterprise code or establishment decision number, for shareholders being organizations;

+ The number and type of shares held by shareholders;

+ Number and date of registration of shareholders at the Company;

+ Issues proposed to be included in the meeting agenda;

+ Reasons for making recommendations;

+ The signature of the shareholder, if the signatory of the petition is the representative of the shareholder, it must be enclosed with a valid power of attorney.

– The convener of the General Meeting of Shareholders has the right to reject shareholders' proposals in the cases specified in Clause 5, Article 18 of the Charter. In addition, the convener of the General Meeting of Shareholders also has the right to reject the shareholder's proposal if the proposal does not comply with the law;

– The convener of the General Meeting of Shareholders will notify shareholders of the decisions to reject the shareholders' petition and the reasons for rejecting this petition. The convener of the General Meeting of Shareholders may also send a written rejection of the petition with the reason for the refusal;

– The convener of the General Meeting of Shareholders must accept and include valid proposals (not rejected) in the tentative agenda and content of the meeting. The proposal shall be officially added to the agenda and content of the meeting if approved by the General Meeting of Shareholders.

3.4. Issues to be included in the agenda of the Annual General Meeting of Shareholders include:

– Through the dividend level of each type of shares;

– Approve the Company's annual financial statements;

– Approving the Report of the Board of Directors and the Report of the Supervisory Board;

– Other matters under the jurisdiction of the General Meeting of Shareholders.

3.5. Draft Resolution of the General Meeting of Shareholders

The Board of Directors must prepare a draft Resolution on each issue on the agenda of the General Meeting of Shareholders as prescribed in Clause 2, Article 18 of the Charter.

3.6. Authorizing the representative to attend the General Meeting of Shareholders

The authorization of the representative to attend the General Meeting of Shareholders shall comply with the provisions of Article 16 of the Company's Charter.

Article 5. Organizing the General Meeting of Shareholders

The order, procedures and conditions for conducting the Annual General Meeting of Shareholders are specified in Articles 19 and 20 of the Charter The Company or Appendix I to this Regulation (in case the General Meeting of Shareholders is held through online meeting, electronic voting). In addition, the specific steps for organizing the General Meeting of Shareholders are additionally stipulated as follows (except for the case of organizing the General Meeting of Shareholders through online meetings or electronic voting, the provisions in Appendix I of this Regulation shall apply):

1. Registration for the General Meeting of Shareholders

The registration to attend the General Meeting of Shareholders is specified in Clauses 1, 2, 3, Article 20 of the Charter, specifically as follows:

- The Company Secretary or a department/individual appointed by the Board of Directors is responsible for registering to attend the General Meeting of Shareholders;

- Registration to attend the General Meeting of Shareholders includes the registration of shareholders and authorized representatives of shareholders to attend before the opening of the General Meeting of Shareholders. Shareholders are registered to verify the minimum percentage of shareholders or authorized representatives of shareholders attending the meeting as prescribed so that the General Meeting of Shareholders starts validly;

- In case a shareholder appoints more than one authorized representative, the number of shares and the number of authorized votes of each representative must be specified;

- In case the Notice is accompanied by a voting slip, the shareholder is considered to have attended the meeting in case the voting slip has been sent by mail, fax or email to the Board of Directors at least 1 day before the opening of the meeting;

- The examination of shareholder status is specified in the Regulation on organization of the General Meeting of Shareholders of the Company. Documents that need to be brought to the meeting, presented and checked when registering to attend the General Meeting of Shareholders will be clearly stated in the notice of invitation to the General Meeting of Shareholders, including: legal documents for individual shareholders/groups of shareholders or copies of the Business Registration Certificate for institutional shareholders/groups of shareholders, invitation letter and power of attorney (in case of authorization). The registration is made at the location of the General Meeting of Shareholders.

2. Conditions for conducting, inspecting and announcing the minimum percentage of shareholders attending

Conditions for conducting the General Meeting of Shareholders shall comply with Article 19 of the Company's Charter.

The Company Secretary or a department/individual appointed by the Board of Directors is responsible for checking and notifying the number of delegates attending the meeting that meet the minimum attendance rate as prescribed. This ratio must be announced by the Chairman of the General Meeting of Shareholders immediately after the end of the registration of shareholders to attend the meeting and before the shareholders vote.

3. Opening of the General Meeting of Shareholders

- When the minimum number of members attending the meeting specified in the Charter is reached, the Chairman of the Board of Directors announces the opening of the General Meeting of Shareholders;

- The chairman of the General Meeting of Shareholders is specified in Clause 4, Article 20 of the Charter. In case the Chairman of the Board of Directors is absent or temporarily incapacitated, the remaining members of the Board of Directors shall elect one of them to chair the meeting on the principle of majority; in case of failure to elect a person to be the chairperson, the Head of the Executive Board shall allow the General Meeting of Shareholders to elect the chairperson of the meeting from among the participants and the person with the highest number of votes to chair the meeting;

- The chairman shall appoint one or several secretaries to act as the secretary of the meeting.

4. Election of the Vote Counting Committee

- The Chairman shall request the General Meeting of Shareholders to elect a Vote Counting Committee at each General Meeting of Shareholders as prescribed.

- Conditions for members of the Vote Counting Committee include:

- + One of the members of the Vote Counting Committee is a person who has knowledge of the provisions of the law, may be an employee of the Company's legal department;

- + Members of the Vote Counting Committee are not members of the Board of Directors or candidates for members of the Board of Directors;

- + Members of the Vote Counting Committee are not members of the Board of Directors and candidates of the Board of Directors;

- + Members of the Vote Counting Committee are not persons related to the above subjects;

- + Members of the Vote Counting Committee should be experienced in voting and election work.

- The vote counting committee is responsible for counting votes and making a written report on the vote counting results after the end of the General Meeting of Shareholders. This report will be made available to shareholders through the Company's website and a printed copy at the Company's head office. The report on the vote counting results must be signed by all members of the Vote Counting Committee. Members who refuse to sign this report will have to explain the reasons for the refusal and this reason will be included in the appendix to the report.

- In order to ensure that the vote counting procedure is public and clear, the Vote Counting Board must be supervised during the vote counting process. The chairman of the General Meeting of Shareholders nominates the person or department responsible for supervising the vote counting process.

- The person appointed to supervise the vote counting process has the right to:

- + Prevent all violations of election regulations.

- + Report to the Chairman of the General Meeting of Shareholders on any abnormal signs in the vote counting process (if any).

- The Head of the Vote Counting Committee has the right to decide on the specific number or supplement or replace personnel of the assisting department for the Vote Counting Committee in organizing voting at the General Meeting of Shareholders.

5. Meeting guests

Independent auditors may be invited to attend the General Meeting of Shareholders to express their opinions on audit matters and matters related to the adoption of the annual financial statements. In case the audit report of the Company's annual financial statements contains material exceptions, contrary audit opinions or rejections, the Company must invite the representative of the auditing organization approved to audit the Company's financial statements to attend the Annual General Meeting of Shareholders and the representative of the approved auditing organization mentioned above is responsible for attending the Company's Annual General Meeting of Shareholders.

In addition, the Board of Directors of the Company may invite potential investors, officials, employees, journalists, experts and other individuals and organizations that do not own shares of the Company to attend the General Meeting of Shareholders by deciding on the invitation of the Board of Directors when convening the General Meeting of Shareholders.

6. Announcement of the meeting agenda and rules

The Chairman of the General Meeting of Shareholders presented the content of the meeting agenda to the delegates. At the same time, the Chairman will explain the order and procedures for conducting the meeting according to the provisions of Article 20 of the Charter. The content of the meeting agenda must determine the details and time of discussion for each issue. The agenda and contents of the meeting must be approved by the General Meeting of Shareholders right at the opening session. Only the General Meeting of Shareholders has the right to change the meeting agenda sent together with the Notice of Invitation to the meeting.

For the order, procedures or events arising outside the program of the General Meeting of Shareholders, the decision of the Chairman is the highest judgment.

7. Discuss agenda issues

The discussion of issues on the agenda of the General Meeting of Shareholders must comply with the following principles:

- Provide an opportunity for shareholders to (i) ask questions to members of the Board of Directors, Independent Auditors, and receive clear answers (ii) be able to make decisions on the basis of complete and unbiased information on all issues raised in the meeting.

- Questions raised by shareholders need to be answered immediately. If a certain question is not answered immediately, the Company needs to give a written reply immediately after the General Meeting of Shareholders.

- Independent auditors, members of the Board of Directors, Auditors, Directors and Subcommittees of the Board of Directors (if any) together with members of the Company's Board of Directors need to be present at the General Meeting of Shareholders. In case of absence, the Chairman of the General Meeting of Shareholders needs to explain the reason for their absence.

- The Company's Managers, including the heads of sub-committees under the Board of Directors (if any) should speak at the General Meeting of Shareholders upon request.

– The Chairman of the General Meeting of Shareholders is only allowed to interrupt the presenter to ensure the order or comply with the procedural requirements of the meeting.

8. Form of approval of the resolution of the General Meeting of Shareholders, voting method

– When registering shareholders, the Company shall grant each shareholder or authorized representative the right to vote a voting card, on which the registration number, full name of the shareholder, the full name of the authorized representative and the number of votes of such shareholder shall be inscribed. When voting at the congress, the number of votes in favor of the resolution is collected first, the number of cards against the resolution is collected later, and finally the total number of votes for or against is counted to decide. The total number of votes in favor, disapproval, no opinion or invalidity according to each issue shall be notified by the Chairperson immediately after voting on such issue or immediately before the closing of the meeting.

– Shareholders or authorized representatives who arrive after the General Meeting of Shareholders have opened have the right to register immediately and then have the right to participate and vote at the General Meeting of Shareholders immediately after registration. The Chairman is not responsible for stopping the General Meeting of Shareholders so that shareholders are late to register and the validity of the previously voted contents is not affected.

9. Method of counting votes and recording voting results

– The Vote Counting Committee organizes the vote counting and makes a record of vote counting under the witness of the Supervisory Board or shareholders who are not the Company's Executives. The vote counting record must contain the following principal contents:

+ Name, address of the head office, enterprise code;

+ Purpose and issues to be consulted to pass the resolution;

+ 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;

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

+ Issues passed;

+ Full name and signature of the Chairman of the Board of Directors, the vote counter and the vote counting supervisor.

– Members of the Vote Counting Committee and the vote counting supervisor must be jointly responsible for the truthfulness and accuracy of the vote counting record; jointly responsible for damages arising from decisions passed due to dishonest and inaccurate vote counting.

10. Conditions for the passage of the resolution

According to the provisions of the Company's *Charter*.

11. Notification of vote counting results:

After counting the votes, the Vote Counting Committee will announce the results of the vote counting directly at the General Meeting of Shareholders. The notice of vote counting results must clearly state the number of votes in favor, the number of votes against and the number of votes with no opinion on each issue.

12. Closing of the General Meeting of Shareholders

The Chairman of the General Meeting of Shareholders announces the closing of the General Meeting of Shareholders after (i) all issues on the agenda have been discussed and voted on and (ii) The voting results have been announced.

13. Saving the vote

After the conclusion of the General Meeting of Shareholders, the Vote Counting Committee shall ensure that all voting cards and voting instructions are stamped and placed in the ballot box. All documents will be kept confidential by the Company Secretary in accordance with the Company's archival regulations.

14. Making minutes of the General Meeting of Shareholders, announcing the Resolution of the General Meeting of Shareholders

- The General Meeting of Shareholders must be recorded in minutes and can be recorded or recorded and kept in other electronic forms. The minutes must be made in Vietnamese, and can be additionally made in English. Minutes made in Vietnamese and English have the same legal effect. In case there is a difference in the contents of the Vietnamese and English minutes, the contents of the Vietnamese minutes shall prevail. The minutes contain the following principal contents:

- + Name, address of the head office, enterprise code;
 - + Time and place of the General Meeting of Shareholders;
 - + Agenda and contents of the meeting;
 - + Full name of the chairman and secretary;
 - + Summary of the meeting's developments and opinions expressed at the General Meeting of Shareholders on each issue in the meeting agenda;
 - + 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;
 - + The total number of votes for each voting issue, clearly stating the voting method, the total number of valid and invalid, approving, disapproving and no opinions; the proportion of the total number of votes of shareholders attending the meeting;
 - + The issues that were passed and the corresponding percentage of votes voted for approval;
 - + Full name and signature of the chairman and secretary.
- The resolution, the minutes of the General Meeting of Shareholders, the appendix to the list of shareholders registering to attend the meeting, the written authorization to attend the meeting, all documents attached to the minutes (if any) and relevant documents enclosed with the notice of invitation to the meeting must be disclosed in accordance with the law on information disclosure on the securities market and must be kept at the Company's head office.

Article 6. How to object to the Resolution of the General Meeting of Shareholders

Within 90 days from the date of receipt of the minutes of the General Meeting of Shareholders or the minutes of the results of vote counting to collect shareholders' opinions in writing, the shareholders or groups of shareholders specified in Clause 3, Article 12 of the Company's Charter may request the Court or Arbitrator to consider, annulment of the resolution or part of the resolution of the General Meeting of Shareholders in the following cases:

- The order and procedures for convening meetings or collecting shareholders' opinions in writing and issuing decisions of the General Meeting of Shareholders seriously violate the provisions of the Law on Enterprises and the Company's Charter, unless the Resolutions of the General Meeting of Shareholders are passed equal to 100% of the total number of voting shares. In this case, the Resolutions are legal and effective even if the order and procedures for adopting such Resolutions violate the provisions of law and the Company's Charter.

Article 7. Extraordinary General Meeting of Shareholders

The order, conditions and responsibilities for convening an extraordinary General Meeting of Shareholders are specified in Article 14 of the Charter. In addition, the specific regulations are as follows:

1. In case of holding an extraordinary General Meeting of Shareholders
 - Responsibilities for convening an extraordinary General Meeting of Shareholders, including the competence and time of convening are specified in Clauses 3 and 4, Article 14 of the Company's Charter;
 - In case the Board of Directors or the Supervisory Board fails to convene the General Meeting of Shareholders as prescribed, the Chairman of the Board of Directors and members of the Board of Directors or the Supervisory Board, depending on the case arising, shall be responsible before law and must compensate for damages incurred to the Company;
 - The Board of Directors has the right to refuse the request to convene an extraordinary General Meeting of Shareholders in the following cases:
 - + The request for an extraordinary General Meeting of Shareholders is not in accordance with the provisions of law;
 - + Shareholders or groups of shareholders who request not to own or represent the minimum percentage of votes as prescribed in Clause 5, Article 18 of the Charter;
 - + The issue of the proposal to be included in the meeting agenda is not under the jurisdiction of the Extraordinary General Meeting of Shareholders.
 - The content of the agenda of the Extraordinary General Meeting of Shareholders will have different contents related to the specific purpose of convening the Extraordinary General Meeting of Shareholders.

2. Order and procedures for collecting shareholders' opinions in writing to approve the Resolution of the General Meeting of Shareholders.

The order and procedures for collecting shareholders' opinions in writing to approve the Resolution of the General Meeting of Shareholders are specified in Article 22 of the Company's Charter, specifically as follows:

– The Board of Directors has the right to collect shareholders' opinions in writing to approve the decision of the General Meeting of Shareholders when deeming it necessary for the benefit of the Company, except for cases where shareholders' opinions are not allowed to be consulted in writing specified in Clause 1, Article 22 of the Company's Charter;

– The Board of Directors must prepare a poll, a draft Resolution of the General Meeting of Shareholders and documents explaining the draft Resolution. The Board of Directors must ensure to send and disclose documents to shareholders within a reasonable time for consideration and voting and must send them at least 15 days before the deadline for receiving opinion polls. Requirements and methods of sending opinion polls and enclosed documents shall comply with the provisions of Article 22 of the Company's Charter.

– The opinion poll must contain the following principal contents:

+ Name, address of the head office, enterprise code;

+ Purpose of collecting opinions;

+ 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;

+ Issues that need to be consulted for approval of decisions;

+ The voting plan includes approving, disapproving and not having opinions on each issue for consultation;

+ The deadline for sending to the Company the answered opinion poll form;

+ Full name, signature of the Chairman of the Board of Directors of the Company.

– The answered opinion poll must be signed by the shareholder being an individual, the authorized representative or the legal representative of the shareholder being an organization.

– The opinion poll may be sent to the Company in the following forms:

+ By mail: 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;

+ Fax or email: Opinion polls sent to the Company by fax or email must be kept confidential until the time of counting.

– The opinion poll received by the Company after the time limit specified in the opinion poll or opened in case of sending a letter or announced before the time of counting votes in case of sending a fax or email is invalid. Opinion poll papers that are not sent back are considered votes not to participate in voting.

– The Board of Directors organizes the vote counting and makes a record of vote counting under the witness of the Supervisory Board or shareholders who are not executives of the Company. The vote counting record must contain the following principal contents:

+ Name, address of the head office, enterprise code;

- + Purposes and issues to be consulted on to approve the Resolution;
- + The number of shareholders with the total number of votes that have participated in voting, distinguishing the number of valid votes, the number of invalid votes and the method of sending voting papers enclosed with an appendix to the list of shareholders participating in voting;
- + The total number of votes in favor, disapproval and no opinion on each issue;
- + The issues that were passed and the corresponding voting rate passed;
- + Full name and signature of the Chairman of the Board of Directors, the vote counter and the vote counting supervisor.
- Members of the Board of Directors, vote counters and vote counting supervisors must be jointly responsible for the truthfulness and accuracy of the vote counting minutes; jointly responsible for damages arising from decisions passed due to dishonest and inaccurate vote counting.
- The vote counting minutes and resolutions must be sent to shareholders within 15 days from the end of the vote counting. The submission of the vote counting minutes and resolutions may be replaced by posting on the Company's website within twenty-four (24) hours from the end of the vote counting.
- The opinion poll that has been answered, the vote counting record, the resolution that has been passed and the relevant documents enclosed with the opinion poll must be kept at the head office of the Company.
- Resolutions adopted in the form of collecting shareholders' opinions in writing must be approved by the number of shareholders representing more than 50% of the total voting shares and have the same validity as the resolutions passed at the General Meeting of Shareholders.

Article 8. Resolution of the General Meeting of Shareholders

1. The Resolution of the General Meeting of Shareholders is approved in accordance with the provisions of Article 21 of the Company's Charter.
2. The resolution of the General Meeting of Shareholders must be disclosed in accordance with the provisions of the securities law and the Charter.

Article 9. Report of the Board of Directors and Supervisory Board at the General Meeting of Shareholders

1. Report on the activities of the Board of Directors at the Annual General Meeting of Shareholders

The report on the activities of the Board of Directors submitted to the General Meeting of Shareholders must contain at least the following contents:

- Remuneration, operating expenses and other benefits of the Board of Directors and each member of the Board of Directors as prescribed in Clause 3, Article 163 of the Law on Enterprises and the Company's Charter;
- Summarizing meetings of the Board of Directors and decisions of the Board of Directors;
- Report on transactions between the Company and members of the Board of Directors and related persons of such members of the Board of Directors; transactions

between the Company and the Company in which a member of the Board of Directors is a founding member or a manager of the enterprise in the last 03 years before the time of transaction;

- Activities of independent members of the Board of Directors and results of independent members' evaluation of the activities of the Board of Directors;
- Activities of other subcommittees of the Board of Directors (if any);
- Assessment of the Company's operation in the fiscal year;
- Activities of other subcommittees of the Board of Directors (if any)
- Supervision results for directors and other executives;
- Expected future plans.

2. Report on the activities of the Supervisory Board at the Annual General Meeting of Shareholders

The report on the operation of the Supervisory Board submitted to the General Meeting of Shareholders must contain at least the following contents:

- Remuneration, operating expenses and other benefits of the Supervisory Board and each Controller as prescribed in Article 172 of the Law on Enterprises and the Company's Charter
- Summarizing the meetings of the Supervisory Board and the conclusions and recommendations of the Supervisory Board;
- Results of monitoring the Company's operation and financial situation;
- Evaluation report on transactions between companies, subsidiaries, companies controlled by the company with more than 50% or more of charter capital and members of the Board of Directors, directors, other executives of the enterprise and related persons of such subjects; transactions between companies and companies in which members of the Board of Directors, Directors, and other executives of the enterprise are founding members or managers of the enterprise in the last 03 years before the time of transaction;
- Supervision results for members of the Board of Directors, Directors and other executives of the Company;
- Report on appraisal results, report on production and business results, financial statements, report on evaluation of management of the Board of Directors.
- The report evaluates the coordination of activities between the Supervisory Board and the Board of Directors, Directors and shareholders.

Chapter III

BOARD OF DIRECTORS AND BOARD MEMBERS

Article 10. Roles, rights and obligations of the Board of Directors, responsibilities of members of the Board of Directors

1. The roles, rights and obligations of the Board of Directors and the responsibilities of members of the Board of Directors shall comply with the provisions of the Company's Charter and law.

2. Right to be provided with information of members of the Board of Directors:

Members of the Board of Directors have the right to request the Director, Deputy Directors, Chief Accountant, other managers in the Company and Representatives of the Company at other enterprises to provide information and documents on the financial situation and business activities of the Company and of units in the Company.

The requested person must provide timely, complete and accurate information and documents at the request of the members of the Board of Directors.

Article 11. Number, term of office and structure of members of the Board of Directors

1. The Board of Directors consists of 05 members, of which:

- At least one-third (1/3) of the total number of members of the Board of Directors are non-executive members;

- At least 01 member of the Board of Directors is an independent member.

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. The term of office of a member of the Board of Directors is counted from the effective date of the election. 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.

Article 12. Criteria for members of the Board of Directors

1. Having full civil act capacity, permanently residing in Vietnam, not being banned from establishing and managing enterprises specified in Clause 2, Article 17 of the Law on Enterprises.

2. Having education, capacity and experience in corporate governance.

3. Knowledgeable about the law.

4. He has a lot of experience, especially in the field of the Company's activities.

5. Having good health, quality, morality, honesty and integrity.

6. Criteria for independent members of the Board of Directors: In addition to the regulations on standards for members of the Board of Directors as prescribed above, independent members of the Board of Directors must also meet the conditions prescribed by the Law on Enterprises, the Law on Securities and the Company's Charter.

Article 13. Candidacy, nomination, method of introducing candidates for members of the Board of Directors

1. In case of identification of candidates in advance, information related to the candidates of the Board of Directors shall be included in the documents of the General Meeting of Shareholders and published 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 of Directors candidates to be announced includes the following minimum contents:

- a) Full name, date of birth;

- b) Educational level;

- c) Professional qualifications;

d) Work process;

dd) Other managerial titles (including the title of the Board of Directors of other companies);

e) An evaluation report on the candidate's contribution to the Company, in case the candidate is currently a member of the Company's Board of Directors;

g) Interests related to the Company (if any);

h) Full name of the shareholder or group of shareholders nominating the candidate (if any);

i) Other information (if any).

The company must ensure that shareholders have access to information about the companies in which the candidate is a member of the Board of Directors, other management positions and interests related to the company of the board candidate (if any).

2. Candidates for the Board of Directors must have a written commitment to the truthfulness, accuracy and reasonableness of personal information disclosed and must commit to perform their duties honestly if elected as a member of the Board of Directors.

3. Shareholders holding voting shares have the right to combine the number of voting rights of each person together to nominate candidates for the Board of Directors. In each election of members of the Board of Directors: Shareholders or groups of shareholders holding from 10% to less than 20% of the total voting shares may nominate one (01) candidate; from 20% to less than 30% shall be nominated for a maximum of two (02) candidates; from 30% to less than 50% may nominate a maximum of three (03) candidates; from 50% to less than 65% may nominate a maximum of four (04) candidates and from 65% or more may nominate a sufficient number of candidates per General Meeting of Shareholders.

4. In case the number of candidates approved by the Board of Directors for nomination and candidacy is still not enough to be necessary, the incumbent Board of Directors may nominate additional candidates. The introduction of 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 the provisions of law.

Article 14. Membership of the Board of Directors

1. Members of the Board of Directors are those who fully meet the conditions and standards as prescribed by law and the Charter, and are elected by the General Meeting of Shareholders as members of the Board of Directors as prescribed. Members of the Board of Directors may not be shareholders of the Company.

2. A member of the Board of Directors of the Company may only be a member of the Board of Directors of a maximum of five (05) other companies.

Article 15. How to elect members of the Board of Directors

1. 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 to one or several candidates.

2. The winner of the election of a member 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 reached.

3. In case there are two (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 of the Election Regulation or the Company's Charter.

Article 16. Dismissal, dismissal, election of additional members of the Board of Directors

1. A member of the Board of Directors shall be dismissed in the following cases:

a) Failing to meet the criteria and conditions for being a member of the Board of Directors as prescribed by the Law on Enterprises or being prohibited by law from being a member of the Board of Directors;

b) Submit a written resignation letter to the Company's head office.

c) Suffering from mental disorders and other members of the Board of Directors have professional evidence proving that they no longer have behavioral capacity.

2. A member of the Board of Directors shall be dismissed in the following cases:

a) Failing to attend activities of the Board of Directors for six (06) consecutive months, except for force majeure cases.

b) According to the decision of the General Meeting of Shareholders.

c) Providing false personal information when sending it to the Company as a candidate for the Board of Directors.

d) Other cases as prescribed by law.

3. The Board of Directors must convene 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 ($1/3$) compared to the provisions of the Charter. In this case, the Board of Directors must convene 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) In other cases, at the nearest meeting, 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.

Article 17. Announcement on the election, dismissal and dismissal of members of the Board of Directors

Notification of the election, dismissal and dismissal of members of the Board of Directors in accordance with the provisions on information disclosure of the Securities Law and the Company's Charter.

Article 18. Election, dismissal and dismissal of the Chairman of the Board of Directors

The election, dismissal and dismissal of the Chairman of the Board of Directors shall comply with the provisions of the Company's Charter and relevant laws.

Article 19. Board of Directors Meeting

1. The Board of Directors must hold meetings with a minimum number of meetings monthly/quarterly/annually as prescribed in the Company's Charter and law.
2. Cases in which an extraordinary meeting of the Board of Directors must be convened shall comply with the provisions of the Company's Charter and law

Article 20. Notice of the Board of Directors meeting

1. The notice of the BOD meeting must be sent to the members of the BOD and the Supervisory Board at least five (05) working days before the meeting date. The notice of the Board of Directors meeting must be made in Vietnamese and must fully notify the agenda, time and place of the meeting, together with necessary documents on the issues discussed, voting at the Board of Directors meeting and voting papers for members of the Board of Directors who are unable to attend the meeting.
2. The notice of invitation to the meeting shall be sent by post, fax, email or other means but must ensure that it reaches the address of each member of the Board of Directors and the Controller registered at the Company.

Article 21. Conditions for organizing a meeting of the Board of Directors

Meetings of the Board of Directors shall be conducted when at least three-quarters (3/4) of the total number of members attend the meeting. In case the number of members attending the meeting is insufficient as prescribed, the meeting must be convened for the second time within seven (07) days from the date of the first meeting. In this case, the meeting shall be held if more than half (1/2) of the members of the Board of Directors attend the meeting.

Members of the Board of Directors may authorize others to attend the meeting and vote. The authorization of other persons to attend meetings of members of the Board of Directors shall comply with the provisions of the Company's Charter and law.

Article 22. How to vote

1. Each member of the Board of Directors or an authorized person who is directly present as an individual at the meeting of the Board of Directors shall have 01 vote.
2. Members of the Board of Directors may not vote on transactions that benefit such members or related persons of such members. Members of the Board of Directors are not included in the minimum number of delegates required to be present to be able to hold a meeting of the Board of Directors on decisions that such members do not have the right to vote on.
3. Shareholders have the right to attend meetings of the Board of Directors, have the right to discuss but are not allowed to vote.

Article 23. How to approve the resolution of the Board of Directors

1. The Board of Directors approves decisions and makes resolutions by following the approval of the majority of the members of the Board of Directors present. In case the number of votes for and against is equal, the vote of the Chairman of the Board of Directors is the decisive vote.
2. The resolution in the form of written opinion collection is adopted on the basis of the approval of the majority of members of the Board of Directors who have the right to vote. This resolution has the same effect and validity as the resolution passed by the members of the Board of Directors at the meeting convened and held according to custom.

Article 24. Minutes of the Board of Directors meeting

Board meetings must be recorded and may be recorded, recorded and kept in other electronic forms. The minutes of the Board of Directors meeting must be recorded fully and truthfully. The Company Secretary or a member of the Board of Directors or another person requested by the Board of Directors to act as a secretary to record the minutes of the meeting.

In case the chairperson or the person taking the minutes refuses to sign the minutes of the meeting but if all other members of the Board of Directors attend and agree to approve the minutes of the meeting and have all the contents as prescribed at Points a, b, c, d, dd, e, g and h, Clause 13, Article 31 of the Company's Charter, this record shall take effect. The minutes of the meeting clearly state that the chairperson and the person taking the minutes of the minutes refuse to sign the minutes of the meeting.

Article 25. Announcement of the resolution of the Board of Directors

Resolutions and Decisions of the Board of Directors must be notified to the Supervisory Board, Directors, Deputy Directors and relevant units for implementation.

Article 26. Remuneration and other benefits of members of the Board of Directors

Remuneration and other benefits of members of the Board of Directors shall comply with the provisions of Article 29 of the Company's Charter and relevant laws.

Article 27. Subcommittees of the Board of Directors

1. The Board of Directors may establish sub-committees to be in charge of development policies, human resources, salary and bonuses, and internal audit. The functions and tasks, the number of members of the subcommittee and the head of the subcommittee are decided by the Board of Directors. The activities of the subcommittee must comply with the regulations of the Board of Directors. The resolution of the subcommittee is only effective when the majority of members attend and vote to approve it at the meeting of the subcommittee.

2. The implementation of decisions of the Board of Directors or of subcommittees under the Board of Directors or of persons who have the status of members of the subcommittees of the Board of Directors must be in accordance with the provisions of current law and the Company's Charter.

Article 28. Person in charge of corporate governance

1. The Board of Directors must appoint at least one (01) person to perform the duties of the Person in charge of corporate governance to support the Company's governance activities effectively. The term of office of the person in charge of corporate governance shall be decided by the Board of Directors, up to five (05) years. The person in charge of corporate governance may concurrently act as the company secretary as prescribed in Clause 5, Article 156 of the Law on Enterprises.

2. The person in charge of corporate governance must be a person with knowledge of the law, must not simultaneously work for an independent auditing firm that is auditing the company's financial statements.

3. The person in charge of corporate governance has the following rights and obligations:

- a) Advising the Board of Directors on the organization of the General Meeting of Shareholders as prescribed and related affairs between the Company and shareholders;
- b) Prepare meetings of the Board of Directors, Supervisory Board and General Meeting of Shareholders at the request of the Board of Directors or Supervisory Board;
- c) Advising on procedures of meetings;
- d) Attending meetings;
- dd) Advising on procedures for making resolutions of the Board of Directors in accordance with law;
- e) Provide financial information, copies of the minutes of the Board of Directors meeting and other information to members of the Board of Directors and the Board of Directors;
- g) Supervise and report to the Board of Directors on the Company's information disclosure activities;
- h) Acting as the focal point of contact with relevant interested parties;
- i) Confidentiality of information in accordance with the provisions of law and the Charter;
- k) Other rights and obligations as prescribed by law and the Charter.

4. The Board of Directors may dismiss the person in charge of the Company's administration when necessary but must not be contrary to the current provisions of the Labor Law. The notice of appointment and dismissal of the person in charge of corporate governance shall comply with the provisions of the Charter and the law on securities.

Article 29. Company Secretary

When deeming it necessary, the Board of Directors appoints the Company Secretary to assist the Board of Directors and the Chairman of the Board of Directors in performing their obligations under their competence in accordance with the provisions of law and the Company's Charter. The Company Secretary has the following rights and obligations:

- 1. Supporting the organization of convening the General Meeting of Shareholders and the Board of Directors; recording meeting minutes;
- 2. Assist members of the Board of Directors in exercising their assigned rights and obligations;
- 3. Assisting the Board of Directors in applying and implementing the principles of corporate governance;
- 4. Assisting the Company in building shareholder relations and protecting the legitimate rights and interests of shareholders;
- 5. Assist the Company in properly complying with information obligations, information disclosure and administrative procedures;
- 6. Other rights and obligations as prescribed in the Company's Charter.
- 7. The Company Secretary is responsible for keeping information confidential in accordance with the provisions of law and the Company's Charter.

Chapter IV

CONTROLLERS AND CONTROL BOARDS

Article 30. Roles, rights and obligations of the Supervisory Board, responsibilities of the Supervisory Board

The roles, rights and obligations of the Supervisory Board and the responsibilities of the Supervisory Board shall comply with the provisions of the Company's Charter, the Regulation of the Supervisory Board of the Company and relevant laws.

Article 31. Term of office, composition and requirements for KSV

1. Number of Members:

The number of supervisors is specified in Clause 1, Article 39 of the Charter, specifically the Supervisory Board consists of three (03) members. The members elect one (01) of them as the Head of the Supervisory Board on the principle of majority.

The term of office of the Lecturer shall not exceed five (05) years and may be re-elected with an unlimited number of terms.

The Supervisory Board must have more than half of the members permanently residing in Vietnam.

2. Standards and requirements of KSV:

The Supervisory Board must meet the standards and conditions specified in Article 169 of the Law on Enterprises, Article 39 of the Company's Charter and the Regulation on Operation of the Supervisory Board.

3. Head of the Supervisory Board:

The Head of the Supervisory Board must have a university diploma or higher in one of the majors of economics, finance, accounting, auditing, law, business administration or majors related to the Company's business activities and work full-time at the **Company**. The Head of the Supervisory Board has the following rights and responsibilities:

- Convening a meeting of the Supervisory Board;
- Request the Board of Directors, Directors and other executives of the Company to provide relevant information to report to the Supervisory Board;
- Prepare and sign the report of the Supervisory Board after consulting the Board of Directors to submit to the General Meeting of Shareholders.

Article 32. KSV status

Comptrollers must meet the criteria and conditions specified in Article 169 of the Law on Enterprises.

Article 33. Candidacy and nomination of people for the position of Archbishop

The candidacy and nomination of the Chairman shall be carried out in the same manner as prescribed in Clauses 1 and 2, Article 13 of this Regulation.

Shareholders or groups of shareholders holding ordinary shares with voting rights have the right to combine the votes of each person together to nominate candidates of the Supervisory Board. In each election of members of the Supervisory Board: shareholders or groups of shareholders holding from 10% to less than 30% of the total voting shares may nominate one (01) candidate; from 30% to less than 50% may nominate a maximum of two (02) candidates; 50% or more are nominated for a sufficient number of candidates.

Article 34. How to elect KSV

1. The voting for the election of the Supervisory Board 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 Supervisory Board and the shareholders have the right to accumulate all or part of their total votes for one or several candidates.

2. The winner of the KSV election shall be 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 Charter is sufficient.

3. In case there are two (02) or more candidates with the same number of votes for the last member of the Supervisory Board, a re-election shall be conducted among the candidates with the same number of votes or selected according to the criteria of the election regulation or the Charter.

Article 35. Cases of dismissal and dismissal of the Chairman

1. An advisor shall be dismissed from office in the following cases:

a) Failing to meet the criteria and conditions for working as an Auditor as prescribed in the Law on Enterprises;

b) Having a letter of resignation and being approved;

c) Other cases as prescribed by law.

2. An institution shall be dismissed in the following cases:

a) Failing to complete the assigned tasks or jobs;

b) Failing to exercise his/her rights and obligations for 06 consecutive months, except for force majeure cases;

c) Seriously violating or repeatedly violating the obligations of the Law on Enterprises and the Company's Charter;

d) As decided by the General Meeting of Shareholders;

dd) Other cases as prescribed by law.

Article 36. Notice of election, dismissal and dismissal of KSV

Notice of the election, dismissal and dismissal of the Director in accordance with the provisions of Article 174 of the Law on Enterprises and the Company's Charter.

Article 37. Salary and other benefits of KSV

Comply with the provisions of Article 43 of the Company's Charter and law.

Chapter V

OTHER DIRECTORS AND EXECUTIVES

Article 38. Organization of the management apparatus

1. The Company's management system must ensure that the management apparatus is responsible to the Board of Directors and under the leadership of the Board of Directors. The company has a Director, Deputy Directors, a Chief Accountant and other titles appointed by the Board of Directors. The Chairman of the Board of Directors may not concurrently hold the position of Director of the Company. The Director may also be a member of the Board of Directors. The appointment, dismissal and dismissal of the above-

mentioned positions must be carried out by a Resolution of the Board of Directors duly approved.

2. The Director is responsible for running all daily activities of the Company and is the legal representative of the Company. Directors shall be responsible to the Board of Directors, the General Meeting of Shareholders and the law for the performance of their rights and obligations specified in the Company's Charter and this Regulation.

3. Deputy Directors and Chief Accountants shall assist the Director according to the tasks assigned or authorized by the Director.

Article 39. Standards of Company Executives

1. Directors must meet the following criteria and conditions:

- Having full civil act capacity and not being banned from managing the enterprise as prescribed by law;
- Having professional qualifications and practical experience for at least five (05) years in corporate governance and/or in the main business lines of the Company;
- Having a university degree or higher in economic-technical disciplines related to the main activities of the Company;
- Have business capacity, enterprise management organization and understanding of the law.

2. Deputy Directors must meet the following criteria and conditions:

- Having full civil act capacity and not being banned from managing the enterprise as prescribed by law;
- Having professional qualifications and practical experience for at least five (05) years in corporate governance and/or in the main business lines of the Company;
- Have a university degree or higher.

3. The chief accountant must meet the following criteria and conditions:

- Having professional qualifications in accounting;
- University degree or higher;
- Having a chief accountant training certificate;
- Having at least 05 years of actual working time in accounting;
- Not subject to those who are not allowed to work as accountants specified in Article 52 of the 2015 Accounting Law.

Article 40. Appointment of Directors and Executives of the Company

1. Appointment of Directors

- The Board of Directors shall appoint one (01) member of the Board of Directors or one (01) other person as the Director; the remuneration, salary, and other benefits of the Director must be reported at the Annual General Meeting of Shareholders, presented as a separate item in the annual financial statements, and disclosed in the Company's annual report.”.

- The term of office of the Director shall not exceed five (05) years and may be re-appointed. The appointment may expire based on the provisions of the contract. The

Director is not a person who is prohibited by law from holding this position and must meet the standards and conditions prescribed by law, the Company's Charter and this Regulation.

2. Appointment of Other Moderators

– At the request of the Director and the approval of the Board of Directors, the Company may recruit other executives with the number and standards in accordance with the Company's management structure and regulations prescribed by the Board of Directors. The Company's executives must have a diligent responsibility to support the Company in achieving the goals set out in its operations and organization.

– Remuneration, salaries, benefits and other terms of the employment contract for other executives are decided by the Board of Directors after consultation with the Director.

Article 41. Contracting with Directors and other executives

1. The competence to sign and decide on the terms of contracts (including salaries and other benefits) is specified in Article 35 of the Company's Charter. The Chairman of the Board of Directors signs a contract with the Director of the Company on behalf of the Board of Directors.

2. Contracts with other executives will be decided by the Board of Directors after consultation with the Director of the Company.

3. The conclusion and termination of contracts with enterprise executives must comply with the provisions of the labor law.

Article 42. Cases of dismissal or dismissal of the Company's Executive

The Company's executives are dismissed or dismissed in accordance with the provisions of law and the Company's internal documents.

Article 43. Notice of appointment, dismissal, dismissal, signing of contracts, termination of contracts for the Company's Executives

After a decision on the appointment, dismissal, dismissal or dismissal of the Executive of the Company and/or when there is an event of signing or terminating the contract of the Executive of the Company, the Company is responsible for disclosing information within the Company and to the relevant agencies, on the mass media, on the Company's website in accordance with the order and regulations of the Securities Law.

Chapter VI

COORDINATION BETWEEN THE BOARD OF DIRECTORS, THE SUPERVISORY BOARD AND THE DIRECTORS

Article 44. Principles of coordination and work

1. Members of the Board of Directors, CEOs, Directors and other executives must take responsibility for themselves in the process of performing their assigned tasks and must seriously coordinate activities to protect the legitimate interests of shareholders and develop the Company.

2. All members have the right to reserve a consensus or disagreement on a content and to be accountable for it when requested.

3. The principle of general control and internal control is not to obstruct production and business activities and not directly interfere in the administration of units, control to participate in consulting, supervising and advising in rectifying the management of units and companies.

4. The procedures and order of convening, notifying the invitation to meetings, recording minutes, and notifying the results of meetings between the Board of Directors, the Supervisory Board and the Director shall comply with the corresponding provisions on meetings of the Board of Directors and the Supervisory Board in the Company's Charter and law.

5. Resolutions and Decisions of the Board of Directors shall be notified and provided to the Supervisory Board and the Director in the same manner as for members of the Board of Directors.

6. Cases in which the Director and the Supervisory Board request to convene a meeting of the Board of Directors and matters requiring consultation of the Board of Directors shall comply with the provisions of the Company's Charter, this Regulation and law.

7. The coordination of control, administration and supervision activities among members of the Board of Directors, Supervisors and Directors according to the specific tasks of the above-mentioned members shall be agreed upon between the Board of Directors, BSK and the Director from time to time.

Article 45. Working relationship between the Board of Directors and the Supervisory Board

The working relationship between the Board of Directors and the Supervisory Board is the relationship between the Company's governance activities and compliance control activities to ensure that all management and administration activities of the Company show reasonableness, transparency, honesty, compliance with the Company's policies, etc resolution of the General Meeting of Shareholders and in accordance with the provisions of current law.

Governance involves setting out policies, operating mechanisms, establishing strategic visions and strategies for the Company's development in each period and long-term strategies of the Company.

The control of the Supervisory Board is to supervise the implementation of policies, operating mechanisms and development strategies of the Company, and supervise the executive activities of the Board of Directors.

1. Coordination relationship:

– The Board of Directors and the Supervisory Board establish, apply and maintain a direct coordination mechanism in governance activities through Board of Directors meetings, in the process of executive administration to ensure that the Supervisory Board always has enough necessary information to perform the function of inspection, supervision, and control compliance and immediately notify the Board of Directors when detecting inappropriate content for timely consideration and adjustment by the Board of Directors.

– The Supervisory Board advises the Board of Directors in promulgating guidelines and policies to operate the Company, recommending the Board of Directors to perform key tasks in the financial year to ensure effective management of resources.

2. Control-supervision relationship:

– On behalf of the General Meeting of Shareholders, the Supervisory Board supervises the Board of Directors in the management and administration of the Company. The Supervisory Board inspects and supervises the reasonableness, legality, honesty and

prudence in the management and administration of business activities; the implementation of internal management regulations that have been issued to protect the interests of the Company and shareholders;

- The Supervisory Board has the authority to inspect the compliance of the Board of Directors in accordance with the law, according to the resolutions and decisions of the General Meeting of Shareholders; verifying the management efficiency of the Board of Directors;

- The Supervisory Board has the right to participate in all regular and irregular meetings of the Board of Directors to check the legality and validity of the order of conducting meetings, the order of decision-making of the Board of Directors to ensure the interests of shareholders;

- The Supervisory Board has the right to request the Board of Directors and members of the Board of Directors to provide timely and complete information related to the activities of the Board of Directors;

- When detecting that a member of the Board of Directors violates the obligations prescribed by law and the Company's Charter, the Supervisory Board must immediately notify in writing to the Board of Directors, request the violator to stop the violation and remedy the consequences;

- The Supervisory Board is responsible for promptly notifying the Board of Directors of the results of its control activities and working with the Board of Directors before submitting reports, conclusions and recommendations to the General Meeting of Shareholders.

Article 46. Working relationship between the Board of Directors and the Director

The working relationship between the Board of Directors and the Director is the relationship between the administration and operation of daily production and business activities, specifically including:

1. According to the provisions of law and the Charter, the Board of Directors performs the administrative function with the task of formulating strategies and policies, the Director performs the function of administering and implementing the strategies approved by the Board of Directors.

2. The Board of Directors together with the Director shall agree on short-term, medium-term and long-term goals on the basis of satisfying the interests of the Company and submit them to the General Meeting of Shareholders for approval and methods, methods of implementation and solutions to achieve the set goals.

3. The Director shall assign the person responsible for researching and developing the Company's production plan to submit to the General Meeting of Shareholders. When organizing the implementation of resolutions and decisions of the Board of Directors, if detecting problems that are not in accordance with current laws, the Director shall report to the Board of Directors for the Board of Directors to adjust such resolutions and decisions.

4. The Director has the right to take the initiative in deciding on matters falling under the competence of the Board of Directors as prescribed in the Company's Charter; decide on measures beyond their competence in case of emergency, but must take responsibility for such decisions, and at the same time must immediately report to the Board of Directors.

5. Monthly, quarterly, 06 months, 09 months and annually, the Director shall send a report on the Company's production and business activities to the Board of Directors, proposing issues that need to be solved by the Board of Directors within the scope of its competence and planned objectives and tasks in the coming time.

6. When occurring or realizing that there is a risk of major abnormal fluctuations, the Director should promptly report irregularly in writing or by the fastest means of information to the Board of Directors so that the Board of Directors can take measures to handle it in a timely manner.

7. The Director may participate in regular and extraordinary meetings of the Board of Directors to report on the progress of implementing the resolutions of the Board of Directors, and at the same time propose and comment on the formulation of guidelines and policies of the Board of Directors in accordance with the actual situation of the Company.

8. The Board of Directors shall establish an internal inspection, examination and control mechanism to control the implementation of the Board of Directors' guidelines and policies, review the implementation of resolutions and other issues of authorization of the Board of Directors to the Director.

Article 47. Working relationship between the Supervisory Board and the Director

The working relationship between the Supervisory Board and the Board of Directors is the relationship between compliance control activities and production and business management activities, specifically:

1. Coordination relationship:

The coordination relationship is carried out on the basis of two-way information between the Supervisory Board and the Board of Directors. The Board of Directors actively provides information on operating activities, the Supervisory Board actively considers and gives advice to the Board of Directors in operating activities.

2. Control and supervision relations:

- The Supervisory Board has the right to request the Board of Directors or other managers to provide information related to the Company's production and business activities for inspection and supervision activities;

- The Supervisory Board has the right to review the compliance and legality of the decision-making of the Board of Directors and to evaluate the coordination between members of the Board of Directors and between the Board of Directors and managers;

- The Supervisory Board has the right to participate in meetings of the Board of Directors and managers or request the Board of Directors to convene an extraordinary meeting to inform of issues arising in the process of inspection and supervision that the Supervisory Board finds has violated the provisions of law. regulations of the Company or damage/risk of causing damage to the interests of the Company and shareholders;

- The Director is responsible for providing information and creating all favorable conditions for the Supervisory Board to perform its functions and tasks;

- When detecting inconsistencies in the management activities of the Board of Directors, the Supervisory Board shall notify the Director in writing to request the adjustment of such inconsistencies.

Article 48. Honest responsibility, avoiding conflicts of interests of members of the Board of Directors, Directors, etc

1. Members of the Board of Directors, CEOs, Directors and other managers must disclose relevant interests in accordance with the provisions of the Company's Charter, Article 164 of the Law on Enterprises and relevant legal documents.

2. Members of the Board of Directors, Supervisory Board, Directors, other managers and persons related to these members are not allowed to use business opportunities that may benefit the Company for personal purposes; at the same time, they must not use the information obtained through their positions for personal self-interest or to serve the interests of other organizations or individuals.

3. Members of the Board of Directors, CEOs, Directors and other managers are obliged to notify in writing to the Board of Directors and Supervisory Board of transactions between the Company, its subsidiaries and other companies in which the Company controls more than 50% or more of the charter capital with such entity or with related persons of such entity in accordance with law. For the above-mentioned transactions approved by the General Meeting of Shareholders or the Board of Directors, the Company must disclose information about these resolutions in accordance with the provisions of the securities law on information disclosure.

4. Members of the Board of Directors are not allowed to vote on transactions that benefit such member or related persons of such member in accordance with the provisions of the Law on Enterprises and the Company's Charter.

5. The Company does not grant loans or guarantees to members of the Board of Directors, Supervisory Board, Directors, other managers and persons related to the above-mentioned members or legal entities with which these persons have financial interests, unless the above-mentioned loans or guarantees have been approved by the General Meeting of Shareholders.

6. Transactions between the Company and one or more members of the Board of Directors, CEOs, Directors, other executives and individuals and organizations related to these subjects shall not be invalidated in the following cases:

a) For transactions with a value of less than 35% of the total value of assets recorded in the latest financial statements, important contents of the contract or transaction as well as the relationships and interests of members of the Board of Directors, Directors, and other executives have been reported to the Board of Directors and approved by the Board of Directors by a majority of votes of the members. members of the Board of Directors have no related interests;

b) For a transaction with a value equal to or greater than 35% or a transaction resulting in a transaction value arising within 12 months from the date of the first transaction with a value of 35% or more of the total value of assets recorded in the latest financial statement, the important contents of this transaction as well as the relationship and interests of other members of the Board of Directors, Directors, and Executives have been announced to shareholders and approved by the General Meeting of Shareholders by votes of shareholders who have no related interests.

7. Contracts and transactions signed with the following entities must be approved by the General Meeting of Shareholders or the Board of Directors:

– Shareholders and authorized representatives of shareholders are organizations that own more than 10% of the total ordinary shares of the Company and their related persons;

- Members of the Board of Directors, Directors and their related persons;
- Enterprises that members of the Board of Directors, CEOs, Directors and other managers of the Company must declare according to the provisions of Clause 2, Article 164 of the Law on Enterprises.

8. The Board of Directors approves the contracts and transactions specified in Clause 7 of this Article and have a value of less than 35% of the total value of the Company's assets stated in the latest financial statements. In this case, the representative of the Company signing the contract must notify the members of the Board of Directors and the Supervisory Board of the relevant subjects of such contract or transaction; and at the same time enclose the draft contract or the main contents of the transaction. The Board of Directors shall decide on the approval of the contract or transaction within 15 days from the date of receipt of the notice; Members with related interests do not have voting rights.

9. The General Meeting of Shareholders approves the following contracts and transactions:

- Contracts and transactions other than those specified in Clause 8 of this Article;
- Contracts, transactions of borrowing, lending or sale of assets with a value greater than 10% of the total value of assets of the enterprise stated in the latest financial statements between the Company and shareholders owning 51% or more of the total voting shares or related persons of such shareholders.

10. In case of approval of a contract or transaction as prescribed in Clause 9 of this Article, the legal representative of the company signing the contract must notify the Board of Directors and the Supervisor of the relevant subjects for such contract or transaction; at the same time, enclose the draft contract or notice of the main contents of the transaction. The Board of Directors submits a draft contract or explains the main contents of the transaction at the General Meeting of Shareholders or collects shareholders' opinions in writing. In this case, shareholders with related interests do not have voting rights; contracts or transactions approved under the provisions of Clause 1, Article 21 and Clause 8, Article 22 of the Company's Charter.

11. Members of the Board of Directors, Supervisory Board, Board of Directors, other managers and persons related to this entity are not allowed to use or disclose to others to carry out related transactions.

Chapter VII

PERFORMANCE EVALUATION, REWARD AND DISCIPLINE

Article 49. Performance Evaluation

1. Annually, based on the assigned functions and tasks, the Board of Directors shall assess the level of fulfillment of assigned tasks of each member of the Board of Directors, Directors, Deputy Directors, Chief Accountants and officials under its management.

2. Annually, based on the assigned functions and tasks, the Supervisory Board shall assess the level of completion of the assigned tasks of each KSV.

3. The annual assessment of cadres shall comply with the Company's regulations.

Article 50. Rewards

Annually, the Board of Directors submits to the General Meeting of Shareholders for approval the production and business plan targets for the financial year together with bonus funds for the Board of Directors, Supervisory Board, Board of Directors, Chief Accountant

and other executives under the management of the Board of Directors. Based on the level of completion of the business plan and the reward policy approved by the General Meeting of Shareholders, the Board of Directors will decide on the specific bonus level for members of the Board of Directors, Supervisory Board, Board of Directors, Chief Accountant and other executives.

Article 51. Discipline

1. Members of the Board of Directors, Directors, Directors and Chief Accountants who violate their obligations and responsibilities honestly and prudently, fail to fulfill their obligations with diligence and professional capacity shall be responsible for the damages caused by their violations;

2. Disciplinary forms and material responsibilities for members of the Board of Directors, Auditors, Directors and Chief Accountants shall comply with the provisions of the Charter and law.

Chapter VIII

INFORMATION DISCLOSURE – TRANSPARENCY AND CONFIDENTIALITY

Article 52. Principles of information disclosure

1. Definitions: *"Disclosure is defined as a way to ensure that information is accessible to all interested parties through a transparent process to ensure that information is easily searched and collected, regardless of the purpose for which information is accessed".*

2. Principles of information disclosure:

- Regularly and promptly;
- Easily and widely accessible;
- Accurate and complete;
- Be consistent, relevant, and documented.

3. The Company is obliged to fully and accurately and promptly disclose periodic and irregular information on the Company's production and business activities, finance and governance to shareholders and the public in accordance with the information disclosure regulations of the Hanoi Stock Exchange.

4. The disclosure of information shall be carried out in such a manner as to ensure fair and concurrent access to shareholders and the investing public. The language in the information disclosure is clear, easy to understand and avoids misleading shareholders and the investing public, ensuring transparent information.

5. The Director of the Company or the person authorized to disclose information shall disclose information. The Director shall be responsible for the completeness, timeliness, truthfulness and accuracy of the information disclosed.

Article 53. Confidential Information

1. In order to avoid adverse impacts on the legitimate rights and interests of the Company and shareholders in information disclosure, the Company is allowed to keep confidential information for confidential information within the scope of business secrets in accordance with the provisions of the Competition Law.

2. The scope of business secrets and other confidential information is specified in the Regulation on information disclosure and information security policies.

Article 54. Insider information and insider transactions

1. Inside information means information related to the Company that has not been disclosed which, if disclosed, may greatly affect the Company's securities price.

2. Internal information is kept confidential by competent persons in accordance with the provisions of the Information Privacy Policy.

3. Subjects who can access internal information include:

- Members of the Board of Directors, Supervisory Board, Directors within the scope of jobs related to assigned responsibilities and tasks;
- Major shareholder of the Company;
- Financial statement auditors, securities companies, securities investment fund management companies and securities practitioners of the Company;
- Organizations and individuals having business cooperation and service provision relations with the Company and individuals working in such organizations;
- Organizations and individuals that directly or indirectly obtain inside information from the subjects specified at the above-mentioned points.

4. Persons who have access to inside information are not permitted:

- Buying and selling securities related to the inside information to which they have access;
- Disclosure of inside information to other individuals unless such disclosure is made in the course of the performance of tasks entrusted to it by the Company;
- Advising or inducing others to buy and sell securities related to the inside information to which they are accessed.

5. Illegal insider trading (insider trading) means transactions that take place when persons with access to inside information use such information to gain profits or to avoid losses on the stock market.

6. The Director is responsible for implementing the Information Security Policy and concretizing the Company's regulations and procedures on avoiding conflicts of interest in order to regulate acts related to the use of internal information and internal transactions.

Article 55. Organizing information disclosure, information management and transparency

1. Organization of information disclosure

- The Board of Directors is responsible for establishing, approving and maintaining the Regulation on information disclosure in accordance with the provisions of the Securities Law, guiding documents and other relevant legal provisions.
- To ensure accuracy and timeliness, the Company will organize a full-time/part-time department in charge of information disclosure. The standards and conditions of these personnel/departments are mentioned in the Regulation on information disclosure. The Company's information disclosure officer strictly complies with the assigned rights and obligations.

- The information disclosure is carried out on the media of the State Securities Commission and the Hanoi Stock Exchange, publications and websites of the Company.

2. Management of confidential and internal information

- The Director is the person most responsible for developing/proposing information classification criteria and internal information and confidential information management systems in accordance with current provisions of law. In principle, internal information needs to be managed centrally from top to bottom. Each department, depending on the characteristics of the job, assesses the sensitivity of information arising in that department in order to have appropriate handling, security and management.

- In the process of developing business activities, the list of information needs to be regularly supplemented and updated to closely manage and monitor, limiting the negative effects of disclosing internal information to the outside.

3. Transparency

The Company is committed to ensuring transparency in information disclosure in accordance with the Regulation on Information Disclosure.

4. Liability for compensation

Individuals who violate the Information Disclosure Regulations, including but not limited to violations of (i) information disclosure, (ii) use and/or disclosure of information, (iii) preparation of incomplete and inaccurate disclosed information, etc., shall be liable for compensation and/or liability depending on the severity of the violation.

5. Regular communication mechanism with major shareholders

The company will inform major shareholders whenever the Board of Directors deems it necessary, but in principle not less than 2 times a year.

Article 56. Contents of information disclosure

1. Disclosure of information on the Company's governance

- The Company must disclose information about the Company's governance during the Annual General Meetings of Shareholders, in the Company's Annual Report, which must include at least the following information:

- + Members and structure of the Board of Directors, Supervisory Board;

- + Activities of the Board of Directors and Supervisory Board;

- + Activities of independent members of the Board of Directors;

- + Plans to enhance the efficiency of the Company's governance activities;

- + Remuneration and expenses for members of the Board of Directors, Directors;

- + Information about the Company's stock transactions of members of the Board of Directors, Shareholders, Board of Directors, Chief Accountant, major shareholders and persons related to the above-mentioned subjects;

- + The number of members of the Board of Directors, Directors, and Directors who have participated in training on corporate governance;

- + Points that have not been implemented in accordance with the provisions of the Regulation, causes and solutions.

- The Company is obliged to make periodic reports and disclose periodic information on the Company's governance in accordance with the provisions of law, the State Securities Commission and the Hanoi Stock Exchange.

- Members of the Board of Directors, Directors, Directors, and the Executive Board are responsible for reporting and disclosing information on:

- + Transactions between the Company and companies in which the above-mentioned members are founding members or members of the Board of Directors or Directors in the previous 3 years;

- + Transactions between the Company and the company in which the related persons of the above-mentioned members are members of the Board of Directors, Directors or major shareholders;

- + Transactions may bring material and non-material benefits to the above-mentioned members.

2. Contents of information disclosure include:

- Periodic information: audited financial statements and annual reports;
- Unusual information;
- Information at the request of the State Securities Commission;
- Information related to transactions of major shareholders;
- Information related to treasury stock trading;
- Information related to stock transactions of founding shareholders during the period of transfer restriction;
- Information related to transactions and public offerings;
- Information related to the public offering of securities and the progress of using capital obtained from the offering;
- Other information as prescribed by law.

3. Voluntary disclosure of information

The information that the Company may voluntarily disclose (not within the scope of legal requirements) on the website includes:

- The Company's objectives;
- Ownership structure of major and important shareholders and voting rights;
- Information about members of the Board of Directors and the Board of Directors
- Foreseeable material risk factors;
- Employees and related stakeholders;
- Structure and Corporate Governance Policies.

4. Scope of information with major shareholders

The scope of information with major shareholders includes:

- Internal information;
- Comments of major shareholders on corporate governance.

Article 57. Disclosure of information about major shareholders

1. The company must organize the periodic disclosure of information about each major shareholder, including the following principal contents:

- Name, year of birth (individual shareholder);
- Contact address;
- Occupation (individual shareholder), business line (institutional shareholder);
- The number and percentage of shares owned in the Company;
- The situation of fluctuations in ownership of major shareholders;
- Information that can lead to major changes in the Company's shareholders;
- The situation of increasing and decreasing stocks and pledging and mortgaging of the Company's shares of major shareholders.

2. The company is obliged to report quarterly and annually and disclose information on the situation of changes in shareholders according to the regulations of the State Securities Commission to the State Securities Commission and the Hanoi Stock Exchange.

3. In order to ensure the interests of shareholders, shareholders must regularly and promptly provide information of shareholders to the Company. In case the shareholder fails to provide information that leads to the interests of the affected shareholders and if such impact does not stem from the fault of the Company, the Company will not be liable for compensation.

Article 58. Information Security

1. The Director is responsible for developing and organizing the implementation of regulations and procedures on information security (as part of the information security policy).

2. The scope of the regulation shall include the Company's internal information, confidential information and other sensitive information that needs to be kept confidential.

3. The main contents must at least include: information risk management, departments in charge, asset management, storage, communication, access control, management of confidentiality commitments to third parties.

Chapter IX

IMPLEMENTATION PROVISIONS

Article 59. Organization of implementation

1. The Board of Directors, the Supervisory Board and the Board of Directors shall be responsible for applying these regulations to the General Meeting of Shareholders, meetings of the Board of Directors, Supervisory Board and the Board of Directors in accordance with the order specified in this Regulation. The reporting system of relevant units must have the main contents as prescribed in the Regulation.

2. The Director shall coordinate with relevant units in establishing the system of operation regulations of the Board of Directors, decentralizing and decentralizing powers among members of the Board of Directors in accordance with the provisions of this Regulation;

Article 60. Enforcement effect

1. This Regulation consists of 9 Chapters and 60 Articles, drafted by the Board of Directors of the Company and submitted to the General Meeting of Shareholders for approval based on the contents of the Company's Charter, approved by the General Meeting of Shareholders at the Annual General Meeting of Shareholders in 2026, effective from April 28, 2026 and replaces the Internal Regulation on Corporate Governance of Viet LPG Trading Joint Stock Company promulgated on April 23, 2024 and the Regulations on organizing the online General Meeting of Shareholders of Petro Vietnam LPG Joint Stock Company issued under the Resolution of the General Meeting of Shareholders No. 02/NQ-DHDCĐ-LPG dated April 27, 2022.

2. The amendment to the Internal Regulations on corporate governance shall be considered by the Board of Directors of the Company and submitted to the General Meeting of Shareholders for approval./.

**ON BEHALF OF THE BOD
CHAIRMAN**

Appendix I
REGULATIONS ON ORGANIZING THE ONLINE GENERAL MEETING
OF SHAREHOLDERS OF PETRO VIETNAM LPG JOINT STOCK COMPANY

Chapter I
GENERAL PROVISIONS

Article 1. Scope of application

1. This regulation regulates the application of modern information technology to organize the General Meeting of Shareholders (annual and extraordinary) through online meetings and electronic voting of Petro Vietnam LPG Joint Stock Company (PV GAS LPG).

2. This Regulation applies to Shareholders, the Board of Directors, the Supervisory Board, Directors and other relevant organizations and individuals.

Article 2. Explanation of terminology

In this Regulation, the following terms and abbreviations shall be construed as follows:

1. *Electronic voting* : means the voting of shareholders or their authorized representatives before or during the General Meeting of Shareholders in the form of voting on the online system.

2. *Shareholder*: is the person who owns at least one share of PV GAS LPG, is named in the list of shareholders entitled to attend the closing General Meeting of Shareholders on the last registration date provided by the Vietnam Securities Depository (VSD) or is a person duly authorized in writing by shareholders and has been granted an access account by PV GAS LPG to register for participation attending the Congress online, voting electronically.

3. *Registration to attend the Online General Meeting*: means the use of the Login Information by Shareholders to access the system and register to attend the Online General Meeting in accordance with this Regulation and the instructions of PV GAS LPG

4. *General Meeting of Shareholders or General Meeting*: means the General Meeting of Shareholders.

5. *Venues for holding meetings of the General Meeting of Shareholders in the form of online meetings*: including the main venue and other places. In particular, the main location is where the Presidium attends and chairs the meeting, other locations are where shareholders log in to the online system with the Access Account provided by PV GAS LPG to attend the online General Meeting.

6. *Charter*: means the Charter of Petro Vietnam LPG Joint Stock Company

7. *Board of Directors*: is the Board of Directors of PV GAS LPG.

8. *Online system*: means the application/software system/website used by PV GAS LPG to serve the organization of the online General Meeting of Shareholders and/or electronic voting.

9. *Online meeting*: means a meeting of the General Meeting of Shareholders held through the application of modern information technology solutions to transmit the

sound and/or image of the General Meeting, allowing shareholders in different locations to attend, monitor, discuss and vote on the issues of the meeting.

10. Closing time of the online system: means the time when the online system is closed for access and voting according to the notice of the Presidium.

11. Opening time of the Online System: means the starting time for Shareholders to access, read documents, register to attend the Online General Meeting and be able to vote on the contents to be voted on at the General Meeting according to the notice in the Invitation Letter.

12. Login information: including Username/ID and password in the Meeting Invitation Letter. The username and password are provided by PV GAS LPG uniquely for each Shareholder or the person authorized by the Shareholder in the Invitation Letter or in other forms decided by PV GAS LPG.

13. The company or PV GAS LPG is: Petro Vietnam LPG Joint Stock Company

In this Regulation, the terms and terms used but not defined shall have the meaning in accordance with the relevant provisions of law and the Company.

Article 3. Conditions for organizing the Congress in the form of online meetings

The person competent to convene the General Meeting of Shareholders in accordance with the provisions of the Charter has the right to decide on the organization of the General Meeting of Shareholders in the form of an online meeting when considering that (i) the holding of the General Meeting of Shareholders at a location cannot be carried out due to epidemic reasons, decisions of competent State management agencies or other force majeure causes or (ii) the organization of the online General Meeting of Shareholders is convenient or suitable for the Company's operations.

Chapter II RIGHTS AND OBLIGATIONS OF SHAREHOLDERS AND THE PARTIES ATTENDING THE MEETING ONLINE

Article 4. Rights and obligations of shareholders attending the General Meeting

1. Shareholders entitled to attend the General Meeting are the Shareholders named in the list of Shareholders on the closing date of the right to attend the General Meeting as prescribed.

2. Each Shareholder will be provided with an access account and password by PV GAS LPG to log in to the Online System. The Shareholder's access account can be encrypted to ensure the authentication of the Participant's status.

3. Shareholders who register to attend the meeting in the form of an online meeting will be authenticated to attend the General Meeting of Shareholders, which is considered to be valid attendance at the General Meeting if the Shareholders have completed the login with the Username and password provided by the Company to the Online System. Shareholders are considered to attend and vote validly at the General Meeting on any issues on the agenda of the General Meeting, if after logging in, the shareholders have completed the electronic voting on that issue on the online system.

4. Rights and obligations of shareholders when participating in the General Meeting:

a) Shareholders or authorized representatives are entitled to attend the General Meeting, vote on all matters of the General Meeting in accordance with the provisions of the Law on Enterprises, relevant legal documents and the Charter.

b) Shareholders or authorized representatives of shareholders have the right to register to attend the General Meeting after the General Meeting has commenced and participate in voting on subsequent issues of the General Meeting. The Congress is not responsible for stopping and re-voting the approved issues and the voted contents are retained in effect.

c) In case the Shareholder authorizes another person to attend the Meeting, after receiving a valid authorization document as prescribed, PV GAS LPG will provide the username and access password to the authorized party to attend the Meeting. Shareholders are fully responsible for the authorization information sent to PV GAS LPG. Persons authorized to attend the General Meeting must comply with this Regulation, comply with the management of the Presidium and respect the results of work at the General Meeting.

d) During the General Meeting, the Shareholders must comply with the guidance of the Presidium of the General Meeting, behave civilly, politely and keep order.

e) The costumes of shareholders and delegates ensure politeness and solemnity.

f) Prepare and use appropriate online meeting equipment with an internet connection to ensure that you can monitor the progress of the Congress and exercise your right to vote and vote. In case the online meeting equipment and internet connection of the Shareholders cannot be connected to the online system of PV GAS LPG, the Presidium is not responsible for stopping and voting again on the approved issues and the voted contents are retained in effect.

g) Confidentiality of information related to the access account such as: name, other identifiers (if any) of the access account and login password to ensure that only Shareholders have the right to attend the meeting on the Online System. Shareholders are responsible for ensuring that their authorized representatives will comply with the provisions of this Clause in the same manner as shareholders.

h) Responsible for all risks and disputes related to attending meetings made with the Shareholders' access account on the Online System. The implementation of attending the meeting and voting on the Online System with the username with the correct password and/or other identifiers will be considered as the will of the Shareholders.

i) Must regularly update information on phone numbers, contact addresses, and email addresses accurately, fully and truthfully at securities depository places to ensure receipt of notification of access accounts and take full responsibility for this registered information.

Article 5. Rights and obligations of the Presidium and the Secretariat

1. Pursuant to the provisions of law and the Charter, the Chairman of the General Meeting will be in charge of the Chairman of the Board of Directors or another individual. In case the Chairman of the Board of Directors is absent or unable to perform his/her duties, the election of the Chairman shall be carried out in accordance with the provisions of law and the Charter.

2. The Chairman is the person who has the right to decide on the order, procedures and events arising outside the program of the Congress.

3. The Presiding Officer shall appoint personnel to join the Presidium to administer the Congress, appoint the Secretariat to make records and perform other tasks as assigned by the Presidium.

4. Without consulting the General Assembly, the Chairman shall at any time have the right to expel persons who commit acts of disruptive or disorderly conduct in the General Assembly and/or to delay the General Assembly if it finds that the delay is necessary for the work of the General Assembly to be carried out lawfully and effectively.

Article 6. Rights and obligations of the Shareholder Eligibility Examination Committee

1. The Shareholder Eligibility Examination Committee consists of 01 Head and a number of members appointed by the Board of Directors. The Shareholder Eligibility Examination Committee has the function of checking the status of Shareholders or authorized representatives to attend the General Meeting: Checking and confirming the status of Shareholders registering to attend the General Meeting online in accordance with the provisions of law, the Charter and this Regulation; Report to the General Meeting on the results of the examination of the eligibility of shareholders to attend the General Meeting.

2. Inspection method: The Shareholder Status Examination Board confirms the Shareholder status based on the login information from the Shareholders' Account as a basis for determining the number of Shareholders attending the Online General Meeting.

3. The Shareholder Eligibility Examination Board has the right to set up an assisting department to complete the Board's tasks.

Article 7. Rights and obligations of the Vote Counting Committee

1. The Vote Counting Committee consists of one (01) Head and other members nominated by the Chairman for the Congress to vote and approve. The Vote Counting Committee has the right to set up an assisting department to complete the tasks of the Board.

2. The Vote Counting Committee has the following tasks:

- a) Instruct shareholders on how to vote and vote at the General Meeting.
- b) Record the voting and election results of Shareholders and Shareholders' representatives on issues to be consulted and approved at the General Meeting.
- c) Summarize and report the results of vote counting before the Congress and make a record of vote counting to approve the contents submitted to the Congress.
- d) Perform other assigned tasks.

CHAPTER III ORDER OF CONDUCTING THE ONLINE CONGRESS

Article 8. Conditions for conducting the Congress

The General Meeting shall be conducted when the following conditions are met:

1. There are a number of Shareholders who have accessed the system to register to attend the meeting representing more than 50% of the total votes according to the list of Shareholders entitled to attend the General Meeting provided by VSDC. The Shareholder Eligibility Examination Committee shall notify the number of shareholders attending, the

total number of voting shares and the participation rate so that the General Meeting can proceed according to regulations.

In case the number of shareholders necessary to conduct the General Meeting is insufficient, the General Meeting may be reconvened within the time limit and conditions specified in Clause 2 and Clause 3, Article 19 of the Company's Charter.

2. The online system must meet the following conditions:

a) The transmission line of the online system at the main location must operate continuously and stably, ensuring the attendance of shareholders is not interrupted. In case the organization of the Congress is interrupted at the main venue, the Presidium must summarize the development of such interruption.

b) The main venue must ensure the conditions of sound, lighting, power sources, electronic means and other equipment according to the requirements and nature of the online meeting.

c) Ensure information security, keep the account confidential to access the online system. All information received and provided on the online system ensures the principle of information confidentiality and is in accordance with the provisions of the Law on Cyber Information Security.

d) The electronic data of the Congress program must be stored and extracted from the online system.

Article 9. Comments at the General Meeting

1. The discussion shall only be carried out within the prescribed time and within the scope of the issues presented in the content program of the Congress.

2. Based on the number of shareholders attending and the allowable time of the General Meeting, the Presidium may choose the method of running the meeting. Shareholders shall discuss under the guidance of the Chairman during the General Meeting in the form of online discussion and questioning or sending questions to the Presidium through the online system.

3. At the same time, only one shareholder is entitled to speak. Shareholders spoke briefly and focused on the right key contents to be discussed, in accordance with the approved program of the General Meeting. The content of the Shareholder's suggestions must not violate the law and must fall under the competence and content of the General Meeting. The Chairman has the right to ask Shareholders to focus on the key content to be said to save time and ensure the quality of the discussion.

Article 10. Voting and election forms:

1. Time of voting and voting:

Shareholders have the right to vote and vote from the beginning of the online system opening time to before the end of voting and elections as prescribed. Voting and election opinions recorded by the System before the end of voting are valid opinions and recorded in the vote counting results.

2. Voting method :

According to the management of the Presidium, Shareholders vote on each content (except for election content) by ticking 01 of 03 boxes: "Agree" or "Disapprove" or "No opinion" and send it to the General Meeting through the online system.

3. Election method :

The election of Members of the Board of Directors and Members of the Supervisory Board of the Company shall be conducted in the form of electronic voting by the method of cumulative voting in accordance with the provisions of law and the Charter.

According to the management of the Presidium, Shareholders record the number of votes for each candidate they choose and send them to the General Meeting through the online system.

4. Notification of voting and election results:

The results of voting and election according to each content will be reported to the Congress by the Vote Counting Committee immediately after completing the vote counting.

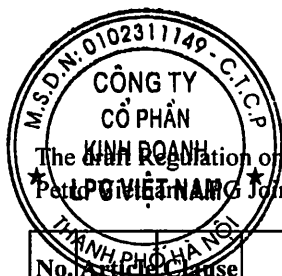
Article 11. Resolutions and Minutes of the Congress

1. The Resolution of the General Meeting of Shareholders shall be adopted in accordance with the provisions of the Charter.

2. The resolution of the General Meeting of Shareholders must be disclosed in accordance with the law on securities and the Charter.

3. The proceedings of the General Meeting shall be recorded in writing and/or in other lawful forms. The minutes are made in Vietnamese with full content as prescribed and posted on the Company's website. The minutes of the General Meeting must be completed and approved before the end of the meeting. The minutes and resolutions of the General Meeting, the Appendix to the list of shareholders attending the meeting and relevant documents must be kept at the Company.

4. The Presidium and the Secretariat are jointly responsible for the truthfulness and accuracy of the contents of the Minutes of the Congress./.



Appendix 05
AMENDED AND SUPPLEMENTED CONTENTS

REGULATION ON THE OPERATION OF THE BOARD OF DIRECTORS OF PETRO VIETNAM LPG JOINT STOCK COMPANY

(Attached to Submission No /TTr-HĐQT-LPG date /4/2026)

The Regulation on the Operation of the Board of Directors of Petro Vietnam LPG Joint Stock Company is updated and amended to be in accordance with the Law on Enterprises, the Charter of Petro Vietnam LPG Joint Stock Company, the Company's regulations, and the actual situation at the Company.

No.	Article	Clause	Current Regulation	Amended and supplemented Regulation	Reason for amendment and supplementation
1	1	2	Subjects of application: This Regulation applies to the B	Subjects of application: This Regulation applies to the Board of Directors, Directors, Deputy Directors of Departments, Units under the Company, Representatives of the Company at other enterprises.	Supplementing the subject of application to be adequate and in line with reality
2	2	1	"Board of Directors": means the Board of Directors of Petro Vietnam LPG Joint stock Company , including the Director and Deputy Directors.	Board of Directors" or Executive Board : is the Board of Directors of Petro Vietnam LPG Joint stock Company , including the Director and Deputy Directors.	To supplement the definition to suit the contents specified in the Regulation.
		11	"Related person": means an individual or organization specified in Clause 23, Article 4 of the Law on Enterprises.	"Related person": means an individual or organization as defined in Clause 23 Article 4 of the Law on Enterprises and Clause 46 Article 4 of the Law on Securities..	Supplemented to fully complete the definition..
		13	"Enterprise manager ": includes the Chairman of the BOD, members of the BOD, Director and other individuals holding managerial positions as prescribed in the Charter.	" Manager ": means managers of the Company , including the Chairman of the BOD, members of the BOD, Director, Deputy Director, Chief Accountant, Head of the Supervisory Board, and Controllers of the Company.	Supplemented for completeness and compliance.
3	4	1	Members of the BOD have full rights as prescribed by the Law on Securities, relevant laws and the Charter, including the right to be provided with information and documents on the financial situation and business operations of the Company and its affiliated units.	Members of the BOD have full rights as prescribed by laws, the Charter and other internal governance regulations of the Company , including the right to be provided with information and documents on the financial situation and business operations of the Company and its affiliated units.	Amended and supplemented for completeness and consistency within the Regulations.
		2	"Members of the BOD have obligations as prescribed in the Charter and the following obligations: d) Report to the BOD at the nearest meeting on transactions between the Company and the BOD member and such member's related persons; transactions between the Company and a company in which such BOD member is a founding member or an enterprise manager within the last three (03) years prior to the time of the transaction; "	"Members of the BOD have obligations as prescribed by laws, the Charter and other internal governance regulations of the Company , and the following obligations: d) Report to the BOD at the nearest meeting on transactions between the Company and the BOD member and such BOD member's related persons; transactions between the Company and a company in which such BOD member is a founding member or an enterprise manager within the last three (03) years prior to the time of the transaction; "	"Amended and supplemented for completeness and consistency within the Regulations. Amended and supplemented for clarity."
4	5	1	Members of the BOD have the right to request the Director, Deputy Director and other managers in the Company to provide information and documents on the financial situation and business operations of the Company and its affiliated units.	Members of the BOD have the right to request the Director, Deputy Directors, Chief Accountant , other managers in the Company and the Company's representatives at other enterprises to provide information and documents on the financial situation and business operations of the Company and its affiliated units.	Supplemented to ensure greater completeness.

No.	Article	Clause	Current Regulation	Amended and supplemented Regulation	Reason for amendment and supplementation
		2	The Director, Deputy Director and other managers are required to promptly, fully and accurately provide information and documents as requested by members of the BOD.	The requested person must promptly, fully and accurately provide information and documents as requested by members of the BOD.	Supplemented to ensure greater completeness.
5	7	1	c) Members of the BOD may concurrently be members of the BOD of other companies;;	c) Members of the BOD may concurrently be members of the BOD of no more than five (05) other companies;	Amended to comply with the provisions of law and the Company
6	8	3	e) Other rights and obligations as prescribed by the Law on Enterprises and the Charter.	e) Other rights and obligations as prescribed by the Law on Enterprises, the Charter and these Regulations.	Supplemented to fully cover the provisions.
7	10	4	"The dismissal and removal of members of the Board of Directors shall be decided by the General Meeting of Shareholders based on voting.";	The dismissal and removal of members of the Board of Directors shall be decided by the General Meeting of Shareholders in accordance with the law and the Charter	Revise for completeness and suitability.
8	16	2	The Board of Directors shall meet at least once every quarter and may convene extraordinary meetings.	The Board of Directors shall meet at least once every quarter and may convene extraordinary meetings, which may be held in person, online, or in a hybrid format combining in-person and online participation among members of the Board of Directors at the Company's head office or at another location.	This is to supplement and specify the forms of meetings in accordance with point c, clause 9, Article 16 of these Regulations.
9	17	1	i) Full name and signature of the chairperson and the minute-taker, except for the case specified in Clause 2 of this Article.	i) Full name and signatures of the chairperson, the minute-taker, and the members of the Board of Directors attending the meeting, except for the case specified in Clause 2 of this Article	Supplemented to reflect the company's actual practices.
10	29	1	The Regulation on the Operation of the Board of Directors of Petro Vietnam LPG Joint Stock Company consists of 8 Chapters and 29 Articles, takes effect from April 23, 2024, and replaces the Regulation on the Operation of the Board of Directors of Petro Vietnam LPG Joint Stock Company issued on April 27, 2021.	The Regulation on the Operation of the Board of Directors of Petro Vietnam LPG Joint Stock Company consists of 8 Chapters and 29 Articles, takes effect from April 28, 2026, and replaces the Regulation on the Operation of the Board of Directors of Petro Vietnam LPG Joint Stock Company issued on April 23, 2024	Updated in accordance with actual practice
		2	Not yet available	2. In case of any discrepancy between the provisions of this Regulation and the provisions of the law or the Charter, the provisions of the law and the Charter shall prevail	Supplemented as a basis for implementation

Hanoi, April 28, 2026

**OPERATION REGULATIONS OF THE BOARD OF DIRECTORS
PETRO VIETNAM LPG JOINT STOCK COMPANY**

DRAFT

Pursuant to the Law on Securities dated November 26, 2019;

Pursuant to the Law on Enterprises dated June 17, 2020;

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 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 Petro Vietnam LPG Joint Stock Company;

Pursuant to the Resolution of the General Meeting of Shareholders No.04/NQ-DHDCĐ-LPG dated April 28, 2026;

The Board of Directors promulgates the Regulation on Operation of the Board of Directors of Petro Vietnam LPG Joint Stock Company.

The operation regulation of the Board of Directors of Petro Vietnam LPG Joint Stock Company includes the following contents:

**Chapter I
GENERAL REGULATIONS**

Article 1. Scope of regulation and subjects of application

1. Scope of regulation: The Regulation on operation of the Board of Directors of Petro Vietnam LPG Joint Stock Company stipulates the organizational structure of personnel, operating principles, powers and obligations of the Board of Directors and members of the Board of Directors in order to operate in accordance with the provisions of the Law on Enterprises. Charter and other relevant provisions of law.

2. Subjects of application: This Regulation applies to the Board of Directors, Directors, Deputy Directors of Departments, Units under the Company, Representatives of the Company at other enterprises.

Article 2. Explanation of terminology

1. "Board of Directors" or "Executive Board": means the Board of Directors of Petro Vietnam LPG Joint Stock Company, including the Director and Deputy Directors.

2. "Majority": is over 50%.

3. "General Meeting of Shareholders" or "General Meeting of Shareholders": means the General Meeting of Shareholders of Petro Vietnam LPG Joint Stock Company.

4. "Charter": means the Charter of Petro Vietnam LPG Joint Stock Company.

5. "Units": means functional departments and affiliated branches of the Company.
6. "Board of Directors" or "Board of Directors": means the Board of Directors of Petro Vietnam LPG Joint Stock Company.
7. "Law on Enterprises": means the Law on Enterprises No. 59/2020/QH14 passed by the National Assembly on June 17, 2020.
8. "Law on Securities": means the Law on Securities No. 54/2019/QH14 approved by the National Assembly on November 26, 2019.
9. "Day" means a day calculated according to the solar calendar, including holidays (such as Saturdays, Sundays, public holidays and New Year's holidays).
10. "Working day" means a "day" excluding holidays.
11. "Related person" means an individual or organization specified in Clause 23, Article 4 of the Law on Enterprises and Clause 46, Article 4 of the Law on Securities.
12. "Representative of the Company at other enterprises": means the representative of the Company at the Company's associated company, including: Representative of the Company's capital interests, Managers and Controllers of enterprises with the Company's capital portions introduced by the Company to hold these titles.
13. "Manager" means a manager of the Company, including the Chairman of the Board of Directors, members of the Board of Directors, Directors, Deputy Directors, Chief Accountant, Head of the Control Board, and Controllers of the Company.
14. "Corporation": means PetroVietnam Gas Corporation – Joint Stock Company.
15. "Company": means Petro Vietnam LPG Joint Stock Company.
16. "Director": means the Director of Petro Vietnam LPG Joint Stock Company.
17. Unless otherwise defined, the terms applied in this Regulation shall be defined in accordance with the relevant laws and the Charter.

Article 3. Operating principles of the Board of Directors

1. The Board of Directors works according to the principle of collectivity. Members of the Board of Directors are personally responsible for the performance of assigned tasks, and at the same time are all jointly responsible to the General Meeting of Shareholders and the law for the Resolutions/Decisions of the Board of Directors for the development of the Company.
2. The Board of Directors and members of the Board of Directors shall exercise their rights and perform their obligations prescribed in law, the Charter and other internal management documents of the Company ; handle work within the scope of assigned competence and responsibilities; ensure compliance with the order, procedures and provisions of law, the State, the Charter and other internal management documents of the Company.
3. The Board of Directors assigns responsibilities to the Director of the Executive Organization to implement the Resolutions/Decisions of the Board of Directors.
4. The Company's seal is used to affix on documents issued by the Board of Directors.

Chapter II BOARD MEMBERS

Article 4. Rights and obligations of members of the Board of Directors

1. Members of the Board of Directors have full rights as prescribed by law, the Charter and other internal management documents of the Company, including the right to be provided with information and documents on the financial situation and business activities of the Company and its units.

2. Members of the Board of Directors have obligations in accordance with the provisions of law, the Charter and other internal management documents of the Company and the following obligations:

a) Perform their duties honestly and carefully for the best interests of shareholders and the Company;

b) Fully attend meetings of the Board of Directors and give opinions on issues discussed;

c) Promptly and fully report to the Board of Directors the remuneration received from subsidiaries, associate companies and other organizations;

d) Report to the Board of Directors at the latest meeting on transactions between the Company and members of the Board of Directors and related persons of such members of the Board of Directors; transactions between the Company and the Company in which a member of the Board of Directors is a founding member or a manager of the enterprise in the last three (03) years before the time of transaction;

đ) Disclose information when trading the Company's shares in accordance with the provisions of law.

3. An independent member of the Board of Directors of the Company must make an evaluation report on the operation of the Board of Directors.

Article 5. Right to provide information of members of the Board of Directors

Members of the Board of Directors have the right to request the Director, Deputy Directors, Chief Accountants, other managers in the Company and representatives of the Company at other enterprises to provide information and documents on the financial situation and business activities of the Company and units in the Company.

The requested person must provide timely, complete and accurate information and documents at the request of the members of the Board of Directors.

Article 6. Term of office and number of members of the Board of Directors

1. The number of members of the Board of Directors is five (05) members.

2. The term of office of a member of the Board of Directors shall not exceed five (05) years, and a member of the Board of Directors 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 for no more than two (02) consecutive terms. The term of office of members of the Board of Directors and independent members of the Board of Directors is counted from the effective date of the election.

3. 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.

Article 7. Criteria and conditions for members of the Board of Directors

1. Members of the Board of Directors must meet the following criteria and conditions:

a) Not being subject to the provisions of Clause 2, Article 17 of the Law on Enterprises;

b) Having professional qualifications and experience in business administration or in the fields, branches and business lines of the Company and not necessarily being a shareholder of the Company;

c) A member of the Board of Directors may only be a member of the Board of Directors at a maximum of 05 other companies;

d) Other criteria and conditions as prescribed in the Charter.

2. Criteria for independent members of the Board of Directors: In addition to the regulations on criteria for members of the Board of Directors as prescribed in Clause 1 of this Article, independent members of the Board of Directors must also meet the conditions specified in the Charter and the provisions of law.

3. An independent member of the Board of Directors must notify the Board of Directors of his/her failure to fully meet the criteria and conditions specified in Clause 2 of this Article and of course ceases to be an independent member of the BOD from the date of failure to fully meet the criteria and conditions. The Board of Directors must notify the case where the independent member of the Board of Directors no longer meets all the criteria and conditions at the latest General Meeting of Shareholders or convene the General Meeting of Shareholders to elect, supplement or replace the independent member of the Board of Directors within six (06) months from the date of receipt of the notice of the relevant independent member of the Board of Directors.

Article 8. Chairman of the Board of Directors

1. The Chairman of the Board of Directors shall be elected, dismissed or dismissed from office among the members of the Board of Directors.

2. The Chairman of the Board of Directors may not concurrently serve as a Director.

3. The Chairman of the Board of Directors has the following rights and obligations:

a) Formulate programs and plans for the operation of the Board of Directors;

b) Prepare programs, contents and documents for the meeting; convening, presiding over and presiding over meetings of the Board of Directors;

c) Organize the adoption of Resolutions and Decisions of the Board of Directors;

d) Supervise the process of organizing the implementation of Resolutions/Decisions of the Board of Directors;

đ) Chairman of the General Meeting of Shareholders;

e) Other rights and obligations as prescribed by the Law on Enterprises, the Charter and this Regulation.

4. In case the Chairman of the Board of Directors of the Company submits a letter of resignation or is dismissed, the Company must elect a replacement within ten (10) days from the date of receipt of the letter of resignation or dismissal. In case the Chairman of the Board of Directors is absent or temporarily unable to perform his/her duties for some reason, the Chairman of the Board of Directors shall authorize another member of the Board of Directors to perform the duties of the Chairman of the Board of Directors. In case no authorized person or the Chairman of the Board of Directors dies, goes missing, is temporarily detained, is serving a prison sentence, is serving administrative handling measures at a compulsory detoxification facility, compulsory education institution, escapes from his/her place of residence, is restricted or loses her civil act capacity, have difficulties in cognition, control of behavior, are banned by the Court from holding certain positions, practicing certain professions or doing certain jobs, the remaining members shall elect one of the members to hold the position of Chairman of the Board of Directors on the principle that the majority of the remaining members approve until a new decision of the Board of Directors is issued.

Article 9. Dismissal, dismissal, replacement and addition of members of the Board of Directors

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 specified in Article 155 of the Law on Enterprises;
- b) Have a letter of resignation and be approved;
- c) Having a mental disorder and other members of the Board of Directors have professional evidence proving that the person no longer has behavioral capacity;
- d) Other cases specified in the Charter.

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

- a) Failing to participate in the activities of the Board of Directors for six (06) consecutive months, except for force majeure cases;
- b) According to the decision of the General Meeting of Shareholders;
- c) Providing false personal information when sending it to the Company as a candidate for the Board of Directors;
- d) Other cases specified in the Charter.

3. When deeming it necessary, the General Meeting of Shareholders shall decide to replace the members of the Board of Directors; dismissal or dismissal of members of the Board of Directors other than the cases specified in Clauses 1 and 2 of this Article.

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) When the remaining number of members of the Board of Directors is less than the number of members as prescribed by law or the number of members of the Board of Directors is reduced by more than one-third compared to the number specified in the Charter. In this case, the Board of Directors must convene a meeting of the General

Meeting of Shareholders within 60 days from the date the number of members is reduced by more than one-third;

b) Except for the case specified at Point a of this Clause, 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 latest meeting.

Article 10. How to elect, dismiss and dismiss members of the Board of Directors

1. Shareholders or groups of shareholders owning 10% or more of the total ordinary shares have the right to nominate persons to the Board of Directors as prescribed in Clause 2, Article 26 of the Charter. The nomination of persons to the Board of Directors shall be carried out as follows:

a) 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;

b) Based on the number of members of the Board of Directors, shareholders or groups of shareholders specified in this Clause are entitled to nominate one or several persons under the decision of the General Meeting of Shareholders as candidates for the Board of Directors. In case the number of candidates nominated by shareholders or groups of shareholders is lower than the number of candidates they are entitled to nominate under the decision of the General Meeting of Shareholders, the remaining number of candidates shall be nominated by the Board of Directors and other shareholders.

2. In case the number of candidates for the Board of Directors approved for nomination and candidacy is still not enough as prescribed in Clause 1, Article 6 of this Regulation, the incumbent Board of Directors shall introduce more candidates or organize the nomination as prescribed in the Charter, the Internal Regulation on corporate governance and the Regulation on operation of the Board of Directors. 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 the law.

3. 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 accumulate all or part of their total votes for one or several candidates. The winner of the election of a member 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 Charter is sufficient. In case there are two (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 of the election regulations.

4. The dismissal or dismissal of members of the Board of Directors shall be decided by the General Meeting of Shareholders in accordance with the provisions of law and the Charter.

Article 11. Announcement on the election, dismissal and dismissal of members of the Board of Directors

1. In case a candidate for the Board of Directors has been identified, the Company must disclose information related to the candidates at least ten (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. Candidates for the Board of Directors must have a written commitment to the truthfulness and accuracy of the personal information disclosed and must commit to perform their duties honestly, prudently and in the best interests of the Company if elected as a member of the Board of Directors. Information related to the Board of Directors candidates announced includes:

- a) Full name, date of birth;
- b) Educational level;
- c) Professional qualifications;
- d) Work process;
- đ) Other managerial titles (including the title of the Board of Directors of other companies);
- e) An evaluation report on the candidate's contribution to the Company, in case the candidate is currently a member of the Company's Board of Directors;
- g) Interests related to the Company (if any);
- h) Full name of the shareholder or group of shareholders nominating the candidate (if any);
- i) 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 Board of Directors candidate (if any);
- k) Other information (if any).

2. The notification of the results of election, dismissal and dismissal of members of the Board of Directors shall comply with the guiding regulations on information disclosure.

Chapter III BOARD

Article 12. Rights and obligations of the Board of Directors

1. The Board of Directors is the managing agency of the Company, has the full right to decide and exercise the rights and obligations of the Company on behalf of the Company, except for the rights and obligations under the jurisdiction of the General Meeting of Shareholders.

2. The rights and obligations of the Board of Directors shall be prescribed by law, the Charter and the General Meeting of Shareholders. Specifically, the Board of Directors has the following powers and obligations:

- a) Decide on the Company's medium-term development strategy and plan and annual business plan;
- b) Proposing the types of shares and the total number of shares entitled to be offered for sale of each type;
- c) Determine operational objectives on the basis of strategic objectives and long-term plans approved by the General Meeting of Shareholders;

- d) Decide on the sale of unsold shares within the number of shares entitled to be offered for sale of each type; decide to mobilize additional capital in other forms;
- đ) Decide on the selling price of the Company's shares and bonds;
- e) Decision on share repurchase as prescribed in Clauses 1 and 2, Article 133 of the Law on Enterprises;
- g) Decide on investment plans and investment projects within their competence and limits as prescribed by law;
- h) Decide on solutions for market development, marketing and technology;
- i) Approval of contracts for purchase, sale, borrowing, lending and other contracts and transactions valued at 35% or more of the total value of assets recorded in the Company's latest financial statements, transaction contracts as prescribed in Clauses 1 and 2, Article 167 of the Law on Enterprises, except for contracts and transactions under the decision-making competence of the General Meeting of Shareholders as prescribed at Point d, Clause 2, Article 138, Clauses 1 and 3, Article 167 of the Law on Enterprises;
- k) Electing, dismissing and dismissing the Chairman of the Board of Directors; appointing, dismissing, dismissing, signing contracts, terminating contracts for Directors, Deputy Directors, Chief Accountants and other Executives under the management of the Board of Directors; decide on salaries, remuneration, bonuses and other benefits of the Company's managers; appoint authorized representatives to participate in the Members' Council or the General Meeting of Shareholders of other companies, decide on the remuneration and other benefits of such persons;
- l) Supervise and direct the Director and other managers in the daily operation of the Company's business;
- m) Deciding on the organizational structure and internal management regulations of the company, deciding on the establishment of subsidiaries, branches, representative offices and capital contribution and purchase of shares of other enterprises;
- n) Decide on the appointment and dismissal of the representative of the capital interests and the representative of the owner of the Company at the subsidiaries; decide on the appointment, dismissal, dismissal or recommendation for appointment, request for dismissal or dismissal of officials at the level of the Chairman and members of the Board of Members/Board of Directors, Controllers and Directors of subsidiaries;
- o) Approve the program and contents of documents for the General Meeting of Shareholders, convene the General Meeting of Shareholders or collect opinions for the General Meeting of Shareholders to approve the Resolution;
- p) Submit the audited annual financial statements to the General Meeting of Shareholders;
- q) Proposing the level of dividends to be paid; decide on the time limit and procedures for paying dividends or handling losses arising in the course of business;
- r) To propose the reorganization or dissolution of the Company; request for bankruptcy of the Company;
- s) Decide to promulgate the Regulation on the operation of the Board of Directors, the Internal Regulation on corporate governance after being approved by the General

Meeting of Shareholders and other internal regulations of the Company in accordance with the provisions of law and the Charter;

t) Other rights and obligations as prescribed by the Law on Enterprises, the Law on Securities, other provisions of law and the Charter.

3. The Board of Directors approves the Resolution/Decision by voting at the meeting and collecting written opinions. Each member of the Board of Directors has one vote.

4. In case the Resolution/Decision passed by the Board of Directors is contrary to the provisions of law, the Resolution of the General Meeting of Shareholders or the Charter, causing damage to the Company, the members who approve such Resolution/Decision must jointly take personal responsibility for such Resolution/Decision and must compensate the Company for damages; members who object to the passage of the above Resolution/Decision are exempt from liability. In this case, the shareholders of the Company have the right to request the Court to suspend the implementation or cancel the above Resolution/Decision.

Article 13. Duties and powers of the Board of Directors in approving and signing transaction contracts

1. The Board of Directors approves contracts and transactions with a value of less than 35% or transactions resulting in the total value of transactions arising within 12 months from the date of the first transaction with a value of less than 35% of the total value of assets recorded in the latest financial statements between the Company and one of the following entities:

a) Members of the Board of Directors, Controllers, Directors, other managers and related persons of these subjects;

b) Shareholders and authorized representatives of shareholders being organizations owning more than 10% of the total ordinary shares of the Company and their related persons;

c) Enterprises related to the subjects specified in Clause 2, Article 164 of the Law on Enterprises.

2. The representative of the Company signing a contract or transaction must notify the members of the Board of Directors and the Controller of the subjects related to such contract or transaction and enclose the draft contract or the principal contents of the transaction. The Board of Directors shall decide on the approval of contracts and transactions within fifteen (15) days from the date of receipt of the notice; members of the Board of Directors who have interests related to the parties to the contract or transaction do not have voting rights.

Article 14. Responsibilities of the Board of Directors in convening an extraordinary General Meeting of Shareholders

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

a) The Board of Directors deems it necessary for the benefit of the Company;

b) When the number of members of the Board of Directors or the remaining Controllers is less than the number of members as prescribed by law or the number of members of the Board of Directors is reduced by more than one third (1/3) of the number of members specified in the Charter;

c) At the request of shareholders or groups of shareholders specified in Clause 3, Article 12 of the Charter; the request for the convening of 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 the written request made in many copies and gathering sufficient signatures of relevant shareholders;

d) At the request of the Control Board;

d) Other cases as prescribed by law and the Charter.

2. Convening the Extraordinary General Meeting of Shareholders:

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 of the Board of Directors, independent members of the Board of Directors or the remaining Controllers is less than the minimum number of members as prescribed in the Charter or the request specified at Points c and d, Clause 1 of this Article is received.

3. The convener of the General Meeting of Shareholders must perform the following tasks:

a) Make a list of shareholders entitled to attend the meeting;

b) Providing information and settling complaints related to the list of shareholders;

c) Formulate the agenda and contents of the meeting;

d) Prepare documents for the meeting;

d) Draft Resolution of the General Meeting of Shareholders according to the expected contents of the meeting; list and details of candidates in case of election of members of the Board of Directors and Controllers;

e) Determine the time and place of the meeting;

g) Send a notice of invitation to the meeting to each shareholder entitled to attend the meeting in accordance with the provisions of the Law on Enterprises;

h) Other tasks for the meeting.

Article 15. The assisting apparatus of the Board of Directors

1. In order to effectively support the Company's governance activities, the Board of Directors appoints at least one (01) person to be the Person in charge of corporate governance with a term of office decided by the Board of Directors, up to five (05) years. The company signs a labor contract with the person in charge of corporate governance. The Board of Directors may dismiss the person in charge of the Company's administration when necessary but must not be contrary to the provisions of the law. The notice of appointment and dismissal of the person in charge of corporate governance shall comply with the provisions of the Charter and the law on securities.

The person in charge of corporate governance shall have the rights and obligations in accordance with the provisions of law, the charter and other relevant regulations of the company.

2. When deeming it necessary, the Board of Directors appoints the Company Secretary and the Secretary of the Board of Directors to assist the Board of Directors and the Chairman of the Board of Directors in performing their obligations under their

competence in accordance with the provisions of law and the Charter. The company signs a labor contract with the Company Secretary/Secretary of the Board of Directors.

The Company Secretary and the Secretary of the Board of Directors have the rights and obligations in accordance with the provisions of law, the Charter and other relevant regulations of the Company.

3. In accordance with the provisions of the Charter, the Board of Directors may establish sub-committees to support the activities of the Board of Directors in terms of development policies, human resources, salary and bonuses, internal audit, and risk management. The activities of the subcommittee must comply with the provisions of law, the Charter and the Board of Directors. The resolution of the subcommittee is only effective when the majority of members attend and vote to approve it at the meeting of the subcommittee.

The implementation of decisions of the Board of Directors or subcommittees under the Board of Directors must be in accordance with current legal provisions and the provisions of the Charter and Internal Regulations on corporate governance.

4. The Board of Directors may establish professional teams consisting of one or more members of the Board of Directors and one or more other persons who are not members of the Board of Directors if deemed necessary, headed by one member of the Board of Directors to appraise and/or advise and advise the Board of Directors to consider and approve matters under its jurisdiction. responsibilities of the Board of Directors.

5. The Board of Directors may request the Departments/Units and/or employees of the Company to consider and advise the Board of Directors on relevant issues.

6. The Board of Directors may invite consultants for regular research and appraisal or according to specific tasks.

Chapter IV BOARD MEETING

Article 16. Board of Directors Meeting

1. The Chairman of the Board of Directors shall be elected at the first meeting of the Board of Directors within seven (07) working days from the end of the election of such Board of Directors. This meeting is convened and chaired by the member with the highest number of votes or the highest percentage of votes. In case there is more than one member with the highest and equal number of votes or the percentage of votes, the members shall vote on the principle of majority to elect one (01) of them to convene a meeting of the Board of Directors.

2. The Board of Directors must meet at least once a quarter (01) time and may hold an extraordinary meeting in the form of face-to-face or online or a face-to-face meeting combined with online between members of the Board of Directors at the Company's head office or at another location.

3. 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 the Supervisory Board or an independent member of the Board of Directors;

b) At the request of the Director or at least five (05) other managers;

c) At the request of at least two (02) members of the Board of Directors.

4. The proposal specified in Clause 3 of this Article must be made in writing, clearly stating the purposes, issues to be discussed and decided under the competence of the Board of Directors.

5. The Chairman of the Board of Directors must convene a meeting of the Board of Directors within seven (07) working days from the date of receipt of the proposal specified in Clause 3 of this Article. In case of failure to convene a meeting of the Board of Directors as requested, the Chairman of the Board of Directors shall be responsible for the damage caused to the Company; the proposer has the right to replace the Chairman of the Board of Directors to convene a meeting of the Board of Directors.

6. The Chairman of the Board of Directors or the convener of the Board of Directors meeting must send a notice of invitation to the meeting at least five (05) working days before the date of the meeting. The notice of invitation to the meeting must specify the time and place of the meeting, the agenda, the issues 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.

The notice of invitation to the meeting shall be sent by post, fax, email or other means but must ensure that it reaches the address of each member of the Board of Directors and the Supervisory Board registered at the Company.

7. The Chairman or convener shall send the notice of invitation to the meeting and enclosed documents to the members of the Supervisory Board as for members of the Board of Directors.

Members of the Supervisory Board have the right to attend meetings of the Board of Directors; have the right to discuss but not vote.

8. The Board of Directors meeting is conducted when 3/4 or more of the total number of members attend the meeting. In case the meeting convened under the provisions of this Clause does not have enough members to attend the meeting as prescribed, it may be convened for the second time within seven (07) days from the date of the intended first meeting. In this case, the meeting shall be held if there are more than half of the members of the Board of Directors.

9. Members of the Board of Directors are considered to attend and vote at the meeting in the following cases:

a) Attending and voting directly at the meeting;

b) Authorize other persons to attend the meeting and vote as prescribed in Clause 11 of this Article;

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.

10. In case of sending votes to the meeting by mail, the votes must be contained in sealed envelopes and must be delivered to the Chairman of the Board of Directors at least one (01) hour before the opening. Voting ballots are only open in the presence of all attendees.

11. Members must attend all meetings of the Board of Directors. Members may authorize others to attend and vote:

a) A member of the Board of Directors may authorize in writing another person to attend the meeting of the Board of Directors if approved by a majority of members of the Board of Directors;

b) The power of attorney of a member of the Board of Directors must be sent to the Chairman of the Board of Directors at least two (02) working days before the date of the meeting for regular meetings and immediately before the opening time for extraordinary meetings of the Board of Directors. The power of attorney and the identity card or citizen identity card or passport of the authorized person must be presented to the chairman of the meeting;

c) The power of attorney must clearly state the full name, address, identity card/citizen identity card/passport of the authorizer and the authorized person, contents and scope of authorization, and the validity period of the authorization;

d) The authorizer is fully responsible to the Board of Directors for the actions and decisions of the authorized person at the Board of Directors meeting.

12. The Resolution/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 belongs to the side with the opinion of the Chairman of the Board of Directors.

Article 17. Minutes of the Board of Directors meeting

1. Meetings of the Board of Directors must be recorded and can be recorded, recorded and kept in other electronic forms. The minutes must be made in Vietnamese and may be additionally made in foreign languages, including 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;

d) Issues are discussed and voted on at the meeting;

e) Summarizing the opinions of each member attending the meeting in the order of the meeting;

g) The voting results clearly state the members who approve, disagree and have no opinions;

h) The issue was passed and the vote rate passed accordingly;

i) Full name, signature of the chairman, record taker and members of the Board of Directors attending the meeting, except for the case specified in Clause 2 of this Article.

2. In case the chairperson or the person taking the minutes refuses to sign the minutes of the meeting but if all other members of the Board of Directors attend and agree to approve the minutes of the meeting and have all the contents as prescribed at Points a, b, c, d, dd, e, g and h, Clause 1 of this Article, this record shall take effect. The minutes of the

meeting clearly state that the chairperson and the person taking the minutes of the meeting refuse to sign the minutes of the meeting.

3. The chairperson, the person taking the minutes and the signatories of the minutes must be responsible for the truthfulness and accuracy of the contents of the minutes of the Board of Directors meeting.

4. The minutes of the Board of Directors meeting and documents used in the meeting must be kept at the Company's head office.

5. Minutes made in Vietnamese and foreign languages have the same legal effect. In case there is a difference in the content between the minutes in Vietnamese and in foreign languages, the contents of the minutes in Vietnamese shall apply.

Chapter V

ACTIVITIES OF THE BOARD OF DIRECTORS

Article 18. Format for collecting opinions of members of the Board of Directors in writing

1. For matters that need to be consulted by members of the Board of Directors at urgent requests or when deeming it unnecessary to hold a meeting of the Board of Directors, the Chairman of the Board of Directors shall decide on the collection of opinions of members of the Board of Directors in writing.

2. The Secretary of the Board of Directors prepares the opinion form and necessary documents related to the content of the consultation. The request for opinions and enclosed documents must be sent by guarantee to the members of the Board of Directors in writing by direct delivery or by post, e-mail or fax to the mailing address that the member of the Board of Directors has registered with the Secretary of the Board of Directors.

3. The opinion request form shall be prepared according to the form in Appendix 01 attached to this Regulation and contain the following principal contents:

- a) Full names of members of the Board of Directors;
- b) Purpose and issue of collecting opinions;
- c) The voting plan includes: agree, disagree and other opinions.

4. Written feedback of members of the Board of Directors shall be sent to the Secretary of the Board of Directors within five (05) working days from the date of receipt of the Request for Opinions, except for the time limit for giving opinions otherwise prescribed by law or when members of the Board of Directors need more time under Clause 5 of this Article.

5. In case more time, information and explanation are needed for consideration, clarification and evaluation before responding, members of the Board of Directors shall send their opinions to the Secretary of the Board of Directors for the Secretary of the Board of Directors to summarize and report to the Chairman of the Board of Directors and at the same time send to the assigned and authorized Director/Deputy Director to be responsible for the contents/tasks stated in the request for comments with the Departments/Units related preparations for explanation, supplementation and clarification.

The explanation, supplementation and clarification according to the opinions of the members of the Board of Directors will be carried out through direct communication and/or email and/or other means of communication. When necessary, members of the Board of

Directors may request members of the Board of Directors or relevant departments/units to confirm the explanation in writing.

Written feedback of members of the Board of Directors shall be sent to the Secretary of the Board of Directors within five (05) working days from the date of full explanation, supplementation and clarification.

6. The voting results on the basis of the opinion forms of the members of the Board of Directors are summarized in writing by the Secretary of the Board of Directors and notified to the members of the Board of Directors.

7. Resolutions/Decisions of the Board of Directors in the form of written opinions are adopted on the basis of the approval of the majority of members of the Board of Directors who have the right to vote; in case the number of votes for and against is equal, the vote of the Chairman of the Board of Directors shall be the vote of the decision. Resolutions/Decisions passed in this form have the same effect and validity as Resolutions/Decisions passed at the Board of Directors meeting.

8. Dossiers including opinions of members of the Board of Directors, Resolutions/Decisions of the Board of Directors and related documents must be kept at the Company's head office and in accordance with this Regulation.

Article 19. Handling of documents of the Board of Directors

1. Incoming documents shall be received at the Company's Secretariat, processed in accordance with the Company's regulations on clerical work and this Regulation, and in accordance with the flowchart in Appendix 2 attached.

2. The Office shall simultaneously send the following documents to each member of the Board of Directors and the Supervisory Board:

- a) Documents of state management agencies and corporations;
- b) Official Dispatches/Directives/Decisions/Regulations of the Director;
- c) Reports of the Company's representatives at other enterprises;
- d) Other documents from outside/partners to the Company.

3. For matters that the Director deems necessary for the opinion of the Board of Directors, the Director shall send a written request to the Board of Directors for consideration, enclosed with relevant documents (if any).

4. In accordance with the provisions of law, the Charter and this Regulation, the Board of Directors will consider the proposal of the Director at the Board of Directors meeting or in the form of collecting opinions from members of the Board of Directors in writing.

5. The Secretary of the Board of Directors is the focal point, coordinating with relevant Departments/Units, in synthesizing, researching, preparing and drafting documents of the Board of Directors.

For tasks directly handled by the Board of Directors (such as organizing meetings of the Board of Directors; developing plans and implementing activities of the Board of Directors; drafting documents directing the Director and/or other related individuals and units to implement the requirements of the Board of Directors, the General Meeting of Shareholders, the Corporation or the State management agency), The Secretary of the Board of Directors shall be the focal point, coordinate with relevant Departments/Units to

prepare and submit to the Board of Directors for consideration and decision to issue documents in accordance with the provisions of law and the Company.

Within seven (07) working days from the date the matter is approved by the Board of Directors in accordance with the provisions of the Charter and this Regulation, the Secretary of the Board of Directors is responsible for coordinating with relevant Departments/Units to complete the draft relevant documents and submit them to the Board of Directors for consideration and decision for promulgation.

The Company's clerk receives the original for duplication (according to the specific quantity inscribed by the drafting department in the document according to the Company's regulations), affixed with the issuance seal within the same day after the document is signed.

6. Resolutions/Decisions, Minutes of the Board of Directors meeting and other documents of the Board of Directors shall be sent to each member of the Board of Directors, the Director and the Supervisory Board. Based on the work requirements, the Secretary of the Board of Directors shall send the full text to the Deputy Directors, relevant Departments/Units or extract the content of the above document.

7. For contents that are State secrets or of the oil and gas industry, documents of the Board of Directors are stamped with the level of "confidential", which shall be sent to the address specified in the document and archived as prescribed.

8. The Secretary of the Board of Directors and the Company's Office are responsible for managing and keeping records, documents and documents of the Board of Directors in accordance with the provisions of law and the Company.

One (01) original copy of the Resolution/Decision, Minutes of the meeting and other documents of the Board of Directors shall be kept in the Company's Office and one (01) original and related documents (such as documents prepared for the Board of Directors meeting and the Minutes of the Board of Directors meeting; Request for opinions and opinions of members of the Board of Directors; explanations, supplements and clarifications; and other necessary documents) are kept by the Secretary of the Board of Directors in accordance with the provisions of law and the Company.

Article 20. Reporting information mode

1. Documents of the Director and Deputy Directors sent to State management agencies, securities and mass information also need to be copied and sent to the Board of Directors at the same time.

2. In order to perform the assigned rights, obligations and tasks, members of the Board of Directors may request the Director, Deputy Director, Head of Department/Affiliated Unit, Representative of the Company at other enterprises to provide necessary information and documents.

3. All official reports to the Board of Directors are kept in accordance with the provisions of law and the Company.

Chapter VI REPORTING AND PUBLICIZING BENEFITS

Article 21. Annual Report Submission

1. At the end of the fiscal year, the Board of Directors must submit the following report to the General Meeting of Shareholders:

- a) Report on the Company's business results;
- b) Financial statements;
- c) Report on the evaluation of the management and administration of the Company;
- d) Appraisal report of the Control Board.

2. The report specified at Points a, b and c, Clause 1 of this Article must be sent to the Control Board for appraisal at least 30 days before the opening date of the Annual General Meeting of Shareholders.

3. The reports specified in Clauses 1 and 2 of this Article, the appraisal report of the Supervisory Board and the audit report must be kept at the head office of the Company at least 10 days before the opening date of the Annual General Meeting of Shareholders. Shareholders who own shares of the Company for at least 01 consecutive year have the right to directly review the report specified in this Article by themselves or together with lawyers, accountants and auditors with practicing certificates.

Article 22. Remuneration, bonuses and other benefits of members of the Board of Directors

1. The company has the right to pay remuneration and reward members of the Board of Directors according to business results and efficiency.

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 necessary to complete the tasks of the Board of Directors members and the remuneration per day. The Board of Directors estimates the remuneration for each member according to 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.

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, 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.

4. Members of the Board of Directors who hold executive positions or members of the Board of Directors who work in subcommittees of the Board of Directors or perform other tasks outside the scope of the normal duties of a member of the Board of Directors, may be paid additional remuneration in the form of a lump-sum remuneration on a case-by-case basis. salaries, commissions, profit percentages or in other forms as decided by the Board of Directors.

5. Members of the Board of Directors are entitled to be paid for all travel, meals, accommodation and other reasonable expenses that they have incurred in the performance of their responsibilities as members of the Board of Directors, including expenses incurred in attending the General Meetings of Shareholders. Board of Directors or subcommittees of the Board of Directors.

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

Article 23. Disclosure of related benefits

1. Members of the Board of Directors must declare to the Company their related interests, including:

a) Name, enterprise code, address of the head office, business lines of the enterprise in which they own contributed capital or shares; the percentage and time of ownership of such contributed capital or shares;

b) Name, enterprise code, address of the head office, business lines of the enterprise in which their related persons jointly own or separately own the contributed capital or shares of more than 10% of the charter capital.

2. The declaration specified in Clause 1 of this Article must be made within seven (07) working days from the date on which related interests arise; the amendment and supplementation must be notified to the Company within seven (07) working days from the date of the corresponding amendment or supplement.

3. Members of the Board of Directors who perform work in any form in the scope of the Company's business on behalf of individuals or on behalf of others must explain the nature and content of such work to the Board of Directors and may only be performed when approved by the majority of the remaining members of the Board of Directors; if carried out without declaration or approval of the Board of Directors, all income obtained from such activities belongs to the Company.

Chapter VII

RELATIONSHIP OF THE BOARD OF DIRECTORS

The relationship between members of the Board of Directors and the Board of Directors and the Director, shareholders, the Supervisory Board, and the Company's representatives at other enterprises is based on the relevant provisions of law, the Charter, the Company's internal management documents and the provisions of this Chapter.

Article 24. Relationship between members of the Board of Directors

1. The relationship between members of the Board of Directors is a coordination relationship, the members of the Board of Directors are responsible for informing each other about relevant issues in the process of handling the assigned work.

2. In the process of handling work, the member of the Board of Directors assigned to be responsible for the main responsibility must actively coordinate in handling, if there is a problem related to the field in charge of other members of the Board of Directors. In case there are still different opinions among members of the Board of Directors, the members shall be mainly responsible for reporting to the Chairman of the Board of Directors for consideration and decision according to their competence or organizing meetings or collecting opinions of members of the Board of Directors in accordance with the provisions of law, the Charter and this Regulation.

3. In case of reassignment between members of the Board of Directors, the members of the Board of Directors must hand over relevant work, records and documents. This handover must be made in writing and reported to the Chairman of the Board of Directors on such handover.

Article 25. Relationship with the Director/Executive Board

1. As a manager, the Board of Directors issues Resolutions/Decisions for the Director and the executive apparatus to implement. At the same time, the Board of Directors inspects and supervises the implementation of Resolutions/Decisions.

2. The Board of Directors creates conditions for the Director/Executive Board to organize the implementation of the Resolutions/Decisions of the General Meeting of Shareholders, the Board of Directors and the duties and powers of the Director in accordance with the provisions of law, the Charter and the Company.

3. The Director receives, synthesizes and analyzes reports, asks for opinions and proposals of the Representative of the Company's capital interests in other enterprises, and submits them to the Board of Directors for consideration and decision according to the decentralization of competence.

Article 26. Relationship between the Board of Directors and shareholders

1. Members of the Board of Directors as representatives of shareholders strictly comply with the regime of information and honest and accurate reports to shareholders about the Company's activities and the results of the implementation of Resolutions/Decisions of the General Meeting of Shareholders.

2. The Board of Directors directs the answering of questions and resolving shareholders' recommendations to the Board of Directors.

3. The Board of Directors maintains a close, regular and long-term relationship with shareholders.

Article 27. Relationship between the Board of Directors and the Supervisory Board

1. The relationship between the Board of Directors and the Supervisory Board is a coordinated relationship. The working relationship between the Board of Directors and the Supervisory Board follows the principles of equality and independence, and at the same time closely coordinates and supports each other in the process of performing tasks.

2. The Board of Directors creates conditions for the Supervisory Board to receive all necessary information and exercise the right to inspect in accordance with the law; as well as participating, discussing and contributing opinions on issues considered, decided or approved by the Board of Directors.

3. When receiving the inspection minutes or general reports of the Supervisory Board, the Board of Directors is responsible for researching and directing relevant departments to develop plans and implement corrections in a timely manner.

Article 28. Relationship between the Board of Directors and the Company's Representative at other enterprises

1. Board of Directors:

a) In accordance with the competence, decide or approve and submit to the General Meeting of Shareholders for decision the purchase or sale of shares or contributed capital of the Company in other enterprises;

b) Promulgate regulations on management of the Company's investment and capital in other enterprises;

c) In accordance with the provisions of law, the Charter and the Company, introducing, changing and dismissing the Company's representatives to hold managerial positions at other enterprises;

d) Have other rights and obligations towards the enterprise and the representative of the Company's contributed capital in accordance with the provisions of law, the Charter and the Company.

2. Representatives of the Company at other enterprises:

a) Participate in the performance of tasks and exercise powers; protect the rights and interests of the Company such as shareholders, members of limited liability companies/partnerships, joint venture parties in enterprises;

b) Take responsibility before the Company and the Board of Directors for the efficiency of using the Company's contributed capital in the enterprise;

c) Participate in the candidacy or nomination of the Company's representative to hold managerial positions at the enterprise in accordance with the enterprise's Charter and the Company's opinions;

d) Consult the Company before voting at the General Meeting of Shareholders, the Board of Members/Board of Directors of the enterprise in accordance with the Company's regulations;

đ) Organize and implement Resolutions/Decisions, decentralization/authorization and other relevant documents of the Board of Directors. In the process of implementation, if problems are detected, report them to the Company for timely consideration and resolution;

e) Having other rights and obligations as prescribed by law, the Charter and the Company.

Chapter VIII IMPLEMENTATION PROVISIONS

Article 29. Enforcement effect

1. The Operating Regulation of the Board of Directors of Petro Vietnam LPG Joint Stock Company consists of 8 Chapters and 29 Articles, effective from April 28, 2026 and replaces the Operation Regulation of the Board of Directors of Petro Vietnam LPG Joint Stock Company issued on April 23, 2024.

2. In case of any discrepancy between the provisions of this Regulation and the provisions of law or the Charter, the provisions of law and the Charter shall apply.

3. The Board of Directors may, based on the actual operation of the Company, issue detailed guidelines for the organization and implementation of this Regulation.

4. The amendment to the Operation Regulation of the Board of Directors of Petro Vietnam LPG Joint Stock Company shall be considered by the Board of Directors and submitted to the General Meeting of Shareholders for approval./.

**ON BEHALF OF THE BOD
CHAIRMAN**

Vũ Văn Thực



I. REPORT ON THE IMPLEMENTATION OF SALARIES, REMUNERATION AND BONUSES OF THE BOARD OF DIRECTORS, SUPERVISORY BOARD IN 2025
(Attached to Submission No. /TTr - HDQT - LPG dated /4/2026)

Unit: VND

Stt	Chức danh	2025 Planned (Approved by GMS)					2025 Actual					Notes
		Num	Total Amount	Including			Num	Total Amount	Including			
				Salary	Bonus	RFCP			Salary	Bonus	RFCP	
1	Chairman of the BOD	1	547,374,370	501,471,214	45,903,156		1	617,916,353	566,230,320	51,686,033		
2	BOD Member, Director	1	547,374,370	501,471,214	45,903,156		1	617,916,353	566,230,320	51,686,033		
3	BOD Member (full time)	1	470,741,958	431,265,244	39,476,714		1	555,870,282	518,040,505	37,829,777		
4	BOD Member (part time)	2	184,234,538	-	16,234,538	168,000,000	2	177,299,612	-	15,026,885	162,272,727	
5	Head of the Supervisory Board	1	426,952,009	391,147,547	35,804,462		1	504,161,418	469,850,690	34,310,728		
6	Supervisor (part time)	2	78,957,659		6,957,659	72,000,000	2	78,667,392	-	6,667,392	72,000,000	
	Tổng cộng	8	2,255,634,905	1,825,355,219	190,279,686	240,000,000	8	2,551,831,410	2,120,351,835	197,206,848	234,272,727	

Note:
 Level of remuneration for concurrent positions (RFCP) is as follows:
 - Chairman of the BOD: VND 9,000,000/month.
 - BOD Member: VND 7,000,000/person/month.
 - Supervisor: VND 3,000,000/person/month.



II. PLAN FOR SALARIES, REMUNERATION AND BONUSES OF THE BOARD OF DIRECTORS, SUPERVISORY BOARD IN 2026

Unit: VND

Stt	Chức danh	Num	Total Amount	Including			Note
				Salary	Bonus	RFCP	
1	Chairman of the BOD	1	983,417,096	936,210,714	47,206,382		
2	BOD Member, Director	1	983,417,096	936,210,714	47,206,382		
3	BOD Member (full time)	1	786,733,677	748,968,571	37,765,106		
4	BOD Member (part time)	2	251,801,596	-	11,801,596	240,000,000	
5	Head of the Supervisory Board	1	639,221,112	608,536,964	30,684,148		
6	Supervisor (full time)	1	434,055,721	413,220,004	20,835,717		from 08/01/2026
7	Supervisor (part time)	1	61,743,850		2,893,850	58,850,000	from 08/01/2026
8	Supervisor (part time)	2			113,099	2,300,000	to 08/01/2026
	Tổng cộng		4,140,390,147	3,643,146,967	198,506,279	301,150,000	

Note:

Level of remuneration for concurrent positions (RFCP) is as follows:

- Chairman of the BOD: VND 12,000,000/month.
- BOD Member: VND 10,000,000/person/month.
- Supervisor: VND 5,000,000/person/month.



RESOLUTION
ANNUAL GENERAL MEETING OF SHAREHOLDERS IN 2026
PETRO VIETNAM LPG JOINT STOCK COMPANY

GENERAL MEETING OF SHAREHOLDERS
PETRO VIETNAM LPG JOINT STOCK COMPANY

Pursuant to the Law on Enterprises No. 59/2020/QH14 dated 17/06/2020;

Pursuant to the Law on Securities No. 54/2019/QH14 dated 26/11/2019;

Pursuant to the Government's Decree No. 155/2020/ND-CP dated 31/12/2020 detailing the implementation of a number of articles of the Law on Securities;

Pursuant to the Charter of Petro Vietnam LPG Joint Stock Company (the Company);

Pursuant to the Minutes No. /BB-ĐHDCĐ-LPG dated April 28, 2026 of the 2026 Annual General Meeting of Shareholders (AGM) of Petro Vietnam LPG Joint Stock Company.

RESOLVED:

Article 1. Approving the 2025 Production and Business Results Report, Plan for 2026

- Production and business results in 2025:

No.	Indicator	Unit	Plan 2025	Actual 2025	(%) Actual/Plan
I	Quantity	Tons	277.472	356.820	128,6%
II	Financial KPI				
1	Equity	Billion VND	495,5	505,5	102,0%
2	Charter Capital	Billion VND	400,0	400,0	100,0%
3	Total revenue	Billion VND	5.010,0	6.619,0	132,1%
4	Pre-tax revenue	Billion VND	15,6	18,36	117,7%
5	Net profit	Billion VND	12,5	14,70	117,6%
6	Submit state budget	Billion VND	7,6	13,6	178,9%

No.	Indicator	Unit	Plan 2025	Actual 2025	(%) Actual/Plan
III	Disbursement for construction investment and facility procurement.	Billion VND	0,4	0,9	220,0%

- Plan for 2026:

No.	Indicator	Unit	Plan 2026
1	Quantity	Tons	356.850
2	Revenue	Billion VND	7.115
3	Profit Before Tax	Billion VND	18,3
4	Construction investment	Billion VND	1,8

The General Meeting of Shareholders authorizes the Board of Directors of PV GAS LPG to review and approve the adjusted business plan for 2026 (if any) when there are significant fluctuations or changes in world crude oil prices, CP prices; in mechanisms and policies from suppliers and related partners leading to changes in the Company's planned targets; or when there are changes related to investment and construction activities.

Article 2. Approve the main contents of the Transaction Contract between the Company and related persons as attached in Appendix 1 and authorize the Board of Directors to consider and decide on the signing of specific contracts, adjusted/supplemented Appendices (if any) on the principle of complying with the main contents of the Contract approved by the General Meeting of Shareholders.

Article 3. Approved the Company's audited 2025 Financial Statements with the following key indicators:

No.	Key Indicators	Unit	2025 Value
1	Total Assets	VND	1.525.857.291.481
2	Liabilities	VND	1.020.307.083.427
3	Owners' Equity	VND	505.550.208.054
4	Revenue	VND	6.619.007.603.186
5	Profit Before Tax	VND	18.360.983.125
6	Profit After Tax	VND	14.705.610.472

Article 4. Approving the 2025 profit distribution plan, the 2026 profit distribution plan:

- Profit distribution plan in 2025:

No.	Resources	Units of Calculation	Plan 2025	Implement 2025
1	Undistributed post-tax profit of current year	<i>billion VND</i>	0	0
2	Undistributed post-tax profit of previous years	<i>billion VND</i>	12,5	14,7
3	Setting up funds	<i>billion VND</i>	5,3	5,3
	+ Development Investment Fund	<i>billion VND</i>		
	+ Welfare Reward Fund	<i>billion VND</i>	5,0	5,0
	+ Manager Bonus *	<i>billion VND</i>	0,3	0,3
4	Cash dividends	<i>billion VND</i>	0	0
	Dividend Ratio	%	0	0
5	The remaining undistributed profit is carried forward to the next year	<i>billion VND</i>	7,2	9,4

- Profit distribution plan in 2026:

No.	Resources	Units of Calculation	Plan 2026
1	Undistributed post-tax profit of current year	billion VND	9,4
2	Undistributed post-tax profit of previous years	billion VND	14,6
3	Setting up funds	billion VND	5,30
	+ Welfare Reward Fund	billion VND	5,00
	+ Manager Bonus *	billion VND	0,30
4	Cash dividends	billion VND	8,0
	Dividend Ratio	%	2%
5	The remaining undistributed profit is carried forward to the next year	billion VND	10,7

(*Managers: including the Chairman of the Board of Directors, members of the Board of Directors, Directors, Deputy Directors, Chief Accountant, Head of the Supervisory Board, Controllers)

Article 5. Approving the 2025 Operation Report, the 2026 Operation Plan of the Board of Directors of the Company as attached in Appendix 2.

Article 6. Through updating the details of the Company's business lines as Appendix 3 attached; assigning and authorizing the Chairman of the Board of Directors and/or the Company's Legal Representative to carry out the necessary procedures to complete the

change of business lines including but not limited to: Updating changes in business lines in the Company's Charter; carry out procedures for changing the Company's business registration at competent agencies.

Article 7. Approving the amendments and supplements to the Company's Charter as attached in Appendix 4 .

Article 8. Approving the amendment and supplementation of the Internal Regulation on corporate governance as attached in Appendix 5.

Article 9. Approving the amendment and supplementation of the Regulation on Operation of the Board of Directors of the Company as attached in Appendix 6.

Article 10. Approving the Report on the implementation of salaries, remuneration and bonuses of the Board of Directors, the Supervisory Board in 2025 and the Plan for 2026 as attached in Appendix 7.

Article 11. Approving the Operation Report of the Supervisory Board in 2025 and the Operational Orientation for 2026 as attached in Appendix 8.

Article 12. Approving the selection of an auditing firm to audit the 2026 Financial Statements and authorizing the Board of Directors of PV GAS LPG to decide on the selection of an independent auditing unit to audit the 2026 Financial Statements among the leading auditing firms in Vietnam, including: Deloitte Vietnam Auditing Co., Ltd., Ernst and Young Vietnam Co., Ltd., KPMG Vietnam Co., Ltd. and PwC Vietnam Co., Ltd.

Article 13. Election of independent members of the Board of Directors, specifically:

Elected, date of birth:; professional qualifications:; Citizen ID number:, date of issue:, place of issue: holding the position of independent member of the Board of Directors of Petro Vietnam LPG Joint Stock Company for the term 2026-2031.

Article 14. This Resolution takes effect from April 28, 2026.

Article 15. The Board of Directors, the Control Board and the Director of Petro Vietnam LPG Joint Stock Company shall be responsible for the implementation of this Resolution./.

Recipients:

- As Article 15;
- Shareholders and employees of the Company;
- Save: VT, BOD, KH.02.

**ON BEHALF OF THE GENERAL
SHAREHOLDERS' MEETING
CHAIRMAN OF THE BOD**

Vu Van Thuc