



Ho Chi Minh City, July 7, 2026

EXTRAORDINARY INFORMATION DISCLOSURE

To:

- State Securities Commission of Vietnam;
- Hanoi Stock Exchange.

1. Name of organization: West Coach Station Joint Stock Company

- Stock code: WCS
- Address: 395 Kinh Duong Vuong Street, An Lac Ward, Ho Chi Minh City
- Telephone: 1900 7373
- Email: tchc.vanthu@gmail.com

2. Contents of disclosure:

- Charter of Organization and Operation of the Company.
- Internal Regulations on Corporate Governance.

3. This information was published on the company's website on July 7, 2026 at the following link: <https://bxmt.com.vn/en/co-dong.html>

We hereby certify that the information provided is true and correct and we bear the full responsibility to the law.

Attachments:

- Charter of Organization and Operation of the Company;
- Internal Regulations on Corporate Governance.

Organization representative
Person authorized to disclose information

(Signed)

Dang Hoang Anh



WEST COACH STATION JOINT STOCK COMPANY

CHARTER ON ORGANIZATION AND OPERATION

Ho Chi Minh City, June 2026



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PREAMBLE

This Charter serves as the legal basis for the organization and operation of West Coach Station Joint Stock Company (hereinafter referred to as the “Company”), which is established and operated in accordance with the Law on Enterprises and guiding legal documents. This Charter, the Company’s regulations, and the Resolutions of the General Meeting of Shareholders and the Board of Directors duly adopted in compliance with applicable laws shall constitute binding rules governing the Company’s business and operational activities.

This Charter was approved by the shareholders of the Company pursuant to a valid Resolution of the General Meeting of Shareholders dated June 10, 2026, and replaces the Charter approved by the General Meeting of Shareholders on April 23, 2021.

I. DEFINITIONS OF TERMS USED IN THE CHARTER

Article 1. Interpretation of terms

1. In this Charter, the following terms shall be construed as follows:

- a) “*Charter Capital*” means the total par value of shares sold or subscribed upon the establishment of the joint stock company and as provided in Article 5 of this Charter.
- b) “*Voting Capital*” means share capital under which the holder has the right to vote on matters falling within the authority of the General Meeting of Shareholders.
- c) “*Law on Enterprises*” means Law on Enterprises No. 59/2020/QH14 passed by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020, and the Law amending and supplementing the Law on Enterprises No. 76/2025/QH15 dated June 17, 2025.
- d) “*Law on Securities*” means Law on Securities No. 54/2019/QH14 passed by the National Assembly of the Socialist Republic of Vietnam on November 26, 2019, and its amended and supplemented documents.
- e) “*Date of Establishment*” means the date on which the Company was first granted the Enterprise Registration Certificate (Business Registration Certificate and equivalent legal documents).
- f) “*Corporate Executive*” means the Chief Executive Officer, Deputy Chief Executive Officer, Chief Accountant, and other executives approved by the Board of Directors.
- g) “*Corporate Manager*” means managers of the Company, including the Chairperson of the Board of Directors, members of the Board of Directors, the Chief Executive Officer, and Deputy Chief Executive Officers.
- h) “*Related Person*” means an individual or organization as prescribed in Clause 23, Article 4 of the Law on Enterprises and Clause 46, Article 4 of the Law on Securities.

- i) *"Family-related Persons"* include: spouse, biological father, biological mother, adoptive father, adoptive mother, father-in-law, mother-in-law, biological child, adopted child, son-in-law, daughter-in-law, biological brother, biological sister, biological sibling, brother-in-law, sister-in-law, wife's brother, husband's brother, wife's sister, husband's sister, wife's younger sibling, husband's younger sibling.
 - j) *"Operating Term"* means the duration of operation of the Company specified in Article 2 of this Charter and any extension period (if any) approved by the General Meeting of Shareholders.
 - k) *"Shareholder"* means an individual or organization owning at least one share of the joint stock company.
 - l) *"Founding Shareholder"* means a shareholder owning at least one ordinary share and signing the list of founding shareholders of the joint stock company.
 - m) *"Major Shareholder"* means a shareholder as prescribed in Clause 18, Article 4 of the Law on Securities.
 - n) *"Legal Documents of an Individual"* means one of the following documents: Citizen Identity Card, Identity Card, Passport, or other lawful personal identification documents.
 - o) *"Legal Documents of an Organization"* means one of the following documents: Establishment Decision, Enterprise Registration Certificate, or other equivalent documents.
 - p) *"Stock Exchange"* means the Vietnam Stock Exchange and its subsidiaries.
 - q) *"Vietnam"* means the Socialist Republic of Vietnam.
 - r) *"Supervisor"* means a member of the Supervisory Board.
 - s) *"Contact Address"* means the registered head office address for an organization; the permanent residence, workplace, or another address registered by an individual with the enterprise as a contact address.
 - t) *"Trade Secret"* means information relating to inventory volume, cost and profit, finance, technological solutions, and business techniques.
 - u) *"Business Secret"* means information obtained from financial and intellectual investment activities, which has not been disclosed and is capable of being used in business activities.
2. In this Charter, references to one or more provisions or legal documents shall include any amendments, supplements, or replacement documents thereof.
 3. Headings (chapters and articles of this Charter) are used solely for convenience in understanding and shall not affect the interpretation of this Charter.
 4. Words or terms defined in the Law on Enterprises (unless inconsistent with the subject matter or context) shall bear the same meanings in this Charter.

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

Article 2. Name, legal form, head office, branches, representative offices, duration of operation, and legal representative of the Company

1. Company name

- Vietnamese name: **CÔNG TY CỔ PHẦN BẾN XE MIỀN TÂY**
- English name: **WEST COACH STATION JOINT STOCK COMPANY**
- Abbreviated name: **WEST COACH STATION**
- Logo:



2. The Company is a joint stock company with legal entity status in accordance with the current laws of Vietnam.
3. The registered head office of the Company is:
 - Address: 395 Kinh Duong Vuong Street, An Lac Ward, Ho Chi Minh City.
 - Telephone: 1900 73 73
 - Fax : (028) 3875 2853
 - Email:
 - Website: www.bxmt.com.vn
4. The General Director is the legal representative of the Company.
 - a) The legal representative of the Company is an individual representing the Company in exercising rights and performing obligations arising from transactions of the Company, and representing the Company as plaintiff, defendant, or person with related rights and obligations before Arbitration or the Court. The responsibilities of the legal representative shall comply with Article 13 of the Law on Enterprises and other rights and obligations prescribed by applicable laws.
 - b) The legal representative of the Company must reside in Vietnam and must authorize another person in writing to exercise the rights and obligations of the legal representative of the Company when exiting Vietnam.

c) In the event that the authorization expires and the legal representative of the Company has not returned to Vietnam and no other authorization has been granted, the authorized person shall continue to exercise the rights and obligations of the legal representative within the authorized scope until the legal representative returns to work or until the Board of Directors appoints another replacement person.

d) In the event that the legal representative is absent from Vietnam for more than 30 days without authorizing another person to exercise the rights and obligations of the legal representative of the Company, the Board of Directors shall appoint another person as the legal representative of the Company.

5. The Company may establish branches and representative offices within its business areas in order to achieve the Company's operational objectives in accordance with resolutions of the Board of Directors and within the scope permitted by law.

6. The duration of operation of the Company shall be 50 years from the date on which the Company is granted the Enterprise Registration Certificate, unless terminated prior to such term in accordance with Clause 2, Article 57 of this Charter or extended in accordance with Article 59 of this Charter.

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

Article 3. Operational objectives of the Company

1. The business lines and sectors of the Company are:

No.	Business Line	Industry Code
1	Installation of industrial machinery and equipment Details: Installation of electric charging stations	3320
2	Electricity generation from renewable energy sources Details: Generation and sale of electricity produced from solar energy to end users (excluding national power transmission and system operation)	3512
3	Transmission and distribution of electricity Details: Operation of charging stations for electric vehicles and electronic devices; sale of electricity to end users (excluding national power transmission and system operation)	3513
4	Construction of electrical power projects Details: Construction of electric charging stations	4221
5	Electrical installation Details: Installation of chargers for electric vehicles	4321
6	Agents, brokers and auctioneers of goods Details: Goods agents and brokers (excluding property auctions)	4610
7	Wholesale of motor vehicle parts and accessories	4662

No.	Business Line	Industry Code
8	Wholesale of solid, liquid and gaseous fuels and related products Details: Wholesale of petroleum products and fuels.	4671
9	Non-specialized wholesale trade	4690
10	Non-specialized retail trade with food, beverages, tobacco and tobacco products predominating	4711
11	Other non-specialized retail trade	4719
12	Retail sale of pharmaceuticals, medical devices, cosmetics and toilet articles	4772
13	Retail intermediary service activities	4790
14	Urban and suburban passenger road transport (excluding bus transport)	4931
15	Other road passenger transport Details: Intra-provincial and inter-provincial passenger services; passenger transport services under contracts.	4932
16	Freight transport by road (excluding transport of liquefied gas)	4933
17	Warehousing and storage Details: Storage and warehousing of goods in conventional warehouses and smart lockers/boxes for storage, delivery and receipt of goods.	5210
18	Cargo handling	5224
19	Direct support service activities for road transport Details: Operation, management and business of bus stations/terminals; management of parking areas and vehicle keeping services (within the bus station premises); provision of service facilities within the bus station; road rescue services.	5225 (Main business line)
20	Other supporting service activities related to transport Details: Authorized ticket sales for passenger transport enterprises by road; organizing ticket sales for passengers; arranging vehicles to enter the station for passenger pick-up and drop-off, ensuring order and safety.	5229
21	Intermediary service activities for passenger transport	5232
22	Hotels and similar accommodation Details: Provision of hourly and daily accommodation services for passengers within the bus station.	5510
23	Other food service activities Details: Provision of catering services for passengers, drivers, assistants and onboard service staff.	5629
24	Intermediary service activities for freight transport	5231
25	Postal activities	5310
26	Courier activities	5320
27	Intermediary service activities for postal and courier services	5330
28	Other short-term accommodation services	5520



No.	Business Line	Industry Code
29	Intermediary service activities for accommodation services	5530
30	Restaurants and mobile food service activities	5610
31	Other software publishing Details: Publishing software such as operating systems, business software, and other related applications (excluding publications)	5829
32	Other computer programming activities	6219
33	Computer consultancy and computer facilities management activities	6220
34	Other information technology and computer service activities	6290
35	Information technology infrastructure, data processing, hosting and related activities	6310
36	Web portals and other information service activities Details: E-commerce services	6390
37	Real estate business, land use rights owned by the enterprise, land users or leased Details: Leasing of parking areas, offices, ticket counters, business kiosks and sports courts built within the bus station.	6810
38	Business management consultancy and other management consultancy activities	7020
39	Scientific research and technological development in engineering and technology	7212
40	Advertising	7310
41	Other professional, scientific and technological activities not elsewhere classified	7499
42	Renting and leasing of sports and recreation equipment	7721
43	Travel agency activities	7911
44	Tour operator activities	7912
45	Other tourism-related activities	7990
46	Office administrative and support activities Details: Services for visa application, work permits, and temporary residence cards for foreigners on a fee and contract basis (excluding activities regulated under the Law on Lawyers)	8210
47	Activities related to calls	8220
48	Other remaining business support service activities not elsewhere classified	8299
49	Other amusement and recreation activities	9329
50	Repair and maintenance of motor vehicles Details: Car washing, maintenance and repair services	9531

- The operational objective of the Company is to build and maintain its brand while simultaneously expanding and developing in a synchronized manner other business sectors in which the Company has advantages, thereby creating a stable, long-term,

and sustainable foundation for development, maximizing profits, safeguarding the lawful rights and interests of shareholders, and fulfilling its obligations to the State.

Article 4. Business scope and operations

1. The Company is permitted to conduct business activities in the sectors and trades specified in this Charter, which have been registered, notified for changes with the business registration authority, and published on the National Enterprise Registration Portal. In cases where the Company engages in conditional business investment sectors, the Company must fully satisfy the business conditions in accordance with the Law on Investment and relevant specialized laws.
2. The Company may freely conduct business in sectors and trades not prohibited by law and approved by the General Meeting of Shareholders.

IV. CHARTER CAPITAL, SHARES, AND FOUNDING SHAREHOLDERS

Article 5. Charter capital, shares, and founding shareholders

1. The charter capital of the Company is VND 30,000,000,000 (Thirty billion Vietnamese Dong).

The total charter capital of the Company is divided into 3,000,000 shares with a par value of VND 10,000 per share.

2. The Company may change its charter capital upon approval by the General Meeting of Shareholders and in compliance with applicable laws.
3. As of the date of adoption of this Charter, all shares of the Company are ordinary shares. The rights and obligations of shareholders holding ordinary shares are provided in Articles 11 and 12.
4. The Company may issue other classes of preference shares upon approval by the General Meeting of Shareholders and in accordance with applicable laws.
5. Offering of shares

The offering of shares means the Company increases the number of shares authorized for offering and sells such shares during its operation in order to increase charter capital.

The Company may conduct share offerings in one of the following forms:

- a) Offering shares to existing shareholders.
- b) Public offering of shares.
- c) Private placement of shares.
- d) Other forms as decided by the General Meeting of Shareholders.

Ordinary shares must be offered first to existing shareholders in proportion to their respective ownership ratio of ordinary shares in the Company, unless otherwise decided by the General Meeting of Shareholders. The Company must notify shareholders of the share offering, and such notice must specify the number of shares offered and an appropriate subscription period (at least twenty (20) working days) for shareholders to register for purchase. Shares not fully subscribed by



shareholders shall be decided upon by the Board of Directors. The Board of Directors may distribute such shares to shareholders and other persons under conditions not more favorable than those offered to existing shareholders, unless otherwise approved by the General Meeting of Shareholders or otherwise provided by securities laws.

6. The Company may repurchase shares issued by itself (including redeemable preference shares) in accordance with the methods provided in this Charter and applicable laws.
7. The Company may issue other types of securities in accordance with applicable laws.

Article 6. Share Certificates

1. Shareholders of the Company shall be issued share certificates corresponding to the number and class of shares they own.
2. A share certificate is a type of security certifying the lawful rights and interests of its holder with respect to a portion of the share capital of the issuing organization. A share certificate must contain all contents prescribed in Clause 1, Article 121 of the Law on Enterprises.
3. Within thirty (30) days from the date on which the Vietnam Securities Depository and Clearing Corporation (hereinafter referred to as “VSDC”) notifies that it has received complete documents for the transfer of share ownership in accordance with the law, or within two (02) months (or such longer period as may be stipulated in the issuance terms) from the date of full payment for subscribed shares in accordance with the Company’s share issuance plan, the owner of such shares shall be issued a share certificate. Shareholders shall not be required to pay the Company any costs for printing share certificates.
4. In the event that a share certificate is lost, damaged, or otherwise destroyed, the shareholder shall be re-issued a share certificate at the request of such shareholder, provided that evidence of share ownership is presented and all related costs are paid to the Company. The shareholder’s request must include the following contents:
 - a) Information regarding the lost, damaged, or otherwise destroyed share certificate;
 - b) A commitment to bear responsibility for any disputes arising from the re-issuance of the new share certificate.
5. In the event that the Company cancels its securities registration at VSDC, the Company shall re-issue share certificates to shareholders within thirty (30) days from the effective date of the cancellation of securities registration as notified by VSDC.

Article 7. Other securities certificates

Bond certificates or other securities certificates issued by the Company shall bear the seal and signature of the legal representative of the Company.

Article 8. Transfer of shares

1. All shares may be freely transferred unless otherwise provided in this Charter or by law. Shares listed on the Stock Exchange shall be transferred in accordance with the laws on securities and the securities market.
2. Shares that have not been fully paid for may not be transferred and shall not enjoy related rights and benefits such as the right to receive dividends, the right to receive bonus shares issued from owners' equity, the right to purchase newly offered shares, and other rights and benefits in accordance with the law.

Article 9. Recovery of shares

1. In the event that a shareholder fails to fully and punctually pay the amount payable for subscribed shares, the Board of Directors shall notify and may request such shareholder to pay the outstanding amount together with interest thereon and any expenses incurred by the Company due to such failure to make full payment in accordance with regulations.
2. The above-mentioned payment notice must specify the new payment deadline (at least seven days from the date of dispatch of the notice), the place of payment, and clearly state that if payment is not made as required, the unpaid shares shall be subject to recovery.
3. The Board of Directors shall have the right to recover shares that have not been fully and punctually paid for if the requirements stated in the above notice are not fulfilled.
4. Recovered shares shall be deemed authorized shares available for offering. The Board of Directors may directly or authorize the sale, redistribution, or disposition of such recovered shares to the former holder or other persons under such conditions and methods as the Board of Directors deems appropriate.
5. Shareholders holding recovered shares must relinquish their status as shareholders with respect to such shares, but shall remain liable for the total par value of the subscribed shares with respect to the financial obligations of the Company arising at the time of recovery, in accordance with the decision of the Board of Directors, from the date of recovery until payment is made. The Board of Directors shall have full authority to decide on compulsory payment of the entire value of the shares at the time of recovery.
6. Notice of recovery shall be sent to the holder of the recovered shares prior to the recovery date. The recovery shall remain effective notwithstanding any error or negligence in sending such notice.

V. ORGANIZATIONAL STRUCTURE FOR MANAGEMENT, GOVERNANCE, AND SUPERVISION

Article 10. Organizational structure for management, governance, and supervision

The organizational structure for management, governance, and supervision of the Company includes:

1. The General Meeting of Shareholders;
2. The Board of Directors;

3. The General Director;
4. The Supervisory Board.

VI. SHAREHOLDERS AND THE GENERAL MEETING OF SHAREHOLDERS

Article 11. Rights of shareholders

1. Shareholders are the owners of the Company and shall have rights and obligations corresponding to the number and class of shares they own. Shareholders shall only be liable for the debts and other property obligations of the Company within the amount of capital contributed to the Company.
2. Ordinary shareholders shall have the following rights:
 - a) To attend and speak at meetings of the General Meeting of Shareholders and exercise voting rights directly or through authorized representatives or by other methods prescribed by the Company's Charter and applicable laws. Each ordinary share carries one voting right;
 - b) To receive dividends at the rate decided by the General Meeting of Shareholders;
 - c) To freely transfer their shares to others, except in the cases prescribed in Clause 3, Article 120 and Clause 1, Article 127 of the Law on Enterprises and other relevant legal provisions;
 - d) To be given priority in subscribing for new shares in proportion to their ownership ratio of ordinary shares in the Company;
 - e) To examine, search, and extract information regarding names and contact addresses in the list of voting shareholders; and to request correction of inaccurate information relating to themselves. The procedure for information provision is specified in detail in the Internal Regulations on Corporate Governance;
 - f) To examine, search, extract, or copy the Company's Charter, minutes of meetings of the General Meeting of Shareholders, and resolutions of the General Meeting of Shareholders. The procedure for information provision is specified in detail in the Internal Regulations on Corporate Governance;
 - g) Upon dissolution or bankruptcy of the Company, to receive a portion of the remaining assets corresponding to their shareholding ratio in the Company in accordance with the law;
 - h) To request the Company to repurchase their shares in cases prescribed in Article 132 of the Law on Enterprises;
 - i) To be treated equally. Each share of the same class shall grant its holder equal rights, obligations, and interests. In the event that the Company has classes of preference shares, the rights and obligations attached to such preference shares must be approved by the General Meeting of Shareholders and fully disclosed to shareholders;
 - j) To have full access to periodic and extraordinary information disclosed by the Company in accordance with the law;

- k) To have their lawful rights and interests protected; to request suspension or cancellation of resolutions and decisions of the General Meeting of Shareholders or the Board of Directors in accordance with the Law on Enterprises;
 - l) Other rights as provided by this Charter and applicable laws.
3. Shareholders or groups of shareholders owning 5% or more of the total ordinary shares shall have the following rights:
- a) To nominate candidates to the Board of Directors or the Supervisory Board in accordance with Clause 2, Article 24 and Clause 1, Article 39 of this Charter. Ordinary shareholders forming a group to nominate candidates to the Board of Directors and the Supervisory Board must notify attending shareholders of such grouping before the opening of the General Meeting of Shareholders;
 - b) To request the Board of Directors to convene a General Meeting of Shareholders in accordance with Clause 3, Article 115 and Article 140 of the Law on Enterprises;
 - c) To examine, search, extract minutes, resolutions, and decisions of the Board of Directors, semi-annual and annual financial statements, reports of the Supervisory Board, contracts and transactions subject to approval by the Board of Directors, and other documents, except documents relating to trade secrets and business secrets of the Company. The procedure for information provision is specified in detail in the Internal Regulations on Corporate Governance;
 - d) To request the Supervisory Board to inspect specific matters relating to the management and operation of the Company when deemed necessary. Such request must be made in writing and include the following contents: full name, contact address, nationality, legal document number of the individual shareholder; name, enterprise code or legal document number, and head office address of the organizational shareholder; number of shares and registration date of shares of each shareholder, total number of shares of the shareholder group and ownership ratio in the total shares of the Company; matters to be inspected and purposes of inspection;
 - e) To propose matters for inclusion in the agenda of the General Meeting of Shareholders. Such proposal must be made in writing and sent to the Company no later than five (05) working days before the opening date of the meeting. The proposal must specify the shareholder's name, number of each class of shares held by the shareholder, and the matter proposed for inclusion in the meeting agenda;
 - f) Other rights as prescribed by law and this Charter.

Article 12. Obligations of shareholders

Ordinary shareholders shall have the following obligations:

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

2. To attend meetings of the General Meeting of Shareholders and exercise voting rights directly at the meeting, through authorized representatives attending and voting at the meeting, or through other methods (participating and voting via online conferences, electronic voting, or other electronic means; sending voting ballots to the meeting by mail, fax, or email). Shareholders may authorize members of the Board of Directors to represent them at meetings of the General Meeting of Shareholders;
3. To fully and punctually pay for subscribed shares in accordance with regulations;
4. To provide accurate addresses when subscribing for shares;
5. Not to withdraw contributed capital in the form of ordinary shares from the Company by any means, except where shares are repurchased by the Company or another person. In the event that a shareholder withdraws part or all of the contributed share capital in violation of this Clause, such shareholder and related interested persons in the Company shall be jointly liable for the debts and other property obligations of the Company within the value of the withdrawn shares and any resulting damages.
6. To maintain confidentiality of information provided by the Company in accordance with the Company's Charter and applicable laws; to use such information only for exercising and protecting their lawful rights and interests; and strictly prohibited from disseminating, copying, or forwarding information provided by the Company to other organizations or individuals;
7. To bear personal responsibility when acting in the name of the Company in any form to carry out one of the following acts:
 - a) Violating the law;
 - b) Conducting business or other transactions for personal gain or for the benefit of other organizations or individuals;
 - c) Paying debts not yet due in the presence of financial risks to the Company.
8. Major shareholders shall have obligations of shareholders as prescribed by the Law on Enterprises and, in addition, must ensure compliance with the following obligations:
 - a) Not to abuse their advantages to adversely affect the rights and interests of the Company and other shareholders in accordance with the law and the Company's Charter;
 - b) To disclose information in accordance with the law.
9. To fulfill other obligations in accordance with applicable laws.
10. In the event that shareholders change their legal documents (individual or organizational), the following procedures shall apply:
 - For non-depository shareholders: shareholders must promptly contact the Company for guidance on procedures to amend and update changed information.
 - For depository shareholders: shareholders must promptly contact the securities company to update changed information in the securities depository system.

The Company shall not be responsible for implementing shareholders' rights and interests arising in cases where shareholders fail to promptly notify or update legal document information as prescribed; or where the Company is unable to contact shareholders due to inaccurate contact addresses or failure by shareholders to notify updates upon changes.

Article 13. General Meeting of Shareholders

1. The General Meeting of Shareholders consists of all shareholders having voting rights and is the highest decision-making body of the Company. The General Meeting of Shareholders shall hold an annual meeting once each year within four (04) months from the end of the fiscal year. The Board of Directors may decide to extend the convening of the Annual General Meeting of Shareholders where necessary, but not exceeding six (06) months from the end of the fiscal year. In addition to the annual meeting, the General Meeting of Shareholders may hold extraordinary meetings. The meeting location of the General Meeting of Shareholders shall be determined as the place where the chairperson attends the meeting and must be within the territory of Vietnam.
2. The Board of Directors shall convene the Annual General Meeting of Shareholders and select an appropriate venue. The Annual General Meeting of Shareholders shall decide on matters as prescribed by law and the Company's Charter, particularly the approval of the audited annual financial statements. In the event that the audit report on the Company's annual financial statements contains material exceptions, adverse audit opinions, or disclaimer opinions, the Company must invite a representative of the approved audit organization that conducted the audit of the Company's financial statements to attend the Annual General Meeting of Shareholders, and such representative of the approved audit organization shall be responsible for attending the Company's Annual General Meeting of Shareholders.
3. The Board of Directors must convene an Extraordinary General Meeting of Shareholders in the following cases:
 - a) The Board of Directors considers it necessary for the interests of the Company;
 - b) The quarterly, semi-annual financial statements, or the audited annual financial statements reflect that the owners' equity has decreased by one-half (1/2) compared to the beginning of the period;
 - c) The remaining number of members of the Board of Directors or the Supervisory Board is fewer than the minimum number prescribed by law;
 - d) Upon request of shareholders or groups of shareholders specified in Clause 3, Article 11 of this Charter; the request for convening a General Meeting of Shareholders must be made in writing, clearly stating the reasons and purposes of the meeting and other contents as prescribed in Clause 4, Article 115 of the Law on Enterprises, bearing sufficient signatures of relevant shareholders, or the request document may be made in several copies and contain all signatures of related shareholders;
 - e) Upon request of the Supervisory Board;

f) Other cases as prescribed by law and this Charter.

4. Convening an Extraordinary General Meeting of Shareholders:

a) The Board of Directors must convene the General Meeting of Shareholders within thirty (30) days from the date on which the remaining number of members of the Board of Directors or the Supervisory Board falls below the number specified in Point c, Clause 3 of this Article, or from the date of receipt of the requests specified in Points d and e, Clause 3 of this Article.

b) If the Board of Directors fails to convene the General Meeting of Shareholders in accordance with Point a, Clause 4 of this Article, then within the following thirty (30) days, the Supervisory Board must replace the Board of Directors in convening the General Meeting of Shareholders in accordance with Clause 3, Article 140 of the Law on Enterprises.

c) If the Supervisory Board fails to convene the General Meeting of Shareholders in accordance with Point b, Clause 4 of this Article, then the shareholder(s) or group of shareholders making the request specified in Point c, Clause 3 of this Article shall have the right to represent the Company in convening the General Meeting of Shareholders in accordance with the Law on Enterprises.

In such case, the shareholder(s) or group of shareholders convening the General Meeting of Shareholders may request the business registration authority to supervise the order and procedures for convening, conducting the meeting, and issuing resolutions of the General Meeting of Shareholders if deemed necessary. All expenses for convening and conducting the General Meeting of Shareholders shall be reimbursed by the Company. Such expenses shall not include costs incurred by shareholders when attending the General Meeting of Shareholders, including accommodation and travel expenses.

d) Procedures for organizing the General Meeting of Shareholders shall comply with Clause 5, Article 140 of the Law on Enterprises and the provisions of the Company's Charter.

Article 14. Rights and obligations of the General Meeting of Shareholders

1. The General Meeting of Shareholders shall have the following rights and obligations:

a) To approve the development orientation of the Company;

b) To decide on the classes of shares and the total number of shares of each class authorized for offering; and to decide the annual dividend rate for each class of shares;

c) To elect, dismiss, and remove members of the Board of Directors and members of the Supervisory Board;

d) To decide on investments or the sale of assets with a value equal to or greater than 35% of the total asset value recorded in the latest financial statements of the Company;

e) To decide on amendments and supplements to the Company's Charter;

- f) To approve the annual financial statements;
 - g) To decide on the repurchase of more than 10% of the total sold shares of each class;
 - h) To review and handle violations committed by members of the Board of Directors or 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, bonuses, and other benefits for the Board of Directors and the Supervisory Board;
 - k) To approve the Internal Corporate Governance Regulations and the 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 conducting audits of the Company's operations; and to dismiss approved auditors when deemed necessary;
 - m) Other rights and obligations as prescribed by law and the Company's Charter.
2. The General Meeting of Shareholders shall discuss and approve the following matters:
- a) The Company's annual business plan;
 - b) The audited annual financial statements;
 - c) Reports of the Board of Directors on corporate governance and the operational results of the Board of Directors and each member thereof;
 - d) Reports of the Supervisory Board on the Company's business results and on the performance of the Board of Directors and the Chief Executive Officer;
 - e) Self-assessment reports on the operational results of the Supervisory Board and each member thereof;
 - f) Dividend levels for each share of each class;
 - g) The number of members of the Board of Directors and the Supervisory Board;
 - h) The election, dismissal, and removal of members of the Board of Directors and members of the Supervisory Board;
 - i) The budget or total remuneration, bonuses, and other benefits for the Board of Directors and the Supervisory Board;
 - j) Approval of the list of approved audit firms; and decision on the approved audit firm conducting inspections of the Company's operations when deemed necessary;
 - k) Decisions on amendments and supplements to the Company's Charter;
 - l) Classes of shares and the number of newly issued shares for each class of shares;
 - m) Division, separation, consolidation, merger, or conversion of the Company;

- n) Reorganization and dissolution (liquidation) of the Company and appointment of liquidators;
- o) Decisions on investments or sale of assets with a value equal to or greater than 35% of the total asset value recorded in the latest financial statements of the Company;
- p) Decisions on the repurchase of more than 10% of the total sold shares of each class;
- q) Approval of contracts and transactions entered into by the Company with entities specified in Clause 1, Article 167 of the Law on Enterprises with a value equal to or greater than 35% of the total asset value of the Company recorded in the latest financial statements;
- r) Approval of transactions specified in Clause 4, Article 293 of Decree No. 155/2020/ND-CP dated December 31, 2020 of the Government detailing the implementation of a number of articles of the Law on Securities, specifically:
 - i. Granting loans or guarantees to members of the Board of Directors, members of the Supervisory Board, the Chief Executive Officer, other managers who are not shareholders, and related individuals or organizations of such persons;

In the case of granting loans or guarantees granted to organizations related to members of the Board of Directors, members of the Supervisory Board, the General Director, or other managers, where the Company and such organizations are companies (except where such organization is a shareholder of a public company as provided for in Clause 2, Article 293 of Decree No. 155/2020/ND-CP) within the same group of companies or operating under a group structure, including a parent company–subsidiary relationship or an economic group, such transactions must be approved by the General Meeting of Shareholders in accordance with the Company's Charter.
 - ii. Transactions valued at 35% or more, or transactions resulting in the aggregate transaction value 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, between the Company and one of the following entities:
 - Members of the Board of Directors, members of the Supervisory Board, the Chief Executive Officer, other managers, and their related persons;
 - Shareholders and authorized representatives of shareholders owning more than 10% of the total ordinary shares of the Company and their related persons;
 - Enterprises that members of the Board of Directors, Controllers, the Chief Executive Officer, and other managers of the Company are required to declare in accordance with Clause 2, Article 164 of the Law on Enterprises.
 - iii. Loan agreements and asset sale transactions with a value exceeding 10% of the total asset value recorded 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.

- s) Approval of the Internal Corporate Governance Regulations, Operational Regulations of the Board of Directors, and Operational Regulations of the Supervisory Board;
 - t) Decisions on and approval of other matters in accordance with this Charter and other regulations of the Company;
 - u) Other matters as prescribed by law and this Charter.
3. Matters approved in previous resolutions of the General Meeting of Shareholders but not yet implemented must be reported by the Board of Directors at the nearest annual meeting of the General Meeting of Shareholders. In cases where there are changes to matters falling within the authority of the General Meeting of Shareholders, the Board of Directors must submit such matters to the nearest General Meeting of Shareholders for approval prior to implementation.
4. Shareholders shall not participate in voting in the following cases:
- a) Approval of contracts specified in Clause 2, Article 14 where such shareholder or the related person of such shareholder is a party to the contract;
 - b) Repurchase of shares of such shareholder or related persons thereof, except where the repurchase is conducted proportionally among all shareholders or through order matching on the Stock Exchange or public tender offer in accordance with the law.
5. All resolutions and matters included in the meeting agenda must be discussed and voted on at the General Meeting of Shareholders.

Article 15. Authorization to Attend the General Meeting of Shareholders

1. A shareholder or an authorized representative of an institutional shareholder may attend the meeting in person or authorize one or more individuals or organizations to attend the meeting, or attend the meeting through one of the methods prescribed in Clause 3, Article 144 of the Law on Enterprises.

For institutional shareholders holding 10% or more of the total ordinary shares, they may authorize up to three (03) representatives to attend the meeting.

In cases where there is more than one authorized representative, the number of shares and voting rights authorized to each representative must be specifically determined. If the number of shares and votes corresponding to each authorized representative is not specifically determined, the shares and votes shall be equally divided among the authorized representatives, and any fractional shares (if any) shall be allocated in alphabetical order of the authorized representatives' names.

2. The authorization of an individual or organization to attend the General Meeting of Shareholders in accordance with Clause 1 of this Article must be made in writing. The authorization document shall be prepared in accordance with civil law and must clearly state the name of the authorizing shareholder, the name of the authorized individual or organization, the number of authorized shares, contents and scope of



authorization, term of authorization, and signatures of both the authorizing and authorized parties. The authorized person may not further authorize another person.

The authorized attendee of the General Meeting of Shareholders must submit the authorization document upon registration for attendance. In the 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 it has not previously been registered with the Company).

3. Voting ballots of authorized attendees within the scope of authorization shall remain valid in any of the following cases:
 - a) The authorizing person has died, has limited civil act capacity, or has lost civil act capacity;
 - b) The authorizing person has revoked the appointment of authorization;
 - c) The authorizing person has revoked the authority of the person performing the authorization.

This provision shall not apply if the Company receives notice of one of the above events before the opening time of the General Meeting of Shareholders or before the reconvened meeting.

Article 16. Amendment of Rights

1. Any amendment or cancellation of special rights attached to a class of preference shares shall be effective when approved by shareholders representing 65% or more of the total voting shares of all attending shareholders. A resolution of the General Meeting of Shareholders that adversely changes the rights and obligations of shareholders owning preference shares shall only be approved if it is consented to by shareholders of the same class of preference shares attending the meeting and representing at least 75% of the total preference shares of such class, or by shareholders owning at least 75% of the total preference shares of such class in the case of written resolution voting.
2. A meeting of shareholders holding a class of preference shares to approve the amendment of the above rights shall only be valid when attended by at least two (02) shareholders (or their authorized representatives) holding at least one-third (1/3) of the total par value of the issued shares of such class. If the required quorum is not met, the meeting shall be reconvened within thirty (30) days thereafter, and the holders of such class of shares attending in person or through authorized representatives, regardless of the number of attendees and shares represented, shall constitute a valid quorum. At such meetings, holders of such class of shares attending in person or through representatives may request secret ballot voting. Each share of the same class shall carry equal voting rights at such meetings.
3. Procedures for conducting such separate meetings shall be implemented similarly to the provisions of Articles 18, 19, and 20 of this Charter.
4. Unless otherwise provided in the share issuance terms, special rights attached to classes of shares having preferential rights concerning the distribution of profits or

assets of the Company shall not be changed when the Company issues additional shares of the same class.

Article 17. Convening Meetings, Meeting Agenda, and Notice of Invitation to 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 specified in Clause 3, Article 13 of this Charter.
2. The person convening the General Meeting of Shareholders must perform the following tasks:
 - a) Prepare the list of shareholders eligible to attend 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 ten (10) days before the date of sending the notice of invitation to the meeting. The Company must disclose information regarding the preparation of the list of shareholders entitled to attend the General Meeting of Shareholders at least twenty (20) days before the record date;
 - b) Provide information and resolve complaints relating to the shareholder list;
 - c) Prepare the meeting agenda and contents;
 - d) Prepare documents for the meeting;
 - e) Draft resolutions of the General Meeting of Shareholders according to the proposed meeting agenda; prepare the list and detailed information of candidates in the case of election of members of the Board of Directors and members of the Supervisory Board (if any);
 - f) Determine the time and venue for the meeting;
 - g) Notify and send invitations to all shareholders entitled to attend the meeting;
 - h) Perform other tasks serving the meeting.
3. Notices of invitation to the General Meeting of Shareholders shall be sent to all shareholders by methods ensuring delivery to the shareholders' contact addresses, and simultaneously published on the Company's website, the State Securities Commission, and the Stock Exchange where the Company's shares are listed. The convener of the General Meeting of Shareholders must send invitations to all shareholders in the list of shareholders entitled to attend the meeting at least twenty-one (21) days before the opening date of the General Meeting of Shareholders (counted from the date the notice is duly sent or dispatched). The meeting agenda and documents relating to matters to be voted on at the meeting shall be sent to shareholders and/or posted on the Company's website. In cases where the documents are not enclosed with the meeting invitation, the invitation notice must clearly state the link to all meeting documents so that shareholders may access them, including:
 - a) Meeting agenda and documents used at the meeting;
 - b) List and detailed information of candidates in the election of members of the Board of Directors and members of the Supervisory Board (if any);

- c) Voting ballots;
 - d) Draft resolutions for each matter in the meeting agenda.
4. Shareholders or groups of shareholders referred to in Clause 3, Article 11 of this Charter shall have the right to propose matters for inclusion in the agenda of the General Meeting of Shareholders. Such proposals must be made in writing and sent to the Company no later than five (05) working days before the opening date of the General Meeting of Shareholders. The proposal must include the shareholder's name, permanent address, nationality, Citizen Identification Card number, passport or other lawful personal identification documents for individual shareholders; name, enterprise code or establishment decision number, and head office address for institutional shareholders; the number and class of shares held; and the matter proposed for inclusion in the meeting agenda.
 5. The convener of the General Meeting of Shareholders has the right to reject the proposal specified in Clause 4 of this Article in any of the following cases:
 - a) The proposal is not submitted within the prescribed time limit or does not contain sufficient or proper contents as prescribed in 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 total ordinary shares as prescribed in Clause 3, Article 11 of this Charter;
 - c) The proposed matter does not fall within the decision-making authority of the General Meeting of Shareholders.
 6. The convener of the General Meeting of Shareholders must accept and include the proposals specified in Clause 4 of this Article in the proposed meeting agenda and contents, except for the cases specified in Clause 5 of this Article; the proposal shall be officially added to the meeting agenda and contents if approved by the General Meeting of Shareholders.

Article 18. Conditions for Conducting a General Meeting of Shareholders

1. A General Meeting of Shareholders shall be conducted when the attending shareholders represent more than 50% of the total voting shares.
2. In the event that the first meeting does not satisfy the conditions for convening as prescribed in Clause 1 of this Article, the notice for the second meeting must be sent within thirty (30) days from the intended date of the first General Meeting of Shareholders. The second General Meeting of Shareholders shall be conducted when the attending shareholders represent at least 33% of the total voting shares.
3. In the event that the second meeting does not satisfy the conditions for convening as prescribed in Clause 2 of this Article, the notice for the third meeting must be sent within twenty (20) days from the intended date of the second meeting. The third General Meeting of Shareholders shall be conducted regardless of the total voting shares represented by the attending shareholders.
4. Upon the proposal of the chairperson, the General Meeting of Shareholders may decide to amend the meeting agenda enclosed with the meeting invitation in accordance with Clause 3 Article 17 of this Charter.

Article 19. Procedures for Conducting Meetings and Voting at the General Meeting of Shareholders

1. Before the opening of the meeting, the Company must carry out shareholder registration procedures and continue registration until all eligible attending shareholders have completed registration in the following order:
 - a) Upon registration, the Company shall issue to each shareholder or authorized representative entitled to vote a voting ballot and/or voting card stating the registration number, full name of the shareholder, full name of the authorized representative (if necessary), and the number of voting rights of such shareholder.
 - b) Shareholders or authorized representatives arriving after the opening of the meeting shall have the right to register immediately and thereafter participate in and vote at the meeting immediately after registration. The chairperson shall not be responsible for suspending the meeting to allow late attendees to register, and the validity of matters voted on prior thereto shall remain unchanged.
2. The election of the chairperson, secretary, vote-counting committee, and shareholder/delegate eligibility verification committee 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 act as chairperson of the General Meeting of Shareholders convened by the Board of Directors. In the absence of the Chairperson or where the Chairperson is temporarily unable to work, the remaining members of the Board of Directors shall elect one among themselves as chairperson by majority principle. If no chairperson can be elected, the Head of the Supervisory Board shall preside over the election of the chairperson by the General Meeting of Shareholders from among the attendees, and the person receiving the highest number of votes shall act as chairperson.
 - b) Except for the case specified in Point a of this Clause, the person signing the notice convening the General Meeting of Shareholders shall preside over the election of the chairperson by the General Meeting of Shareholders, and the person receiving the highest number of votes shall act as chairperson.
 - c) The chairperson shall appoint one or more persons as meeting secretaries, and the convener of the General Meeting of Shareholders shall appoint one or more persons to participate in the Shareholder/Delegate Eligibility Verification Committee to serve 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.
3. The meeting agenda and contents must be approved by the General Meeting of Shareholders at the opening session. The agenda must specify the time allocated for each matter in the meeting agenda.
4. The chairperson shall have the right to implement necessary and reasonable measures to conduct the General Meeting of Shareholders in an orderly manner, in accordance with the approved agenda, and reflecting the wishes of the majority of attendees.

- a) Arrange seating at the venue of the General Meeting of Shareholders;
- b) Ensure the safety of all persons present at the meeting venue;
- c) Facilitate shareholders to attend (or continue attending) the meeting.

The convener of the General Meeting of Shareholders shall have full authority to amend the above measures and apply all necessary measures. Such measures may include the issuance of admission cards or the use of other selection methods.

5. The General Meeting of Shareholders shall discuss and vote on each matter in the agenda. Voting shall be conducted by votes in favor, against, or abstention. The vote-counting results shall be announced by the chairperson immediately before the closing of the meeting (except in cases of force majeure).
6. The convener or chairperson of the General Meeting of Shareholders shall have the following rights:
 - a) To require all attendees to comply with inspection procedures or other lawful and reasonable security measures;
 - b) To request competent authorities to maintain order at the meeting; and to expel persons who fail to comply with the chairperson's authority, intentionally disrupt order, obstruct the normal progress of the meeting, or fail to comply with security inspection requirements.
7. The chairperson shall have the right to postpone a General Meeting of Shareholders for which sufficient attendees have registered for no more than three (03) working days from the scheduled opening date, and may only postpone the meeting or change the venue in the following cases:
 - a) The meeting venue does not have sufficient seating capacity for all attendees;
 - b) Communication facilities at the meeting venue do not ensure that attending shareholders may participate, discuss, and vote;
 - c) There are attendees obstructing or disrupting order, posing a risk that the meeting cannot be conducted fairly and lawfully.
8. In the event that the chairperson postpones or suspends the General Meeting of Shareholders contrary to 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 adopted at such meeting shall remain valid and enforceable.
9. Where the Company applies modern technology to organize the General Meeting of Shareholders via online meeting, the Company shall be responsible for ensuring that shareholders may attend and vote through electronic voting or other electronic means in accordance with Article 144 of the Law on Enterprises and Clause 3 Article 273 of Decree No. 155/2020/ND-CP dated December 31, 2020 of the Government detailing the implementation of a number of articles of the Law on Securities.

Article 20. Conditions for Adoption of Resolutions of the General Meeting of Shareholders

1. Resolutions on the following matters shall be adopted if approved by shareholders representing at least 65% of the total votes of all shareholders attending and voting at the General Meeting of Shareholders, except as provided for in Clauses 3 and 4 of this Article:
 - a) Classes of shares and the total number of shares of each class;
 - b) Changes to business lines, trades, and sectors;
 - c) Changes to the Company's management organizational structure;
 - d) Investment projects or sale of assets valued at 35% or more of the total asset value recorded in the latest financial statements of the Company;
 - e) Reorganization or dissolution of the Company.
2. Other resolutions shall be adopted when approved by shareholders representing more than 50% of the total votes of all shareholders attending and voting at the General Meeting of Shareholders, except for the cases specified in Clauses 1, 3, and 4 of this Article.
3. Voting for members of the Board of Directors and the Supervisory Board must be conducted by cumulative voting method, whereby each shareholder shall have a total number of votes corresponding to the total number of shares owned multiplied by the number of members to be elected to the Board of Directors or Supervisory Board, and shareholders may allocate all or part of their total votes to one or more candidates. Elected members of the Board of Directors or Supervisors shall be determined based on votes from highest to lowest until the required number of members prescribed in the Company Charter is filled. In the event that two (02) or more candidates receive an equal number of votes for the final seat on the Board of Directors or Supervisory Board, a re-election shall be conducted among the tied candidates or selection shall be made according to criteria prescribed in the election regulations or the Company Charter.
4. In the event that a resolution is adopted by written opinion collection, the resolution of the General Meeting of Shareholders shall be adopted if approved by shareholders representing more than 50% of the total voting shares of all shareholders entitled to vote.
5. Resolutions of the General Meeting of Shareholders must be notified to shareholders entitled to attend the General Meeting of Shareholders within fifteen (15) days from the date of adoption; where the Company has a website, the sending of resolutions may be replaced by posting them on the Company's website.
6. Resolutions of the General Meeting of Shareholders adopted by 100% of the total voting shares shall be lawful and immediately effective even if the order and procedures for convening the meeting and adopting such resolutions violate the provisions of the Law on Enterprises and the Company Charter.

Article 21. Authority and Procedures for Collecting Shareholders' Written Opinions for Adoption of Resolutions of the General Meeting of Shareholders

The authority and procedures for collecting shareholders' written opinions for the adoption of resolutions of the General Meeting of Shareholders shall be implemented as follows:

1. The Board of Directors shall have the right to collect shareholders' written opinions on all matters falling within the authority of the General Meeting of Shareholders whenever deemed necessary for the interests of the Company, except for decisions on the reorganization or dissolution of the Company.
2. The Board of Directors must prepare opinion collection ballots, draft resolutions of the General Meeting of Shareholders, explanatory documents for the draft resolutions, and send them to all shareholders entitled to vote no later than ten (10) days before the deadline for returning the opinion ballots. The requirements and methods for sending the opinion ballots and accompanying documents shall comply with Clause 3 Article 17 of this Charter.
3. An opinion collection ballot must contain the following principal contents:
 - a) Name, address of the head office, and enterprise code of the Company;
 - b) Purpose of the opinion collection;
 - c) Full name, contact address, nationality, and legal document number of an individual shareholder; name, enterprise code or legal document number, and head office address of an organizational shareholder; or full name, contact address, nationality, and legal document number of the representative of an organizational shareholder; number of shares of each class and voting rights of the shareholder;
 - d) Matters to be voted on for approval;
 - e) Voting options including approval, disapproval, and abstention for each matter;
 - f) Deadline for returning the completed opinion ballots to the Company;
 - g) Full name and signature of the Chairperson of the Board of Directors.
4. Shareholders may return completed opinion ballots to the Company by mail, fax, or email in accordance with the following provisions:
 - a) In the case of mail delivery, the completed opinion ballot must bear the signature of the individual shareholder, the authorized representative, or the legal representative of the organizational shareholder. Ballots sent to the Company must be enclosed in sealed envelopes and must not be opened before vote counting.
 - b) In the case of fax or email delivery, the opinion ballots sent to the Company must be kept confidential until the time of vote counting.
 - c) Opinion ballots received after the deadline specified in the ballot contents, or ballots opened before vote counting in the case of mail delivery, or disclosed before vote counting in the case of fax or email delivery, shall be deemed

invalid. Opinion ballots not returned to the Company shall be deemed as non-voting ballots.

5. The Board of Directors shall conduct vote counting and prepare the vote-counting minutes under the supervision of the Supervisory Board or shareholders who do not hold managerial positions in the Company. The vote-counting minutes must contain the following principal contents:
 - a) Name, address of the head office, and enterprise code of the Company;
 - b) Purpose and matters subject to opinion collection for resolution adoption;
 - c) Number of shareholders and total voting rights participating in the voting, specifying the number of valid and invalid votes and the methods of submission, together with an appendix listing participating shareholders;
 - d) Total votes in favor, against, and abstentions for each matter;
 - e) Matters approved and the corresponding approval ratios;
 - f) Full names and signatures of the Chairperson of the Board of Directors, vote-counting supervisors, and vote counters.

Members of the Board of Directors, vote counters, and vote-counting supervisors shall be jointly liable for the truthfulness and accuracy of the vote-counting minutes and jointly liable for any damages arising from resolutions adopted due to dishonest or inaccurate vote counting.

6. The vote-counting minutes and resolutions must be sent to shareholders within fifteen (15) days from the completion date of vote counting. The sending of the vote-counting minutes and resolutions may be replaced by posting them on the Company's website within twenty-four (24) hours from the completion of vote counting.
7. Completed opinion ballots, vote-counting minutes, adopted resolutions, and related documents enclosed with the opinion ballots must be retained at the Company's head office.
8. A resolution of the General Meeting of Shareholders adopted by written opinion collection shall be valid if approved by shareholders representing more than 50% of the total voting rights of all shareholders entitled to vote and shall have the same validity as a resolution adopted at a meeting of the General Meeting of Shareholders.

Article 22. Resolutions and Minutes of Meetings of the General Meeting of Shareholders

1. Meetings of the General Meeting of Shareholders must be recorded in minutes and may also be audio-recorded or recorded and stored in other electronic forms. The minutes must be prepared in Vietnamese and may additionally be prepared in a foreign language, and must contain the following principal contents:
 - a) Name, address of the head office, and enterprise code of the Company;
 - b) Time and venue of the General Meeting of Shareholders;
 - c) Meeting agenda and contents of the meeting;



- d) Full names of the chairperson and secretary;
 - e) Summary of the meeting proceedings and opinions expressed at the General Meeting of Shareholders regarding each matter in the agenda;
 - f) Number of shareholders and total voting rights of attending shareholders, attached with the registration list of shareholders and shareholder representatives attending the meeting together with the corresponding number of shares and voting rights;
 - g) Total votes for each matter, clearly stating the voting method, total valid votes, invalid votes, votes in favor, against, and abstentions, and the corresponding percentages of the total voting rights of attending shareholders;
 - h) Matters approved and the corresponding approval ratios;
 - i) Full names and signatures of the chairperson and secretary. In the event that the chairperson or secretary refuses to sign the meeting minutes, such minutes shall remain valid if signed by all other attending members of the Board of Directors and containing all contents as prescribed in this Clause. The minutes must clearly state the refusal of the chairperson and secretary to sign.
2. The minutes of the General Meeting of Shareholders must be completed and approved before the closing of the meeting. The chairperson, secretary, and other signatories of the meeting minutes shall be jointly liable for the truthfulness and accuracy of the contents of the minutes.
 3. Minutes prepared in Vietnamese and in a foreign language shall have equal legal validity. In the event of discrepancies between the Vietnamese and foreign-language versions, the Vietnamese version shall prevail.
 4. Resolutions and meeting minutes of the General Meeting of Shareholders, appendices containing the list of attending shareholders with shareholders' signatures, powers of attorney for meeting attendance, all attachments to the minutes (if any), and documents enclosed with the meeting invitation must be retained at the Company's head office. The meeting minutes of the General Meeting of Shareholders must be sent to all shareholders within fifteen (15) days from the end of the meeting; the sending of the meeting minutes may be replaced by posting them on the Company's website. Minutes and resolutions of the General Meeting of Shareholders must be disclosed in accordance with the laws on information disclosure in the securities market.
 5. Resolutions of the General Meeting of Shareholders shall take effect from the date of adoption or from the effective date specified therein. In the event that a shareholder or group of shareholders requests the Court or Arbitration to annul a resolution of the General Meeting of Shareholders in accordance with Article 151 of the Law on Enterprises, such resolution shall remain effective until the decision annulling such resolution issued by the Court or Arbitration takes legal effect, except where interim emergency measures are applied pursuant to a decision of a competent authority.

Article 23. Request for Cancellation of Resolutions of the General Meeting of Shareholders

Within ninety (90) days from the date of receipt of the resolution or minutes of the General Meeting of Shareholders, or the vote-counting minutes of the written opinion collection of the General Meeting of Shareholders, shareholders or groups of shareholders specified in Clause 3 Article 11 of this Charter shall have the right to request the Court or Arbitration to review and cancel the resolution or part of the contents of the resolution of the General Meeting of Shareholders in the following cases:

1. The order and procedures for convening the meeting and adopting resolutions of the General Meeting of Shareholders seriously violate the provisions of the Law on Enterprises and the Company Charter, except for the case specified in Clause 6 Article 20 of this Charter.
2. The contents of the resolution violate the law or this Charter.

VII. BOARD OF DIRECTORS

Article 24. Nomination and Candidacy for Members of the Board of Directors

1. In cases where candidates for the Board of Directors have been identified, the Company must disclose information relating to such candidates at least ten (10) days prior to the opening date of the General Meeting of Shareholders on the Company's website so that shareholders may review the candidates before voting. Candidates for the Board of Directors must provide written commitments regarding the truthfulness and accuracy of the disclosed personal information and must undertake to perform their duties honestly, prudently, and in the best interests of the Company if elected as members of the Board of Directors. Information relating to candidates for the Board of Directors to be disclosed includes:
 - a) Full name, date of birth;
 - b) Professional qualifications;
 - c) Employment history;
 - d) Other managerial positions held (including positions on the boards of directors of other companies);
 - e) Interests related to the Company and related parties of the Company;
 - f) Other information as prescribed in the Internal Corporate Governance Regulations or Election Regulations (if any);
 - g) The Company shall be responsible for disclosing information about companies in which the candidate currently holds the position of member of the Board of Directors, other managerial positions, and interests related to such companies of the candidate for the Board of Directors (if any).
2. Shareholders or groups of shareholders owning from 5% or more of the total ordinary shares shall have the right to nominate candidates to the Board of Directors. Shareholders or groups of shareholders owning from 5% to less than 10% of the total voting shares may nominate one (01) candidate; from 10% to less than

30% may nominate up to two (02) candidates; from 30% to less than 50% may nominate up to three (03) candidates; from 50% to less than 65% may nominate up to four (04) candidates; and from 65% or more may nominate a sufficient number of candidates.

3. In the event that the number of candidates for the Board of Directors nominated and self-nominated remains insufficient, the incumbent Board of Directors may introduce additional candidates or organize nominations in accordance with the Internal Corporate Governance Regulations and the Operational Regulations 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.
4. Members of the Board of Directors must satisfy the criteria and conditions prescribed in Clauses 1 and 2 Article 155 of the Law on Enterprises and Clause 4 Article 25 of this Charter.
5. In the event of collecting shareholders' opinions in writing, the Company shall disclose information on the timeline for receiving applications for nomination and candidacy for members of the Board of Directors no later than seven (07) days before the deadline for submission of nomination and candidacy applications. The submission deadline shall be decided by the Board of Directors. Candidates and nominating shareholders must ensure compliance with the criteria and conditions prescribed by law and the Company Charter, and shall be responsible for submitting complete and timely nomination and candidacy dossiers in accordance with the Company's notice. Notification of dossiers failing to meet requirements (if any) shall be made by electronic mail (email).

Upon expiry of the submission deadline for nomination and candidacy dossiers, the Company shall finalize the list of qualified candidates. The list and related information of qualified candidates shall be disclosed at least ten (10) days prior to the deadline for returning shareholders' opinion ballots. After the publication of the list of candidates in accordance with regulations, the Company shall not accept any supplementary nomination or candidacy dossiers for that opinion collection round.

Article 25. Composition and Term of Office of Members of the Board of Directors

1. The Board of Directors shall consist of five (05) members.
2. The term of office of a member of the Board of Directors shall not exceed five (05) years and members 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. In the event that all members of the Board of Directors simultaneously complete their terms of office, such members shall continue to act as members of the Board of Directors until new members are elected to replace them and assume their duties.
3. The structure of the Board of Directors shall be as follows:
 - a) The structure of the Company's Board of Directors must ensure that:

- i. There is at least one (01) non-executive member in the case where the Board of Directors consists of from three (03) to five (05) members;
 - ii. There are at least two (02) non-executive members in the case where the Board of Directors consists of from six (06) to eight (08) members;
 - iii. There are at least three (03) non-executive members in the case where the Board of Directors consists of from nine (09) to eleven (11) members.
 - b) The total number of independent members of the Board of Directors must comply with the following requirements:
 - i. There is at least one (01) independent member in the case where the Board of Directors consists of from three (03) to five (05) members;
 - ii. There are at least two (02) independent members in the case where the Board of Directors consists of from six (06) to eight (08) members;
 - iii. There are at least three (03) independent members in the case where the Board of Directors consists of from nine (09) to eleven (11) members.
4. Members of the Board of Directors must satisfy the following standards and conditions:
 - a) Being a shareholder or a person nominated by a shareholder;
 - b) Being an individual shareholder owning at least 5% of the total ordinary shares or another person with professional qualifications and experience in business administration or in the Company's business sectors and industries;
 - c) Having good health, good moral character, honesty and integrity, and legal knowledge;
 - d) Having full civil act capacity and not falling into the categories prohibited from establishing and managing enterprises as prescribed in Clause 2 Article 17 of the Law on Enterprises;
 - e) A member of the Company's Board of Directors may concurrently serve as a member of the board of directors of no more than five (05) other companies;
 - f) Not being a family member of the General Director or other managers of the Company; or of managers or persons competent to appoint managers of the parent company.
5. An independent member of the Board of Directors must satisfy the following standards and conditions:
 - a) Not being a person currently working for the Company, its parent company, or its subsidiary; and not having worked for the Company, its parent company, or its subsidiary for at least the preceding three (03) consecutive years;
 - b) Not being a person currently receiving salary or remuneration from the Company, except for allowances to which members of the Board of Directors are entitled in accordance with regulations;
 - c) Not being a person whose spouse, biological father, adoptive father, biological mother, adoptive mother, biological child, adopted child, biological sibling is a

- major shareholder of the Company; or a manager of the Company or its subsidiary;
- d) Not being a person directly or indirectly owning at least 1% of the total voting shares of the Company;
 - e) Not being a person who has served as a member of the Board of Directors or the Supervisory Board of the Company for at least the preceding five (05) consecutive years, except where appointed for two (02) consecutive terms.
6. A member of the Board of Directors shall cease to hold office in cases where he/she is dismissed, removed, or replaced by the General Meeting of Shareholders in accordance with Article 160 of the Law on Enterprises and this Charter.
 7. The General Meeting of Shareholders shall dismiss a member of the Board of Directors in the following cases:
 - a) No longer satisfying the standards and conditions prescribed in Article 155 of the Law on Enterprises;
 - b) Submitting a resignation letter which is accepted;
 - c) The institutional shareholder no longer appoints such person as its representative.
 8. The General Meeting of Shareholders shall remove a member of the Board of Directors if such member fails to participate in activities of the Board of Directors for six (06) consecutive months, except in cases of force majeure.
 9. When deemed necessary, the General Meeting of Shareholders shall decide to replace, dismiss, or remove members of the Board of Directors in addition to the cases specified in Clauses 7 and 8 of this Article.
 10. The appointment of members of the Board of Directors must be disclosed in accordance with laws on information disclosure in the securities market.
 11. Members of the Board of Directors are not necessarily required to hold shares of the Company.
 12. In the event that the number of members of the Board of Directors is reduced by more than one-third (1/3) of the number prescribed in the Company Charter, the Board of Directors must convene a General Meeting of Shareholders within sixty (60) days from the date on which the number of members is reduced by more than one-third (1/3) to elect additional members of the Board of Directors. In other cases, at the nearest meeting, the General Meeting of Shareholders shall elect new members to replace those who have been dismissed or removed.

Article 26. Rights and Obligations of the Board of Directors

1. The Board of Directors is the management body of the Company and has full authority on behalf of the Company to decide and exercise the rights and obligations of the Company, except for those rights and obligations falling within the authority of the General Meeting of Shareholders.
2. The rights and obligations of the Board of Directors shall be prescribed by law, the Company Charter, and the General Meeting of Shareholders. Specifically, the Board of Directors shall have the following rights and obligations:

- a) To decide on the Company's strategy, medium-term development plans, and annual business plans;
- b) To determine operational objectives based on strategic objectives approved by the General Meeting of Shareholders;
- c) To recommend the classes of shares and the total number of shares of each class authorized for offering;
- d) To decide on the sale of unsold shares within the number of shares authorized for offering of each class; and to decide on other forms of capital mobilization;
- e) To decide on the selling prices of shares and bonds of the Company;
- f) To decide on share repurchases and repurchase prices in accordance with Clauses 1 and 2 Article 133 of the Law on Enterprises;
- g) To decide on investment plans and investment projects within its authority and limits prescribed by law;
- h) To decide on solutions for market development, marketing, and technology;
- i) To approve contracts for purchase, sale, borrowing, lending, and other contracts or transactions with a value equal to or exceeding 35% of the total asset value recorded in the latest financial statements of the Company, except for contracts and transactions falling within the authority of the General Meeting of Shareholders pursuant to Point d Clause 2 Article 138 of the Law on Enterprises; Clauses 1 and 3 Article 167 of the Law on Enterprises; Points o, q, and r Clause 2 Article 14 of the Company Charter; and Point b Clause 7 Article 37 of the Company Charter;
- j) To elect, dismiss, and remove the Chairperson of the Board of Directors; appoint, dismiss, execute contracts with, and terminate contracts of the General Director and other executive officers of the Company; decide salaries, remuneration, bonuses, and other benefits of the General Director and other executive officers of the Company; appoint authorized representatives to exercise ownership rights over shares or contributed capital in other companies (including appointments to Members' Councils, Boards of Directors, and Supervisory Boards of other companies), and decide remuneration and other benefits of such representatives;
- k) To supervise and direct the General Director and other managers in the conduct of the Company's daily business operations;
- l) To decide on the Company's organizational structure, internal management regulations, establishment of subsidiaries, branches, representative offices, and contribution of capital, purchase or sale of shares or contributed capital in other enterprises;
- m) To approve agendas and contents of documents for General Meetings of Shareholders, convene General Meetings of Shareholders, or collect shareholders' written opinions for the adoption of resolutions;
- n) To submit audited annual financial statements to the General Meeting of Shareholders;

- o) To recommend dividend rates and determine interim dividend rates; organize dividend payments; decide on the time limits and procedures for dividend payment or the handling of losses incurred during business operations;
 - p) To recommend reorganization or dissolution of the Company; and request bankruptcy proceedings for the Company;
 - q) To decide on promulgation of the Operational Regulations of the Board of Directors and the Internal Regulations on Corporate Governance after approval by the General Meeting of Shareholders; and to decide on promulgation of the Operational Regulations of the Audit Committee under the Board of Directors (if any), and the Company's Information Disclosure Regulations;
 - r) To resolve complaints of the Company against executive officers and decide on the Company's representatives in handling legal proceedings involving such officers;
 - s) To recommend the issuance of convertible bonds and bonds with warrants to the General Meeting of Shareholders; and decide on the issuance of non-convertible bonds without warrants, provided that such issuance must be reported to the General Meeting of Shareholders at the nearest meeting;
 - t) To be accountable to shareholders for the Company's operations;
 - u) To treat all shareholders equally and respect the interests of persons having related interests in the Company;
 - v) To ensure that the Company operates in compliance with laws, the Charter, and internal regulations of the Company;
 - w) To decide on business matters or transactions that require approval within its authority and responsibilities;
 - x) To supervise and prevent conflicts of interest involving members of the Board of Directors, members of the Supervisory Board, the General Director, and other managers, including misuse of Company assets and abuse of related-party transactions;
 - y) To appoint the person in charge of corporate governance;
 - z) To organize training and professional development on corporate governance and necessary skills for members of the Board of Directors, the General Director, and other managers of the Company;
 - aa) Other rights and obligations as prescribed by the Law on Enterprises, the Law on Securities, other applicable laws, and the Company Charter.
3. The Board of Directors must report to the General Meeting of Shareholders on the performance results of the Board of Directors in accordance with Article 280 of Decree No. 155/2020/ND-CP dated December 31, 2020 of the Government detailing the implementation of a number of articles of the Law on Securities. Each independent member of the Board of Directors must prepare an evaluation report on the activities of the Board of Directors.
 4. Members of the Board of Directors shall have the right to request the General Director, Deputy General Directors, and other managers of the Company to provide

information and documents on the financial status and business operations of the Company and its units. The procedures for requesting and providing information by members of the Board of Directors shall be prescribed in the Operational Regulations of the Board of Directors.

Article 27. Remuneration, Bonuses and Other Benefits of Members of the Board of Directors

1. The Company shall have the right to pay remuneration and bonuses to members of the Board of Directors based on business performance and efficiency. Members of the Board of Directors shall be entitled to remuneration and bonuses. The total remuneration and bonus amount of the Board of Directors shall be decided by the General Meeting of Shareholders at its annual meeting. Such remuneration shall be allocated among the members of the Board of Directors in accordance with the agreement of the Board of Directors or equally divided in the absence of such agreement.
2. The remuneration of each member of the Board of Directors shall be accounted for as a business expense of the Company in accordance with the laws on corporate income tax, separately presented in the Company's annual financial statements, and reported to the General Meeting of Shareholders at the annual meeting.
3. Members of the Board of Directors holding executive positions, or members serving on committees of the Board of Directors, or performing duties which, in the opinion of the Board of Directors, are beyond the normal scope of duties of a member of the Board of Directors, may receive additional remuneration in the form of lump-sum payments per assignment, salary, commission, percentage of profits, or other forms as decided by the Board of Directors.
4. Members of the Board of Directors shall be entitled to reimbursement for all travel, accommodation, meal expenses, and other reasonable expenses incurred in the performance of their duties as members of the Board of Directors, including expenses arising from attendance at meetings of the General Meeting of Shareholders, meetings of the Board of Directors, or committees of the Board of Directors.
5. Members of the Board of Directors may be covered by liability insurance purchased by the Company upon approval by the General Meeting of Shareholders. Such insurance shall not cover liabilities of members of the Board of Directors arising from violations of law or the Company Charter.

Article 28. Chairperson of the Board of Directors

1. The Chairperson of the Board of Directors shall be elected, dismissed, or removed by the Board of Directors from among its members. The Board of Directors must select from among its members to elect a Chairperson by direct and open voting or by secret ballot. In the event that candidates for Chairperson of the Board of Directors receive an equal number of votes, the candidate owning or representing ownership of a higher number of shares shall be elected. The Chairperson of the Board of Directors must not concurrently hold the position of General Director of the Company.

2. The Chairperson of the Board of Directors shall have the following rights and obligations:
 - a) To formulate programs and operational plans of the Board of Directors;
 - b) To prepare agendas, contents, and documents for meetings; convene, preside over, and act as Chairperson of meetings of the Board of Directors;
 - c) To organize the adoption of resolutions and decisions of the Board of Directors;
 - d) To supervise the implementation of resolutions and decisions of the Board of Directors;
 - e) To chair meetings of the General Meeting of Shareholders;
 - f) Other rights and obligations as prescribed by the Law on Enterprises and the Company Charter.
3. If the Chairperson or a member of the Board of Directors wishes to resign, or if a legal entity wishes to replace its representative currently serving as Chairperson or member of the Board of Directors of the Company, a written request must be submitted to the Board of Directors. Within a maximum period of sixty (60) days from receipt of such written request, the Board of Directors shall convene a meeting to consider and decide on the matter.
4. In the event that the Chairperson of the Board of Directors submits a resignation letter or is dismissed or removed, the Board of Directors must elect a replacement to assume the duties of the Chairperson within ten (10) days from the date of receipt of the resignation letter or the date of dismissal or removal.
5. In the event that the Chairperson of the Board of Directors is absent or unable to perform his/her duties, he/she must authorize another member in writing to exercise the rights and perform the obligations of the Chairperson of the Board of Directors. In the absence of such authorization, or in the event that the Chairperson dies, is missing, is held in temporary detention, is serving a prison sentence, is subject to compulsory rehabilitation or compulsory education measures, absconds from his/her place of residence, has limited or lost civil act capacity, has difficulties in cognition or behavior control, or is prohibited by a Court from holding positions, practicing a profession, or performing certain work, the remaining members shall elect one among themselves to act as Chairperson of the Board of Directors based on the approval of the majority of the remaining members until a new decision is made by the Board of Directors.

Article 29. Meetings of the Board of Directors

1. In the event that the Board of Directors elects a Chairperson, the Chairperson of the Board of Directors shall be elected at the first meeting of the Board of Directors within seven (07) working days from the completion date of the election of such Board of Directors. This meeting shall be convened and chaired by the member having the highest number of votes or the highest voting ratio. In the event that there is more than one member having the same highest number of votes or voting ratio, the members shall elect, by majority principle, one among them to convene the meeting of the Board of Directors.

2. The Board of Directors shall meet at least once every quarter and may hold extraordinary meetings.
3. The Chairperson of the Board of Directors must convene a meeting of the Board of Directors in the following cases:
 - a) Upon request of the General Director or at least five (05) other managers;
 - b) Upon request of at least two (02) members of the Board of Directors;
 - c) Upon request of the Supervisory Board or an independent member of the Board of Directors.
4. The request specified in Clause 3 of this Article must be made in writing, clearly stating the purpose, matters to be discussed and decided within the authority of the Board of Directors.
5. The Chairperson 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 request specified in Clause 3 of this Article. In the event that the Chairperson of the Board of Directors refuses to convene the meeting as requested, the Chairperson shall be responsible for any damages caused to the Company; the persons requesting the meeting referred to in Clause 3 of this Article shall have the right to replace the Chairperson in convening the meeting of the Board of Directors.
6. The Chairperson of the Board of Directors or the convener of the meeting of the Board of Directors must send the notice of invitation at least three (03) working days prior to the meeting date. The notice of invitation to the meeting of the Board of Directors must be made in Vietnamese and clearly specify the time, venue, agenda, matters for discussion and decision. The notice of invitation must be accompanied by documents to be used at the meeting and voting ballots of members.

The notice of invitation to the meeting of the Board of Directors may be sent by invitation letter, telephone, fax, electronic means or other methods, provided that it is delivered to the registered contact address of each member of the Board of Directors at the Company.

7. The Chairperson of the Board of Directors or the convener shall send the notice of invitation and accompanying documents to members of the Supervisory Board in the same manner as to members of the Board of Directors. Members of the Supervisory Board have the right to attend meetings of the Board of Directors and to participate in discussions, but shall not have voting rights.
8. Upon request of the independent audit firm performing the audit of the Company's financial statements, 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.
9. Meetings of the Board of Directors shall be held at the registered office of the Company or at other locations in Vietnam or abroad as decided by the Chairperson of the Board of Directors and agreed upon by the Board of Directors.

10. A meeting of the Board of Directors shall only be conducted when at least three-fourths (3/4) of the total members attend. In the event that a meeting convened in accordance with this Clause does not have sufficient attending members as prescribed, a second meeting must be convened within seven (07) days from the intended date of the first meeting. In this case, the second meeting shall be conducted if more than one-half (1/2) of the members of the Board of Directors attend.
11. A member of the Board of Directors shall be deemed to attend and vote at the meeting in the following cases:
 - a) Attending and voting directly at the meeting;
 - b) Authorizing another person to attend and vote in accordance with Clause 12 of this Article;
 - c) Attending and voting via online conference, electronic voting or other electronic means;
 - d) Sending voting ballots to the meeting by mail, fax or email.

In the event that voting ballots are sent to the meeting by mail, such ballots must be sealed in an envelope and delivered to the Chairperson of the Board of Directors no later than one (01) hour before the opening of the meeting. Voting ballots shall only be opened in the presence of all attendees.
12. Members of the Board of Directors must attend all meetings of the Board of Directors. A member of the Board of Directors may authorize another person to attend and vote if approved by a majority of the members of the Board of Directors.
13. Voting:
 - a) Except as provided in Point b of this Clause, each member of the Board of Directors or authorized representative personally present at the meeting of the Board of Directors shall be entitled to vote openly, directly or by secret ballot (if deemed necessary). Each member of the Board of Directors shall have one (01) vote;
 - b) A member of the Board of Directors shall not vote on contracts, transactions or proposals in which such member or his/her related person has interests that conflict or may conflict with the interests of the Company;
 - c) Subject to Point d of this Clause, where any issue arises at a meeting of the Board of Directors relating to the level of interest of a member of the Board of Directors or relating to the voting rights of a member, and such issue cannot be resolved by the voluntary waiver of voting rights by that member, such issue shall be referred to the Chairperson of the meeting, and the decision of the Chairperson regarding such member shall be final, unless the nature or scope of the relevant member's interests has not been fully disclosed.
 - d) A member of the Board of Directors benefiting from a contract specified in Points a and b, Clause 7, Article 37 of this Charter shall be deemed to have a material interest in such contract.

14. Disclosure of interests: Any member of the Board of Directors who directly or indirectly benefits from a contract or transaction already signed or proposed to be signed with the Company and who knows that he/she has an interest therein must disclose the nature and contents of such interest at the meeting where the Board of Directors first considers the execution of such contract or transaction. Alternatively, such member may disclose the matter at the first meeting of the Board of Directors held after such member becomes aware that he/she has or will have interests in the relevant transaction or contract.
15. The Board of Directors shall pass resolutions and decisions if approved by a majority of attending members of the Board of Directors; in case of a tied vote, the final decision shall belong to the side having the opinion of the Chairperson of the Board of Directors. Members of the Board of Directors shall not vote on transactions that bring benefits to themselves or their related persons in accordance with Article 167 of the Law on Enterprises and Article 37 of this Charter.
16. Telephone meetings or other forms: A meeting of the Board of Directors may be conducted in the form of discussions among members of the Board of Directors when all or some members are in different locations, provided that each participating member is able to:
- a) Hear every other participating member speaking during the meeting;
 - b) If desired, speak simultaneously with all other participating members.

Communication among members may be conducted directly by telephone or by other communication means (whether such means existed at the time this Charter was adopted or thereafter), or by a combination of all such methods. Under this Charter, members of the Board of Directors participating in such meetings shall be deemed to be "present" at the meeting. The meeting venue organized in accordance with this provision shall be the location where the largest group of participating members of the Board of Directors is gathered, or if there is no such group, the location where the Chairperson of the meeting is present.

Decisions passed at a telephone meeting duly organized and conducted shall take effect immediately upon conclusion of the meeting, but must be confirmed in meeting minutes in accordance with Clause 18 of this Article.

17. The Board of Directors may adopt resolutions by collecting written opinions from members of the Board of Directors. Resolutions and decisions adopted in the form of written opinion collection shall have the same validity as decisions adopted at meetings of the Board of Directors.
18. Meetings of the Board of Directors shall be recorded in minutes and may also be audio-recorded, recorded, or stored in other electronic forms. Minutes of meetings of the Board of Directors shall be prepared in Vietnamese and may additionally be prepared in a foreign language. Such minutes shall contain the principal contents prescribed in Clause 1, Article 158 of the Law on Enterprises and must bear the signatures of the chairperson of the meeting and the minute-taker. In the event that the chairperson of the meeting or the minute-taker refuses to sign the minutes, the minutes shall nevertheless be valid, provided that they are signed by all other members of the Board of Directors attending the meeting who approve the minutes

and contain all contents prescribed in Clause 2, Article 158 of the Law on Enterprises. The minutes must clearly state the refusal of the chairperson of the meeting and/or the minute-taker to sign the minutes. Persons signing the minutes shall be jointly responsible for the accuracy and truthfulness of the contents of the minutes of the Board of Directors meeting. The chairperson of the meeting and the minute-taker shall be personally liable for any damage caused to the enterprise as a result of their refusal to sign the minutes in accordance with the Law on Enterprises, the Company's Charter, and relevant laws and regulations.

Article 30. Committees under the Board of Directors

1. The Board of Directors may establish subordinate committees in charge of development policies, personnel, remuneration, internal audit, and risk management. The number of members of each committee shall be decided by the Board of Directors and must consist of at least three (03) members, including members of the Board of Directors and external members. Independent members of the Board of Directors/non-executive members of the Board of Directors should constitute the majority of the committee, and one of such members shall be appointed as the Head of the committee by decision of the Board of Directors. The operation of the committees must comply with the regulations of the Board of Directors. Resolutions of the committees shall only be valid when approved by a majority of members attending and voting at the committee meeting.
2. The implementation of decisions of the Board of Directors or committees under the Board of Directors must comply with the applicable laws and the provisions of the Company Charter and the Internal Regulations on Corporate Governance.

Article 31. Person in Charge of Corporate Governance

1. The Board of Directors must appoint at least one (01) person in charge of corporate governance to support corporate governance activities within the enterprise. The person in charge of corporate governance may concurrently serve as the Company Secretary.
2. The person in charge of corporate governance must not concurrently work for the approved auditing organization currently auditing the Company's financial statements.
3. The Board of Directors may appoint an Assistant to the person in charge of corporate governance from time to time.
4. The person in charge of corporate governance shall have the following rights and obligations:
 - a) Advising the Board of Directors on organizing General Meetings of Shareholders in accordance with regulations and handling matters relating to the relationship between the Company and shareholders;
 - b) Preparing meetings of the Board of Directors, the Supervisory Board, and the General Meeting of Shareholders at the request of the Board of Directors or the Supervisory Board;
 - c) Advising on procedures for meetings;

- d) Attending meetings;
- e) Advising on procedures for drafting resolutions of the Board of Directors in compliance with legal regulations;
- f) Providing financial information, copies of minutes of meetings of the Board of Directors, and other information to members of the Board of Directors and members of the Supervisory Board;
- g) Supervising and reporting to the Board of Directors on the Company's information disclosure activities;
- h) Acting as the focal contact point with stakeholders;
- i) Maintaining confidentiality of information in accordance with legal regulations and the Company Charter;
- j) Other rights and obligations as prescribed by law and the Company Charter.

VIII. GENERAL DIRECTOR AND OTHER EXECUTIVES

Article 32. Organization of the Management Apparatus

The management system of the Company must ensure that the management apparatus is accountable to the Board of Directors and is subject to the supervision and direction of the Board of Directors in the daily business operations of the Company. The Company shall have one General Director, several Deputy General Directors, and one Chief Accountant appointed by the Board of Directors. The General Director and Deputy General Directors may concurrently serve as members of the Board of Directors. The appointment, dismissal, or removal of the aforesaid positions must be approved by resolutions or decisions of the Board of Directors.

Article 33. Company Executives

1. The Company's executives include the General Director, Deputy General Directors, Chief Accountant, and other executives as stipulated in the Company Charter.
2. Upon the proposal of the General Director and subject to the approval of the Board of Directors, the Company may recruit other executives in numbers and with qualifications appropriate to the Company's organizational structure and management regulations as prescribed by the Board of Directors. Executives must possess the responsibility and diligence necessary to support the Company in achieving its operational and organizational objectives.
3. The salary, bonus, remuneration, benefits, and other terms of the labor contract of the General Director shall be decided by the Board of Directors. Contracts with other executives shall be decided by the Board of Directors after consultation with the General Director.
4. Salaries of executives shall be accounted for as business expenses of the Company in accordance with the laws on corporate income tax, separately presented in the Company's annual financial statements, and reported to the General Meeting of Shareholders at the annual meeting.

Article 34. Appointment, Dismissal, Duties and Powers of the General Director

1. The Board of Directors shall appoint a member of the Board of Directors or hire another person to serve as the General Director.
2. The General Director shall manage the daily business operations of the Company; be subject to the supervision of the Board of Directors; and be accountable to the Board of Directors and before the law for the performance of the assigned rights and obligations.
3. The term of office of the General Director shall be five (05) years unless otherwise decided by the Board of Directors and may be re-appointed for an unlimited number of terms. The General Director must satisfy the standards and conditions prescribed in Article 64 and Article 162 of the Law on Enterprises.
4. The General Director shall have the following rights and obligations:
 - a) Organizing the implementation of resolutions and decisions of the Board of Directors and the General Meeting of Shareholders; organizing the implementation of the Company's business plans and investment plans approved by the Board of Directors and the General Meeting of Shareholders;
 - b) Deciding on matters relating to the daily business operations of the Company that are not under the authority of the Board of Directors;
 - c) Proposing organizational structures and internal management regulations of the Company;
 - d) Appointing, dismissing, and removing managerial positions within the Company, except for positions under the authority of the Board of Directors;
 - e) Deciding salaries and other benefits for employees of the Company, including managers appointed by the General Director;
 - f) Recruiting employees;
 - g) Proposing dividend payment plans or measures for handling business losses;
 - h) On December 20 of each year, submitting to the Board of Directors for approval a detailed business plan for the following financial year;
 - i) Proposing measures to improve the operation and management of the Company;
 - j) Preparing long-term, annual, and monthly budgets of the Company (hereinafter referred to as "budgets") serving the Company's long-term, annual, and monthly management activities in accordance with the business plan. The annual budget (including the balance sheet, projected production and business operation report, and projected cash flow statement) for each financial year must be submitted to the Board of Directors for approval and must include information as required under the Company's regulations;
 - k) Recommending the number and personnel of executives that the Company needs to recruit for the Board of Directors to appoint or dismiss in accordance with internal regulations, and recommending remuneration, salaries, and other benefits for executives for the Board of Directors' decision;

- l) Performing all other activities in accordance with this Charter, the Company's regulations, resolutions of the Board of Directors, the labor contract of the General Director, and applicable laws;
 - m) Other rights and obligations as prescribed by law and the Company Charter.
5. The Board of Directors may dismiss the General Director when approved by a majority of the attending voting members of the Board of Directors (excluding the vote of the General Director in such case) and appoint a replacement General Director.

Article 35. Company Secretary

The roles and duties of the Company Secretary include:

1. Assisting in organizing the convening of meetings of the General Meeting of Shareholders and the Board of Directors at the request of the Chairman of the Board of Directors;
2. Advising on meeting procedures, attending meetings, and recording meeting minutes;
3. Ensuring that resolutions of the Board of Directors comply with the law;
4. Providing financial information, copies of minutes of meetings of the Board of Directors, and other information to members of the Board of Directors and the Supervisory Board;
5. Assisting members of the Board of Directors in performing their assigned rights and obligations;
6. Assisting the Board of Directors in applying and implementing principles of corporate governance;
7. Assisting the Company in building shareholder relations and protecting the lawful rights and interests of shareholders; ensuring compliance with obligations regarding information provision, information disclosure, and administrative procedures;
8. The Company Secretary shall be responsible for maintaining confidentiality of information in accordance with the law and the Company Charter.

IX. RESPONSIBILITIES OF MEMBERS OF THE BOARD OF DIRECTORS, MEMBERS OF THE SUPERVISORY BOARD, THE GENERAL DIRECTOR, AND OTHER EXECUTIVES OF THE COMPANY

Article 36. Duty of Care of Members of the Board of Directors, Members of the Supervisory Board, the General Director, and Other Executives of the Company

Members of the Board of Directors, members of the Supervisory Board, the General Director, and other executives of the Company shall perform their duties, including duties as members of subcommittees of the Board of Directors, honestly and in the best interests of the Company, with the degree of care that a prudent person would exercise when holding an equivalent position and under similar circumstances.

Article 37. Duty of Loyalty and Avoidance of Conflicts of Interest

1. Members of the Board of Directors, members of the Supervisory Board, the General Director, and other managers must disclose related interests in accordance with Article 164 of the Law on Enterprises and relevant legal documents.
2. Members of the Board of Directors, members of the Supervisory Board, the General Director, other managers, and their related persons may only use information obtained by virtue of their positions for the benefit of the Company.
3. Members of the Board of Directors, members of the Supervisory Board, the General Director, and other managers are obliged to notify the Board of Directors and the Supervisory Board in writing of transactions between the Company, its subsidiaries, or other companies in which the Company holds more than 50% of the charter capital, and such persons or their related persons in accordance with the law. For the aforementioned transactions approved by the General Meeting of Shareholders or the Board of Directors, the Company must disclose information on such resolutions in accordance with securities laws on information disclosure.
4. Members of the Board of Directors shall not vote on transactions that bring benefits to themselves or their related persons in accordance with the Law on Enterprises and the Company Charter.
5. Members of the Board of Directors, members of the Supervisory Board, the General Director, other managers, and their related persons must not use or disclose internal information to others for carrying out related transactions.
6. The Company shall not provide loans or guarantees to the following persons:
 - a) Shareholders being individuals and their related persons;
 - b) Shareholders being organizations and their related persons who are individuals, except where the shareholder is a subsidiary in the case where such subsidiary is a company without state-owned shares or contributed capital and has contributed capital to or purchased shares of the Company before July 1, 2015;
 - c) Related persons of organizational shareholders, except where the Company and the organization being a related person of the shareholder are companies within the same group or companies operating under a group structure, including parent company–subsidiary relationships and economic groups, and such transactions are approved by the General Meeting of Shareholders in accordance with the Company Charter; provided that such related organization is not a shareholder of a public company as prescribed in Clause 2, Article 293 of Decree No. 155/2020/ND-CP; and except as otherwise provided by law.
7. Contracts and transactions between the Company and the following persons must be approved by the General Meeting of Shareholders or the Board of Directors:
 - Shareholders and authorized representatives of shareholders owning more than 10% of the total ordinary shares of the Company and their related persons;
 - Members of the Board of Directors, members of the Supervisory Board, the General Director, other managers, and their related persons;

- Enterprises which members of the Board of Directors, members of the Supervisory Board, the General Director, and other managers of the Company are required to disclose in accordance with Clause 2, Article 164 of the Law on Enterprises.

Contracts and transactions between the Company and the above-mentioned persons shall not be invalid in the following cases:

- a) For contracts and transactions with a value of less than 35% of the total asset value recorded in the latest financial statements, the material contents of such contracts or transactions, as well as the relationships and interests of members of the Board of Directors, members of the Supervisory Board, the General Director, and other managers, have been reported to the Board of Directors and approved by a majority vote of Board members without related interests;
 - b) For contracts and transactions with a value of 35% or more of the total asset value recorded in the latest financial statements, or transactions resulting in 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, the material contents of such contracts or transactions, as well as the relationships and interests of members of the Board of Directors, members of the Supervisory Board, the General Director, and other managers, have been disclosed to shareholders and approved by the General Meeting of Shareholders through votes of shareholders without related interests.
8. The General Director shall not be a related person of the enterprise managers, Supervisors of the Company and its parent company, the State capital representatives, or the representatives of an enterprise's capital contribution in the Company and its parent company, as prescribed in Point d, Clause 46, Article 4 of the Law on Securities.

Article 38. Liability for Damages and Indemnification

1. Members of the Board of Directors, members of the Board of Supervisors, the General Director, and other executives who breach their duties of honesty and prudence, or fail to perform their obligations with due care, diligence, and professional competence, shall be liable for any damages caused by their violations.
2. The Company shall indemnify persons who have been, are, or may become involved parties in complaints, lawsuits, or legal proceedings (including civil and administrative cases and cases where the Company is not the plaintiff), provided that such persons are or were members of the Board of Directors, members of the Board of Supervisors, the General Director, other executives, employees, or authorized representatives of the Company acting within the scope of authorization of the Company, who acted honestly, prudently, in the best interests of the Company, in compliance with the law, and where there is no evidence proving that such persons breached their responsibilities.
3. Indemnification expenses include judgments, fines, amounts actually payable arising from the settlement of such matters (including attorney's fees) to the extent permitted by law. The Company may purchase insurance for such persons against the indemnification liabilities mentioned above.

X. BOARD OF SUPERVISORS

Article 39. Nomination and Candidacy for Members of the Board of Supervisors

1. The nomination and candidacy procedures for members of the Board of Supervisors shall be implemented similarly to those applicable to members of the Board of Directors as prescribed in Article 24 of this Charter and in accordance with the following provisions:

Shareholders or groups of shareholders owning at least 5% of the total ordinary shares shall have the right to nominate candidates to the Board of Supervisors. Shareholders or groups of shareholders holding from 5% to under 10% of the voting shares may nominate one (01) candidate; from 10% to under 30% may nominate two (02) candidates; from 30% to under 50% may nominate three (03) candidates; from 50% to under 65% may nominate four (04) candidates; and from 65% or more may nominate five (05) candidates.

2. Where the number of candidates for the Board of Supervisors nominated and self-nominated remains insufficient, the incumbent Board of Supervisors may nominate additional candidates or organize nominations in accordance with the Internal Regulations on Corporate Governance and the Operational Regulations of the Board of Supervisors. The introduction of additional candidates by the incumbent Board of Supervisors must be clearly announced before the General Meeting of Shareholders votes to elect members of the Board of Supervisors in accordance with the law.

Article 40. Composition of the Board of Supervisors

1. The Board of Supervisors of the Company shall consist of three (03) members. The term of office of a member of the Board of Supervisors shall not exceed five (05) years and members may be re-elected for an unlimited number of terms. In the event that the term of office of Supervisors expires simultaneously and new Supervisors have not yet been elected, the outgoing Supervisors shall continue to exercise their rights and perform their duties until the newly elected Supervisors assume office.
2. Members of the Board of Supervisors must satisfy the standards and conditions prescribed in Article 169 of the Law on Enterprises and must not fall into the following cases:
 - a) Working in the accounting or finance department of the Company;
 - b) Being a member or employee of the independent auditing firm conducting audits of the Company's financial statements during the preceding three (03) consecutive years;
 - c) Being a family-related person[Thanhvo6.1] of the Company's managers or the parent company's managers; representatives of enterprise capital contributions; or representatives of state capital contributions in the parent company and the Company.
3. A member of the Board of Supervisors shall be dismissed in the following cases:
 - a) No longer satisfying the standards and conditions for being a member of the Board of Supervisors as prescribed in Clause 2 of this Article;

- b) Submitting a resignation letter which is accepted;
 - c) Suffering from mental disorder and the other members of the Board of Supervisors possess professional evidence proving that such person no longer has legal capacity;
 - d) Being removed from the position of Supervisor pursuant to a resolution of the General Meeting of Shareholders;
 - e) The institutional shareholder no longer appoints such person as its representative.
4. A member of the Board of Supervisors shall be removed from office in the following cases:
- a) Failing to fulfill assigned duties and responsibilities;
 - b) Failing to exercise his/her rights and perform his/her obligations for six (06) consecutive months, except in cases of force majeure;
 - c) Repeatedly or seriously violating the obligations of members of the Board of Supervisors as prescribed by the Law on Enterprises and the Company Charter;
 - d) Other cases as resolved by the General Meeting of Shareholders.

Article 41. Head of the Board of Supervisors

1. The Board of Supervisors shall elect one of its members as the Head of the Board of Supervisors; the election, dismissal, and removal of the Head of the Board of Supervisors shall be decided based on the majority principle. More than half of the Supervisors must permanently reside in Vietnam. 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 a discipline relevant to the Company's business activities.
2. The Head of the Board of Supervisors shall have the following rights and obligations:
 - a) To convene meetings of the Board of Supervisors;
 - b) To request the Board of Directors, the General Director, and other executives to provide relevant information for reporting to members of the Board of Supervisors;
 - c) To prepare and sign reports of the Board of Supervisors, after consulting with the Board of Directors, for submission to the General Meeting of Shareholders.

Article 42. Rights and Obligations of the Board of Supervisors

The Board of Supervisors shall have the rights and obligations prescribed in Article 170 of the Law on Enterprises and the following rights and obligations:

1. To propose and recommend that the General Meeting of Shareholders approve the list of approved auditing firms to audit the Company's financial statements; to decide on the approved auditing organization conducting inspections of the Company's operations; and to dismiss approved auditors when deemed necessary.

2. To be accountable to the General Meeting of Shareholders for its supervisory activities.
3. To supervise the Company's financial situation and the compliance with law in the operations of members of the Board of Directors, the General Director, and other managers.
4. To ensure coordination with the Board of Directors, the General Director, and shareholders.
5. In the event of discovering violations of law or violations of the Company Charter committed by members of the Board of Directors, the General Director, or other executives of the enterprise, the Board of Supervisors must notify the Board of Directors in writing within forty-eight (48) hours from the time of discovery, request the violator to cease the violating act, and require remedial measures to address the consequences.
6. To formulate the Operational Regulations of the Board of Supervisors and submit them to the General Meeting of Shareholders for approval.
7. To report to the General Meeting of Shareholders in accordance with Article 290 of Decree No. 155/2020/ND-CP dated 31 December 2020 of the Government detailing the implementation of a number of articles of the Law on Securities.
8. To have the right to access records and documents of the Company kept at the head office, branches, and other locations; and to have the right to visit the workplaces of managers and employees of the Company during working hours.
9. To have the right to request the Board of Directors, members of the Board of Directors, the General Director, and other managers to provide full, accurate, and timely information and documents relating to the management, administration, and business operations of the Company.
10. To exercise other rights and obligations in accordance with the law, the Law on Enterprises, the Company Charter, and resolutions of the General Meeting of Shareholders.

Article 43. Meetings of the Board of Supervisors

1. The Board of Supervisors must convene at least two (02) meetings each year, and at least two-thirds (2/3) of the members of the Board of Supervisors must attend the meeting. Minutes of meetings of the Board of Supervisors must be prepared in detail and clearly. The minute-taker and attending members of the Board of Supervisors must sign the meeting minutes. Minutes of meetings of the Board of Supervisors must be retained to determine the responsibilities of each member of the Board of Supervisors.
2. The Board of Supervisors has the right to request members of the Board of Directors, the General Director, and representatives of the approved auditing organization to attend meetings and clarify issues requiring explanation. Members of the Board of Directors, the General Director, and other executives must provide all information and documents relating to the Company's operations at the request of the Board of Supervisors. The Company Secretary or the person in charge of

corporate governance must ensure that copies of all financial information and other information provided to members of the Board of Directors, as well as copies of minutes of meetings of the Board of Directors, are simultaneously provided to the Supervisors at the same time such documents are provided to the Board of Directors.

Article 44. Salaries, Remuneration, Bonuses and Other Benefits of the Board of Supervisors

1. Members of the Board of Supervisors shall be entitled to salaries, remuneration, bonuses, and other benefits as decided by the General Meeting of Shareholders. The General Meeting of Shareholders shall determine the total amount of salaries, remuneration, bonuses, other benefits, and the annual operating budget of the Board of Supervisors.
2. Members of the Board of Supervisors shall be reimbursed for reasonable expenses for accommodation, meals, travel, and the use of independent consulting services incurred when attending meetings of the Board of Supervisors or carrying out other activities of the Board of Supervisors. The total remuneration and such expenses shall not exceed the annual operating budget of the Board of Supervisors approved by the General Meeting of Shareholders, unless otherwise decided by the General Meeting of Shareholders.
3. Salaries and operating expenses of the Board of Supervisors shall be recorded as business expenses of the Company in accordance with the laws on corporate income tax and other relevant laws, and must be separately presented in the annual financial statements of the Company.

XI. RIGHTS TO INSPECT COMPANY BOOKS AND RECORDS

Article 45. Rights to Inspect Books and Records

1. Ordinary shareholders shall have the right to inspect books and records as follows:
 - a) Ordinary shareholders shall have the right to examine, inspect, and extract information relating to names and contact addresses in the list of voting shareholders; request correction of inaccurate information relating to themselves; examine, inspect, extract, or copy the Company Charter, minutes of meetings of the General Meeting of Shareholders, and resolutions of the General Meeting of Shareholders;
 - b) Shareholders or groups of shareholders owning at least 5%[DTA4.1] of the total ordinary shares of the Company shall have the right to examine, inspect, and extract minutes books, resolutions and decisions of the Board of Directors, semi-annual and annual financial statements, reports of the Board of Supervisors, contracts and transactions subject to approval by the Board of Directors, and other documents, except documents relating to the Company's trade secrets and business secrets.
2. Where an authorized representative of a shareholder or group of shareholders requests access to books and records, such request must be accompanied by the authorization letter of the shareholder or group of shareholders represented by such

person, or a notarized copy thereof.

3. Members of the Board of Directors, members of the Board of Supervisors, the General Director, and other executives shall have the right to inspect the Company's shareholder register, shareholder lists, books, and other records of the Company for purposes related to their positions, provided that such information must be kept confidential.
4. The Company shall retain this Charter and any amendments and supplements thereto, the Enterprise Registration Certificate, regulations, documents evidencing ownership rights to assets, resolutions of the General Meeting of Shareholders and the Board of Directors, minutes of meetings of the General Meeting of Shareholders and the Board of Directors, reports of the Board of Directors, reports of the Board of Supervisors, annual financial statements, accounting books, and other documents as required by law at the head office or another location, provided that shareholders and the business registration authority are notified of the location where such documents are stored.
5. The Company Charter must be published on the Company's website.

XII. RELATIONSHIP BETWEEN SAIGON TRANSPORT MECHANICAL CORPORATION ONE MEMBER LIMITED LIABILITY COMPANY AND WEST COACH STATION JOINT STOCK COMPANY

Article 46. Relationship between Saigon Transport Mechanical Corporation One Member Limited Liability Company and West Coach Station Joint Stock Company

Through its representative at West Coach Station Joint Stock Company, Saigon Transport Mechanical Corporation – One Member Limited Liability Company shall supervise and inspect the use of the contributed capital invested in West Coach Station Joint Stock Company, and at the same time exercise the rights and obligations of a shareholder in accordance with the Law on Enterprises.

XIII. EMPLOYEES AND TRADE UNION

Article 47. Employees and Trade Union

1. The General Director shall prepare plans for submission to the Board of Directors for approval on matters relating to recruitment, termination of employment, salaries, social insurance, welfare, rewards, and disciplinary measures applicable to employees and executives of the enterprise.
2. The General Director shall prepare plans for submission to the Board of Directors for approval on matters relating to the Company's relationship with trade union organizations in accordance with best standards, practices, and management policies, as well as the practices and policies stipulated in this Charter, the Company's internal regulations, and applicable laws.

XIV. PROFIT DISTRIBUTION

Article 48. Dividends

1. The General Meeting of Shareholders shall decide on the annual dividend payout ratio and the form of dividend payment from the Company's retained earnings.
2. The Board of Directors may decide on interim dividend payments if it considers that such payments are consistent with the Company's profitability.
3. The Company shall not pay interest on dividend amounts or any amounts payable in relation to any class of shares.
4. The Board of Directors may recommend that the General Meeting of Shareholders approve the payment of all or part of dividends in the form of the Company's shares or specific assets (such as fully paid shares or bonds issued by another company), and the Board of Directors shall be responsible for implementing such resolution.
5. Where dividends or other amounts related to a class of shares are paid in cash, the Company shall make such payments in Vietnamese Dong. Payments may be made directly or through banks based on the bank account details provided by shareholders. Where the Company has transferred funds in accordance with the bank account details provided by a shareholder but such shareholder fails to receive the funds, the Company shall not be liable for the amount transferred to that shareholder. Dividend payments for shares listed on a stock exchange may be made through securities companies or the Vietnam Securities Depository and Clearing Corporation.
6. Subject to the approval of the General Meeting of Shareholders, the Board of Directors may decide and announce that holders of ordinary shares shall receive dividends in the form of additional ordinary shares instead of cash dividends. Such additional shares issued for dividend payment shall be deemed fully paid, and the value of the shares distributed as dividends shall be equivalent to the amount of cash dividends otherwise payable.
7. Pursuant to the Law on Enterprises and the Law on Securities, the Board of Directors shall adopt a resolution or decision determining a specific record date for the list of shareholders. Based on such date, persons registered as shareholders or holders of other securities shall be entitled to receive cash dividends or share dividends and to receive notices or other documents.

Article 49. Other Matters Relating to Profit Distribution

The Company may establish funds as decided by the General Meeting of Shareholders, including the allocation of up to thirty percent (30%) of after-tax profits to the Enterprise Development Investment Fund. The appropriation ratio of such funds and other matters relating to profit distribution shall be decided by the General Meeting of Shareholders in accordance with the provisions of law.

XV. BANK ACCOUNTS, FISCAL YEAR AND ACCOUNTING REGIME

Article 50. Bank Accounts

1. The Company shall open bank accounts with Vietnamese banks or branches of foreign banks licensed to operate in Vietnam.
2. Subject to prior approval by the competent authorities, where necessary, the Company may open bank accounts overseas in accordance with the provisions of law.
3. The Company shall conduct all payments and accounting transactions through its Vietnam Dong or foreign currency accounts opened with banks.

Article 51. Fiscal Year

The fiscal year of the Company shall commence on January 1 and end on December 31 of each calendar year. The first fiscal year shall commence on the date of issuance of the Enterprise Registration Certificate (or business license, in respect of conditional business lines) and shall end on December 31 immediately following the date of issuance of such Enterprise Registration Certificate (or business license).

Article 52. Accounting Regime

1. The accounting regime adopted by the Company shall be the Vietnamese Accounting Standards (VAS) or any other accounting regime approved by the Ministry of Finance.
2. The Company shall maintain its accounting books and records in Vietnamese and preserve accounting records in accordance with the laws on accounting and other relevant laws. Such records shall be accurate, up-to-date, systematic, and sufficient to evidence and explain the Company's transactions.
3. The Company shall use Vietnam Dong as its accounting currency. In the event that the Company's principal economic transactions are conducted mainly in a foreign currency, the Company may choose such foreign currency as its accounting currency, shall be responsible for such choice before the law, and shall notify the directly managing tax authority thereof.

XVI. FINANCIAL STATEMENTS, ANNUAL REPORTS AND INFORMATION DISCLOSURE OBLIGATIONS

Article 53. Annual, Semi-Annual and Quarterly Financial Statements

1. The Company shall prepare annual financial statements, and such annual financial statements shall be audited in accordance with the provisions of law. The Company shall disclose the audited annual financial statements in accordance with the laws on information disclosure in the securities market and submit them to the competent state authorities.
2. The annual financial statements shall include all reports, schedules and explanatory notes as required under the laws on corporate accounting. The annual financial statements shall fairly and accurately reflect the Company's operating results and financial position.

3. The Company shall prepare and disclose reviewed semi-annual financial statements and quarterly financial statements in accordance with the laws on information disclosure in the securities market and submit them to the competent state authorities.

Article 54. Annual Report

The Company shall prepare and disclose its Annual Report in accordance with the laws on securities and the securities market.

XVII. COMPANY AUDIT

Article 55. Audit

1. The General Meeting of Shareholders shall appoint an independent auditing firm or approve a list of independent auditing firms and authorize the Board of Directors to select one of such firms to audit the Company's financial statements for the following fiscal year, based on the terms and conditions agreed with the Board of Directors.
2. The audit report shall be attached to the Company's annual financial statements.
3. The independent auditor conducting the audit of the Company's financial statements shall be entitled to attend meetings of the General Meeting of Shareholders, receive notices and other information relating to such meetings, and express opinions at the General Meeting of Shareholders on matters relating to the audit of the Company's financial statements.

XVIII. CORPORATE SEAL

Article 56. Corporate Seal

1. The seal of the Company includes a physical seal engraved by a seal-making service provider or a seal in the form of a digital signature in accordance with the laws on electronic transactions.
2. The Board of Directors shall decide on the type, quantity, form and contents of the seals of the Company and its branches and representative offices (if any).
3. The Board of Directors and the General Director shall use and manage the seals in accordance with the applicable laws and regulations.

XIX. DISSOLUTION OF THE COMPANY

Article 57. Dissolution of the Company

1. The Company may be dissolved in the following circumstances:
 - a) Upon the expiry of the term of operation stated in the Charter without any resolution on extension;
 - b) Pursuant to a resolution or decision of the General Meeting of Shareholders;
 - c) Upon revocation of the Enterprise Registration Certificate, except where otherwise provided by the Law on Tax Administration;

- d) Other cases as prescribed by law.
2. The early dissolution of the Company (including any extended period of operation) shall be decided by the General Meeting of Shareholders and implemented by the Board of Directors. Such dissolution decision must be notified to or approved by the competent authorities (if required) in accordance with applicable regulations.

Article 58. Deadlock Among Members of the Board of Directors and Shareholders

Unless otherwise provided in this Charter, shareholders holding one-half of the outstanding voting shares in the election of members of the Board of Directors shall have the right to petition the court for the dissolution of the Company on one or more of the following grounds:

1. The members of the Board of Directors are unable to reach agreement in managing the affairs of the Company, resulting in the failure to obtain the required number of votes for the Board of Directors to operate.
2. The shareholders are unable to reach agreement and therefore cannot obtain the number of votes required to elect members of the Board of Directors.
3. Internal disputes and divisions between two or more groups of shareholders have arisen to such an extent that dissolution would be the most beneficial solution for all shareholders.

Article 59. Extension of Operation

1. The Board of Directors shall convene a meeting of the General Meeting of Shareholders at least seven (07) months prior to the expiry of the Company's term of operation so that shareholders may vote on extending the Company's operation for an additional period as proposed by the Board of Directors.
2. The term of operation shall be extended upon approval by shareholders representing at least 65% of the total voting rights of voting shareholders attending the General Meeting of Shareholders in person or through duly authorized representatives.

Article 60. Liquidation

1. At least six (06) months prior to the expiry of the Company's term of operation, or following a decision on dissolution of the Company, the Board of Directors shall establish a Liquidation Committee comprising three members, of whom two members shall be appointed by the General Meeting of Shareholders and one member shall be appointed by the Board of Directors from an independent auditing firm. The Liquidation Committee shall formulate its own operating regulations. Members of the Liquidation Committee may be selected from among the Company's employees or independent experts. All expenses relating to the liquidation shall be given priority for payment over other debts of the Company.
2. The Liquidation Committee shall be responsible for notifying the business registration authority of the date of its establishment and the commencement date of its operation. From that time onward, the Liquidation Committee shall represent the Company in all matters relating to the liquidation of the Company before courts and administrative authorities.

3. Proceeds from the liquidation shall be distributed in the following order of priority:
 - a) Liquidation expenses;
 - b) Outstanding salaries, severance allowances, social insurance contributions and other benefits of employees in accordance with collective labor agreements and executed labor contracts;
 - c) Taxes and other tax-related obligations payable by the Company to the State;
 - d) Other liabilities of the Company;
 - e) The remaining assets after full payment of the obligations specified in items (a) through (d) above shall be distributed among the shareholders. Preferred shares shall have priority in such distribution.

XX. INTERNAL DISPUTE RESOLUTION

Article 61. Internal Dispute Resolution

1. In the event that any dispute or complaint arises in connection with the operation of the Company or the rights and obligations of shareholders under the Law on Enterprises, this Charter, other applicable laws, or agreements between:
 - a) A shareholder and the Company; or
 - b) A shareholder and the Board of Directors, the Supervisory Board, the General Director, or any other executive officer.

The parties concerned shall endeavor to resolve such dispute through negotiation and mediation. Except for disputes involving the Board of Directors or the Chairman of the Board of Directors, the Chairman of the Board of Directors shall preside over the settlement of the dispute and shall request each party to present information relating to the dispute within fifteen (15) working days from the date on which the dispute arises. In the event that the dispute involves the Board of Directors or the Chairman of the Board of Directors, any party may request the appointment of an independent expert to act as mediator for the dispute resolution process.

2. If no settlement is reached within six (06) weeks from the commencement of the mediation process, or if the mediator's decision is not accepted by the parties, any party may submit the dispute to arbitration or a competent court.
3. Each party shall bear its own costs incurred in connection with the negotiation and mediation procedures. Court costs shall be borne by the party as determined by the court.

XXI. AMENDMENTS AND SUPPLEMENTS TO THE CHARTER

Article 62. Amendments and Supplements to the Charter

1. Any amendment to or supplement of this Charter shall be subject to consideration and approval by the General Meeting of Shareholders.
2. In the event that any legal provisions relating to the Company's operations are not addressed in this Charter, or where newly enacted legal provisions differ from those

contained herein, such legal provisions shall prevail and govern the Company's operations.

XXII. EFFECTIVE DATE

Article 63. Effective Date

1. This Charter consists of twenty-two (22) Chapters and sixty-three (63) Articles and was adopted by the General Meeting of Shareholders of West Coach Station Joint Stock Company on June 10, 2026, which unanimously approved the full text and effectiveness of this Charter. This Charter supersedes the Charter adopted by the General Meeting of Shareholders on 23 April, 2021.
2. This Charter is made in ten (10) originals of equal legal validity and shall be kept at the Company's head office.
3. This Charter constitutes the sole and official Charter of the Company.
4. Copies or extracts of the Company's Charter shall be valid only if they bear the signature of the Chairman of the Board of Directors or at least one-half of the total number of members of the Board of Directors.

SIGNATURES OF THE MEMBERS OF THE BOARD OF DIRECTORS
LEGAL REPRESENTATIVE **CHAIRMAN OF THE BOARD OF**
GENERAL DIRECTOR **DIRECTORS**

(Signed)

(Signed)

Nguyen Van Thanh

Dang Nguyen Nguyen Huan

MEMBER OF THE
BOARD OF
DIRECTORS

MEMBER OF THE
BOARD OF
DIRECTORS

MEMBER OF THE
BOARD OF
DIRECTORS

(Signed)

(Signed)

(Signed)

Mai Thanh Binh

Huynh Nguyen Tuan Anh

Nhan Ngoc Dung



WEST COACH STATION JOINT STOCK COMPANY

INTERNAL REGULATIONS ON CORPORATE GOVERNANCE

Ho Chi Minh City, June 2026

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I. GENERAL PROVISIONS

Article 1. Scope of Regulation and Applicable Entities

1. Scope of Regulation: The Internal Regulations on Corporate Governance provide for the roles, rights, and obligations of the General Meeting of Shareholders, the Board of Directors, and the General Director; the procedures and formalities for convening meetings of the General Meeting of Shareholders; nomination, self-nomination, election, dismissal, and removal of members of the Board of Directors, the Supervisory Board, and the General Director; and other activities in accordance with the Company's Charter and other applicable laws and regulations.
2. Applicable Entities: These Regulations shall apply to members of the Board of Directors, the Supervisory Board, the General Director, and related persons.

Article 2. Interpretation of Terms

1. The following terms shall be construed as follows:
 - a) "Corporate governance" means a system of rules ensuring that the Company is properly directed, managed, and effectively supervised for the benefit of shareholders and related parties. The principles of corporate governance include:
 - Ensuring a reasonable governance structure;
 - Ensuring the effective operation of the Board of Directors and the Supervisory Board;
 - Ensuring the rights and interests of shareholders and related parties;
 - Ensuring fair treatment among shareholders;
 - Ensuring transparency in the Company's operations.
 - b) "Company" means West Coach Station Joint Stock Company.
 - c) "Law on Enterprises" means the Law on Enterprises No. 59/2020/QH14 passed by the National Assembly on June 17, 2020, and the Law amending and supplementing the Law on Enterprises No. 76/2025/QH15 dated June 17, 2025.
 - d) "Law on Securities" means the Law on Securities No. 54/2019/QH14 passed by the National Assembly on November 26, 2019, and its amendments and supplements.
 - e) "Related person" means an individual or organization as prescribed in Clause 23, Article 4 of the Law on Enterprises and Clause 46, Article 4 of the Law on Securities.
 - f) "Non-executive member of the Board of Directors" means a member of the Board of Directors who is not the General Director, Deputy General Director, Chief Accountant, or any other executive officer of the Company approved by the Board of Directors.

- g) “Independent member of the Board of Directors” means a member of the Board of Directors satisfying the following conditions:
- Not currently working for the Company, its parent company, or its subsidiaries; and not having worked for the Company, its parent company, or its subsidiaries for at least the preceding three (03) consecutive years;
 - Not currently receiving salary or remuneration from the Company, except for allowances entitled to members of the Board of Directors in accordance with regulations;
 - Not being the spouse, biological parent, adoptive parent, biological child, adopted child, sibling of a major shareholder of the Company; or a manager of the Company or its subsidiaries;
 - Not directly or indirectly owning at least one percent (1%) of the total voting shares of the Company;
 - Not having served as a member of the Board of Directors or the Supervisory Board of the Company for at least the preceding five (05) consecutive years, except in the case of being appointed for two consecutive terms.
- h) “Service Provider” means an organization providing electronic voting services or services for organizing online General Meeting of Shareholders under a service contract with the Company. Such organization shall be selected by the Company based on actual conditions and the Company’s requirements. The Service Provider may be the Vietnam Securities Depository (VSD) or another organization authorized to provide such services.
- i) “Online System” means an application system/software system/website or other forms established by the Service Provider or the Company for organizing the General Meeting of Shareholders in the form of an online conference or electronic voting.

2. In this Regulation, references to any provision or legal document shall include any amendments, supplements, or replacement documents thereto.
3. Headings (Chapters and Articles of these Regulations) are used solely for convenience and shall not affect the interpretation or substance of these Regulations.

II. GENERAL MEETING OF SHAREHOLDERS

Article 3. Roles, Rights, and Obligations of the General Meeting of Shareholders

1. The General Meeting of Shareholders consists of all shareholders with voting rights and is the highest decision-making body of the Company.
2. The General Meeting of Shareholders shall have all rights and obligations as prescribed in Article 14 of the Company’s Charter and Article 138 of the Law on Enterprises.

Article 4. Annual and Extraordinary General Meetings of Shareholders

1. The Annual General Meeting of Shareholders shall be held once every year within four (04) months from the end of the fiscal year. The Board of Directors may decide to extend the convening of the Annual General Meeting of Shareholders where necessary, but not exceeding six (06) months from the end of the fiscal year. In addition to the annual meeting, the General Meeting of Shareholders may hold extraordinary meetings. The location of the General Meeting of Shareholders shall be determined as the place where the chairperson attends the meeting and must be within the territory of Vietnam.
2. The Company shall fully comply with the procedures and formalities for convening the General Meeting of Shareholders in accordance with applicable laws, the Company's Charter, and the Company's internal regulations. The Company shall not restrict shareholders from attending the General Meeting of Shareholders and shall facilitate shareholders in authorizing representatives to attend the meeting or vote by registered mail upon request. The Company shall provide guidance on authorization procedures and prepare powers of attorney for shareholders in accordance with regulations.
3. The Company shall make its best efforts to apply modern information technologies so that shareholders may participate in General Meetings of Shareholders in the most effective manner. Annual and extraordinary General Meetings of Shareholders may be organized in the form of physical meetings, online meetings, or a combination of both. The organization of a physical meeting, online meeting, or a combination thereof shall be decided by the Board of Directors based on actual circumstances and notified to shareholders in the meeting invitation notice.
4. The Board of Directors, the Supervisory Board, and the person convening the General Meeting of Shareholders shall arrange the agenda and reasonably organize the venue and time to enable shareholders to attend, discuss, and vote on each matter included in the meeting agenda.
5. Members of the Board of Directors and members of the Supervisory Board must attend the Annual General Meeting of Shareholders to answer shareholders' questions at the meeting (if any). In cases of force majeure preventing attendance, members of the Board of Directors and members of the Supervisory Board must submit a written report to the Board of Directors and the Supervisory Board. In the event that the audit report on the Company's annual financial statements contains material exceptions, adverse audit opinions, or disclaimers of opinion, the Company must invite representatives of the approved auditing organization that conducted the audit of the Company's financial statements to attend the Annual General Meeting of Shareholders, and such representatives shall be responsible for attending the Company's Annual General Meeting of Shareholders.

Article 5. Authority to Convene the General Meeting of Shareholders

1. The Board of Directors shall be responsible for convening the General Meeting of

Shareholders in accordance with Clause 3, Article 13 of the Company's Charter.

2. The Supervisory Board shall be responsible for convening the General Meeting of Shareholders in accordance with Point b, Clause 4, Article 13 of the Company's Charter.
3. Shareholders or groups of shareholders specified in Clause 3, Article 11 of the Company's Charter shall have the right to convene the General Meeting of Shareholders in accordance with Point c, Clause 4, Article 13 of the Company's Charter.

Article 6. Preparation of the List of Shareholders Entitled to Attend the Meeting and Notification of the Record Date for Shareholders Entitled to Attend the General Meeting of Shareholders

1. The person convening the General Meeting of Shareholders must prepare a list of shareholders eligible to attend 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 ten (10) days before the date on which the notice of invitation to the General Meeting of Shareholders is sent.
2. The Company shall disclose information regarding the preparation of the list of shareholders entitled to attend the General Meeting of Shareholders at least twenty (20) days before the final registration date. Such disclosure shall be made in accordance with securities laws and regulations on information disclosure.
3. The list of shareholders entitled to attend the General Meeting of Shareholders must include the full name, contact address, nationality, and legal identification number of individual shareholders; the name, enterprise registration number or legal document number, and head office address of organizational shareholders; and the number of shares of each class held by shareholders.

Article 7. Notice of Invitation to the General Meeting of Shareholders

1. The notice of invitation to the General Meeting of Shareholders must contain the Company's name, head office address, enterprise registration number; the shareholder's name and contact address; the time and venue of the meeting; and other requirements applicable to attendees.
2. The notice of invitation to the General Meeting of Shareholders shall be sent to all shareholders by a method ensuring delivery to the shareholders' contact addresses, and simultaneously published on the Company's website, the website of the State Securities Commission, and the Stock Exchange where the Company's shares are listed. The person convening the General Meeting of Shareholders must send the notice of invitation to all shareholders in the list of shareholders entitled to attend the meeting no later than twenty-one (21) days before the opening date of the General Meeting of Shareholders (calculated from the date the notice is duly sent or dispatched). The agenda of the General Meeting of Shareholders and documents related to matters to be voted on at the meeting shall be sent to shareholders and/or

published on the Company's website. In cases where the documents are not enclosed with the notice of invitation, the notice must clearly specify the link to access all meeting documents so that shareholders may review them.

Article 8. Agenda, Contents, and Personnel of the General Meeting of Shareholders

1. The person convening the General Meeting of Shareholders must prepare the agenda, meeting contents, and documents to be used during the meeting.
2. Shareholders or groups of shareholders referred to in Clause 3, Article 11 of the Company's Charter shall have the right to propose matters to be included in the agenda of the General Meeting of Shareholders. Such proposals must be made in writing and sent to the Company no later than five (05) working days before the opening date of the General Meeting of Shareholders. The proposal must include the shareholder's name, permanent address, nationality, Citizen Identification Card number, passport number, or other lawful personal identification documents for individual shareholders; the name, enterprise registration number or establishment decision number, and head office address for organizational shareholders; the number and class of shares held; and the matter proposed for inclusion in the meeting agenda.
3. Where the person convening the General Meeting of Shareholders rejects a proposal specified in Clause 2 of this Article, such person must provide a written response stating the reasons no later than two (02) working days before the opening date of the General Meeting of Shareholders. A proposal may only be rejected in the following cases:
 - a) The proposal is submitted beyond the prescribed time limit or does not contain sufficient or proper information;
 - b) At the time of the proposal, the shareholder or group of shareholders does not own at least 5% of the total ordinary shares;
 - c) The proposed matter does not fall within the authority of the General Meeting of Shareholders for discussion and approval.
4. The person convening the General Meeting of Shareholders must accept and include proposals specified in Clause 2 of this Article in the proposed agenda and contents of the meeting, except in the cases specified in Clause 3 of this Article. Such proposals shall be officially added to the agenda and contents of the meeting if approved by the General Meeting of Shareholders.
5. Chairperson and Presidium
 - a) The Chairman of the Board of Directors shall act as the chairperson or authorize another member of the Board of Directors to act as chairperson of the General Meeting of Shareholders convened by the Board of Directors. If the Chairman is absent or temporarily unable to perform duties, the remaining members of the Board of Directors shall elect one among themselves to act as chairperson on the basis of majority vote. If no chairperson can be elected, the Head of the Supervisory Board shall preside over the election of the chairperson by the



- General Meeting of Shareholders from among the attendees, and the person receiving the highest number of votes shall act as chairperson of the meeting;
- b) Except as provided in Point a of this Clause, the person signing the notice convening the General Meeting of Shareholders shall preside over the election of the chairperson by the General Meeting of Shareholders, and the person receiving the highest number of votes shall act as chairperson of the meeting;
- c) The chairperson shall have the right to take necessary measures to conduct the meeting in a reasonable and orderly manner, in accordance with the approved agenda and reflecting the wishes of the majority of attendees.
- d) The chairperson of the General Meeting of Shareholders shall have the following rights:
- To require all attendees to comply with inspection procedures or other lawful and reasonable security measures;
 - To request competent authorities to maintain order at the meeting; to expel persons who fail to comply with the chairperson's authority, intentionally disrupt order, obstruct the normal progress of the meeting, or fail to comply with security inspection requirements from the General Meeting of Shareholders;
 - To postpone a General Meeting of Shareholders that has sufficient registered attendees for no more than three (03) working days from the intended opening date, and only in the following cases:
 - + The meeting venue does not have sufficient seating capacity for all attendees;
 - + Communication facilities at the venue do not adequately ensure participation, discussion, and voting by attending shareholders;
 - + Attendees obstruct or disrupt order, posing a risk that the meeting cannot be conducted fairly and lawfully;
 - Other rights and obligations of the chairperson as prescribed by applicable laws.
- e) The Presidium shall consist of at least one (01) person, including one Chairperson and other members (if any).
- f) Duties of the Presidium:
- To conduct the activities of the Company's General Meeting of Shareholders in accordance with the proposed agenda approved by the General Meeting of Shareholders;
 - To guide delegates and the General Meeting in discussing agenda items;
 - To present drafts and conclusions of matters requiring voting by the General Meeting;
 - To answer matters raised by the General Meeting;
 - To resolve issues arising throughout the course of the General Meeting.
- g) The Presidium shall operate under the principles of collective leadership, democratic centralism, and decision-making by majority vote.

6. Secretary

a) The chairperson shall appoint one or more persons to act as secretary of the meeting.

b) Duties of the Secretary:

- To fully and accurately record the contents of the General Meeting;
- To receive registration slips for speeches from shareholders/delegates;
- To prepare the minutes of the meeting and draft resolutions of the General Meeting of Shareholders;
- To assist the chairperson in disclosing information related to the General Meeting of Shareholders and notifying shareholders in accordance with laws and the Company's Charter;
- To perform other duties as requested by the chairperson.

7. Counting Committee

a) The General Meeting of Shareholders shall elect one or more persons to the Vote Counting Committee upon the proposal of the chairperson of the meeting;

b) Duties of the Vote Counting Committee:

- To explain the principles, rules, and procedures for voting;
- To count and record votes, prepare vote-counting minutes, announce the results, and submit the minutes to the chairperson for approval of voting results;
- To promptly notify the secretary of voting results;
- To review and report to the General Meeting any violations of voting rules or complaints regarding voting results.

8. Committee for Verification of Shareholders'/Delegates' Eligibility

a) The person convening the General Meeting of Shareholders in accordance with Article 140 of the Law on Enterprises shall appoint one or more persons to serve on the Committee for Verification of Shareholders'/Delegates' Eligibility for the meeting. This Committee shall consist of at least two (02) persons, including one Head and at least one member.

b) Duties of the Committee for Verification of Shareholders'/Delegates' Eligibility:

- To verify the eligibility and status of shareholders and shareholder representatives attending the meeting;
- The Head of the Committee shall report to the General Meeting of Shareholders on the attendance status of shareholders. If shareholders and authorized representatives attending the meeting represent more than 50% of the total voting rights, the meeting may proceed;
- To participate in counting votes on other matters prior to the establishment of the Vote Counting Committee.

Article 9. Authorization of Representatives to Attend the General Meeting of Shareholders

1. Any authorization by a shareholder to an individual or organization to attend the



General Meeting of Shareholders on their behalf must be made in writing. The power of attorney shall be prepared in accordance with civil law regulations and must clearly specify the name of the authorizing shareholder, the name of the authorized individual or organization, the number of authorized shares, the contents and scope of authorization, the duration of authorization, and the signatures of both the authorizing and authorized parties.

The authorized representative attending the General Meeting of Shareholders must submit the power of attorney upon registration for attendance. In the case of re-authorization, the attendee must additionally present the original authorization document from the shareholder or the authorized representative of the organizational shareholder (if not previously registered with the Company). The re-authorized person may not further authorize another person.

2. An organizational shareholder owning at least ten percent (10%) of the total ordinary shares may authorize a maximum of three (03) representatives. Where an organizational shareholder appoints multiple authorized representatives, the number of shares represented by each authorized representative must be specifically designated. If the organizational shareholder does not specify the number of shares corresponding to each authorized representative, the shares shall be equally allocated among all authorized representatives.
3. The document appointing an authorized representative of an organizational shareholder must be notified to the Company and shall only take effect with respect to the Company from the date the Company receives such document. The appointment document must include the principal contents prescribed in Clause 4, Article 14 of the Law on Enterprises.

Article 10. Methods of Registration for Attendance at the General Meeting of Shareholders

1. Shareholders and authorized representatives of organizational shareholders may attend the meeting in person, authorize one or more other individuals or organizations to attend on their behalf, or participate through one of the forms prescribed in Clause 3, Article 144 of the Law on Enterprises, provided that the Company announces the application of such forms in the meeting invitation notice.
2. Prior to the opening date of the General Meeting of Shareholders, shareholders shall choose a method of registration for attendance as stated in the notice, including:
 - a) Registration for attendance via telephone, fax, email, etc.;
 - b) Authorization of representatives to attend the meeting;
 - c) Other methods of registration for attendance at the General Meeting of Shareholders as notified by the Company.

Shareholders and authorized representatives who have registered attendance through the above methods must still bring and present the meeting invitation, identification documents, power of attorney, and other necessary related documents to the

Organizing Committee for shareholder registration at the General Meeting of Shareholders conducted in the form of a physical meeting as prescribed in Clause 3 of this Article.

3. On the date of the General Meeting of Shareholders, before the opening of the meeting, the Company must conduct shareholder registration procedures and continue such registration until all attending shareholders entitled to participate in the meeting have completed registration in the following order:
 - a) During shareholder registration, the Company shall issue to each shareholder or authorized representative with voting rights a voting ballot and/or voting card indicating the registration number, full name of the shareholder, full name of the authorized representative (if necessary), and the number of voting rights of such shareholder. Shareholders may additionally be issued election ballots where the agenda of the General Meeting of Shareholders includes the election of members of the Board of Directors or the Supervisory Board. The form and contents of the election ballot shall be prescribed in the Election Rules, Election Regulations, or Regulations on Organizing the General Meeting of Shareholders for that meeting.
 - b) The shareholder registration method prescribed in Point a, Clause 3 of this Article may be adjusted in accordance with the Working and Voting Rules of the General Meeting or the Regulations on Organizing the General Meeting of Shareholders.
 - c) Shareholders or authorized representatives arriving after the opening of the meeting shall have the right to immediately register and thereafter participate and vote at the meeting immediately after registration. The chairperson shall not be required to suspend the meeting for late attendees to register, and the validity of matters voted on prior to their arrival shall remain unchanged.

Article 11. Conditions for Conducting the Meeting

1. The General Meeting of Shareholders shall be conducted when the attending shareholders represent more than fifty percent (50%) of the total voting rights.
2. In the event that the first meeting does not satisfy the conditions prescribed in Clause 1 of this Article, a notice of invitation for the second meeting must be sent within thirty (30) days from the intended date of the first General Meeting of Shareholders. The second General Meeting of Shareholders shall be conducted when the attending shareholders represent at least thirty-three percent (33%) of the total voting rights.
3. In the event that the second meeting does not satisfy the conditions prescribed in Clause 2 of this Article, a notice of invitation for the third meeting must be sent within twenty (20) days from the intended date of the second meeting. The third General Meeting of Shareholders shall be conducted regardless of the total voting rights represented by the attending shareholders.

Article 12. Forms of Adoption of Resolutions of the General Meeting of Shareholders

1. The General Meeting of Shareholders shall adopt resolutions within its authority by

voting at the meeting (through physical meetings, online meetings, or a combination of physical and online meetings) or by collecting written opinions.

2. The Board of Directors shall have the right to collect shareholders' written opinions on all matters within the decision-making authority of the General Meeting of Shareholders when deemed necessary for the interests of the Company, except for decisions on reorganization or dissolution of the Company. Opinion collection forms may be received through the following methods:
 - a) Direct delivery, postal mail, or email;
 - b) Electronic voting;
 - c) Combination of direct delivery, postal mail, or email with electronic voting.

Article 13. Voting Methods

1. The General Meeting of Shareholders shall discuss and vote on each matter included in the agenda. Voting shall be conducted by approval, disapproval, or abstention/no opinion. Shareholders shall vote by raising voting cards as directed by the Chairperson or by marking approval, disapproval, or abstention/no opinion on the voting ballots.
2. Within one voting ballot, matters requiring opinions shall be voted on independently. The invalidity of the vote on one matter shall not affect the validity of votes on other matters.
3. In the event a shareholder votes incorrectly or the voting ballot is no longer intact, the shareholder may contact the Organizing Committee for reissuance of a new voting ballot and must return the old voting ballot.
4. The voting methods prescribed in Clauses 1, 2, and 3 of this Article may be adjusted in accordance with the Working and Voting Rules of the General Meeting or the Regulations on Organizing the General Meeting of Shareholders for that meeting.
5. Voting methods under other forms (voting by mail, fax, email; electronic voting; voting at online meetings) shall be specifically guided in the meeting invitation notice, the Working and Voting Rules of the General Meeting, the Regulations on Organizing the General Meeting of Shareholders, or other documents enclosed with the meeting invitation for that meeting.

Article 14. Vote Counting Methods at the General Meeting of Shareholders

1. The General Meeting of Shareholders shall elect one or more persons to the Vote Counting Committee upon the proposal of the Chairperson to conduct vote counting at the General Meeting. The Vote Counting Committee may have supporting staff to assist with vote counting and supervision of the voting process at the General Meeting.
2. For sensitive matters and where requested by shareholders, the Company shall appoint an independent organization to collect and count votes.
3. The Vote Counting Committee shall be responsible for preparing statistics on the

numbers of approval votes, disapproval votes, and abstentions/no opinions of the General Meeting of Shareholders for each matter submitted for voting, reporting the results to the Chairperson, and announcing them before the General Meeting.

4. In the case of collecting shareholders' written opinions, the Board of Directors shall organize the vote counting and prepare the vote-counting minutes under the supervision of the Supervisory Board or shareholders who do not hold managerial positions in the Company.

Article 15. Conditions for Adoption of Resolutions

1. Conditions for resolutions to be adopted through voting at the General Meeting of Shareholders conducted in the form of a physical meeting shall comply with Clauses 1 and 2, Article 20 of the Company's Charter.
2. Voting for the election of members of the Board of Directors and the Supervisory Board shall comply with Clause 3, Article 20 of the Company's Charter, and Articles 28 and 40 of these Regulations.
3. Conditions for resolutions to be adopted through voting at the General Meeting of Shareholders conducted in the form of an online meeting shall comply with Clauses 1 and 2 of this Article.
4. Except for matters prescribed in Clause 3, Article 20 of the Company's Charter, resolutions of the General Meeting of Shareholders adopted by written opinion collection shall be valid if approved by shareholders representing more than fifty percent (50%) of the total voting rights of all voting shareholders and shall have the same validity as resolutions adopted at a General Meeting of Shareholders.
5. Resolutions of the General Meeting of Shareholders adopted by one hundred percent (100%) of the total voting shares shall be lawful and effective even if the procedures and formalities for convening the meeting and adopting such resolutions violate the provisions of the Law on Enterprises and the Company's Charter.

Article 16. Notification of Vote Counting Results

1. The total number of approval votes, disapproval votes, and abstentions/no opinions for each matter shall be announced by the Chairperson (or the representative of the Vote Counting Committee) after completion of the vote counting or immediately before the closing of the meeting.
2. In the case of collecting shareholders' written opinions, the minutes of vote-counting results must be sent to shareholders within fifteen (15) days from the completion date of the vote counting. The delivery of vote-counting minutes and resolutions may be replaced by publication on the Company's website within twenty-four (24) hours from the completion of vote counting, and the Company must simultaneously disclose such information to the State Securities Commission and the Stock Exchange where the Company is listed.

Article 17. Methods of Objecting to Resolutions of the General Meeting of Shareholders

1. Within ninety (90) days from the date of receipt of the resolution or minutes of the General Meeting of Shareholders, or the vote-counting minutes of written opinion collection, shareholders or groups of shareholders specified in Clause 3, Article 11 of the Company's Charter shall have the right to request a Court or Arbitration to review and cancel the resolution or part of the contents of the resolution of the General Meeting of Shareholders in the following cases:
 - a) The procedures and formalities for convening the meeting and adopting resolutions of the General Meeting of Shareholders seriously violate the provisions of the Law on Enterprises and the Company's Charter, except for the case prescribed in Clause 6, Article 20 of the Charter;
 - b) The contents of the resolution violate the law or the Company's Charter.
2. Shareholders who voted against resolutions on the reorganization of the Company or changes to shareholders' rights and obligations as prescribed in the Company's Charter shall have the right to request the Company to repurchase their shares. Such request must be made in writing, clearly stating the shareholder's name and address, the number and class of shares, the proposed selling price, and the reasons requesting the Company to repurchase the shares. The request must be sent to the Company within ten (10) days from the date the General Meeting of Shareholders adopts the relevant resolution.

Article 18. Preparation of Minutes of the General Meeting of Shareholders

1. The General Meeting of Shareholders must be recorded in minutes and may also be audio-recorded or recorded and stored in other electronic forms. The minutes must be prepared in Vietnamese and may additionally be prepared in a foreign language, and must contain the following principal contents:
 - Name, head office address, and enterprise registration number of the Company;
 - Time and venue of the General Meeting of Shareholders;
 - Agenda and contents of the meeting;
 - Full names of the Chairperson and Secretary;
 - Summary of the meeting proceedings and opinions expressed at the General Meeting of Shareholders regarding each matter on the agenda;
 - Number of attending shareholders and total voting rights of shareholders attending the meeting, attached with the appendix of the list of registered shareholders and shareholder representatives attending the meeting together with the corresponding number of shares and voting rights;
 - Total voting rights for each matter voted on, clearly stating the voting method, total valid votes, invalid votes, approval votes, disapproval votes, and

- abstentions/no opinions, together with the corresponding percentages of the total voting rights of attending shareholders;
- Matters approved and the corresponding approval voting ratios;
 - Full names and signatures of the Chairperson and Secretary. In the event that the Chairperson and Secretary refuse to sign the meeting minutes, such minutes shall remain valid if signed by all other attending members of the Board of Directors and containing all contents prescribed in this Clause. The minutes must clearly state the refusal of the Chairperson and Secretary to sign the minutes.
2. The minutes of the General Meeting of Shareholders must be completed and approved before the closing of the meeting. The Chairperson, Secretary, and any other person signing the minutes shall be jointly liable for the truthfulness and accuracy of the contents of the minutes.
 3. Minutes prepared in Vietnamese and in a foreign language shall have equal legal validity. In the event of any discrepancy between the Vietnamese version and the foreign-language version, the Vietnamese version shall prevail.
 4. Resolutions, minutes of the General Meeting of Shareholders, appendices containing the list of shareholders registering for attendance together with shareholders' signatures, powers of attorney for meeting attendance, all documents attached to the minutes (if any), and documents related to the meeting invitation must be retained at the Company's head office.

Article 19. Disclosure of Resolutions of the General Meeting of Shareholders

1. Resolutions of the General Meeting of Shareholders must be disclosed on the Company's website within twenty-four (24) hours from the end of the General Meeting of Shareholders, and simultaneously disclosed to the State Securities Commission and the Stock Exchange where the Company is listed.
2. Resolutions of the General Meeting of Shareholders must be notified to shareholders entitled to attend the General Meeting of Shareholders within fifteen (15) days from the date of adoption; where the Company has a website, the sending of resolutions may be replaced by publication on the Company's website.
3. Resolutions of the General Meeting of Shareholders shall take effect from the date of adoption or from the effective date specified in such resolutions. In the event that a shareholder or group of shareholders requests the Court or Arbitration to cancel a resolution of the General Meeting of Shareholders in accordance with Article 151 of the Law on Enterprises, such resolution shall remain effective until the decision of the Court or Arbitration annulling the resolution takes legal effect, except where interim emergency measures are applied pursuant to a decision of a competent authority.

Article 20. Procedures and Formalities for Meetings of the General Meeting of Shareholders Adopting Resolutions through Voting at Physical Meetings

The procedures and formalities for meetings of the General Meeting of Shareholders adopting resolutions through voting at General Meetings of Shareholders conducted in the form of physical meetings shall comply with Articles 5 through 19 of these Regulations.

Article 21. Procedures and Formalities for Meetings of the General Meeting of Shareholders Adopting Resolutions by Collecting Shareholders' Written Opinions

1. The Board of Directors shall have the right to collect shareholders' written opinions on all matters within the decision-making authority of the General Meeting of Shareholders when deemed necessary for the interests of the Company, except for decisions on reorganization or dissolution of the Company.
2. Procedures and formalities for collecting shareholders' written opinions:
 - a) The Board of Directors must prepare the opinion collection ballots, draft resolutions of the General Meeting of Shareholders, and explanatory documents for the draft resolutions.
 - b) Notification of the record date for shareholders for the purpose of collecting shareholders' written opinions shall be made in accordance with Clause 2, Article 6 of these Regulations.
 - c) Preparation of the list of shareholders for collecting shareholders' written opinions shall be carried out in accordance with Clause 1, Article 6 of these Regulations.
 - d) Sending documents and opinion collection ballots to shareholders.

No later than ten (10) days before the deadline for returning opinion collection ballots, the Board of Directors must disclose information and simultaneously send to all voting shareholders the opinion collection ballots, draft resolutions of the General Meeting of Shareholders, and explanatory documents for the draft resolutions. The requirements, disclosure procedures, and methods of sending opinion collection ballots and accompanying documents shall comply with Clause 2, Article 7 of these Regulations and Article 21 of the Company's Charter.

- e) Receipt of shareholders' returned opinion collection ballots.

In the case of postal delivery, the completed opinion collection ballot must bear the signature of the individual shareholder or the authorized representative or legal representative of the organizational shareholder. Opinion collection ballots returned to the Company must be enclosed in sealed envelopes, and no person shall be entitled to open them before the vote counting.

In the case of transmission by fax or email, the returned opinion collection ballots must be kept confidential until the vote-counting time.

Opinion collection ballots returned to the Company after the deadline specified in

the ballot contents, or ballots opened before vote counting in the case of postal delivery, or disclosed before vote counting in the case of fax or email transmission, shall be invalid. Opinion collection ballots not returned shall be deemed abstentions/non-participation in voting.

f) Vote counting and preparation of vote-counting minutes

The Board of Directors shall organize the vote counting and prepare the vote-counting minutes under the supervision of the Supervisory Board or shareholders not holding managerial positions in the Company. The vote-counting minutes must contain the principal contents prescribed in Clause 5, Article 21 of the Company's Charter. Members of the Board of Directors, vote counters, and vote-counting supervisors shall be jointly liable for the truthfulness and accuracy of the vote-counting minutes and jointly liable for damages arising from resolutions adopted as a result of dishonest or inaccurate vote counting.

3. Resolutions of the General Meeting of Shareholders and vote-counting minutes must be sent to shareholders within fifteen (15) days from the completion date of the vote counting. The sending of vote-counting minutes and resolutions may be replaced by publication on the Company's website and disclosure to the State Securities Commission and the Stock Exchange within twenty-four (24) hours from the completion of the vote counting.

Article 22. Procedures and Formalities for Meetings of the General Meeting of Shareholders Adopting Resolutions through Voting at General Meetings of Shareholders Conducted in the Form of Online Conferences

1. Notice of Convocation of the General Meeting of Shareholders

The notice of invitation to the General Meeting of Shareholders shall be sent to shareholders on the list of shareholders entitled to attend the meeting in accordance with Article 7 of these Regulations. In addition, the notice of invitation shall clearly specify the method for shareholders to participate in the General Meeting of Shareholders conducted in the form of an online conference ("Online General Meeting").

2. Methods of Registration for Attendance and Authorization to Attend the General Meeting of Shareholders

- a) The methods of registration for attendance and authorization to attend the Online General Meeting shall be specifically provided in the Regulations on Organizing the Online General Meeting of Shareholders and disclosed to shareholders in accordance with regulations.
- b) Unless the Service Provider does not require or otherwise provides, shareholders attending the Online General Meeting must additionally satisfy the following conditions:

- Possess devices capable of connecting to the internet (*computers, tablets, mobile phones, other electronic devices, etc.*);



- Possess a mobile phone number provided by a mobile telecommunications service provider in Vietnam or an email address.

- c) Each shareholder shall be provided with an access account and password to log in to the Online System. The Company shall notify shareholders of the access account and password in the meeting invitation notice, the access account notice enclosed with the meeting invitation, or by other methods prescribed in the Regulations on Organizing the Online General Meeting of Shareholders.

3. Conditions for Conducting the Meeting

The quorum ratio for conducting the General Meeting of Shareholders in the form of an Online Conference shall comply with Article 11 of these Regulations and shall be determined based on the voting rights of shareholders attending the meeting online.

4. Forms of Adoption of Resolutions of the General Meeting of Shareholders

Shareholders shall approve matters on the meeting agenda by voting directly on the Online System.

5. Voting Methods

- a) Each shareholder shall log in to the Online System and conduct voting and elections on the Online System. Detailed voting and election methods shall be guided in the Regulations on Organizing the Online General Meeting of Shareholders, the meeting invitation notice, or other documents of the Company, and disclosed to shareholders in accordance with regulations.
- b) After logging into the access account on the Online System, shareholders shall vote by selecting one of the following three options for each matter submitted for voting: Approval, Disapproval, or Abstention/No Opinion. For election matters, shareholders shall conduct voting in accordance with procedures similar to direct elections.
- c) In the event additional matters arise outside the meeting agenda already sent to shareholders, shareholders may cast supplementary votes or elections on the Online System. If shareholders do not vote or participate in elections for such additional matters, their votes shall be deemed abstentions/no opinions for those matters.
- d) Shareholders may change their voting or election results or may cast supplementary votes or elections for additional matters. The voting result recorded shall be the final voting or election result of the shareholder at the time voting closes as announced by the Vote Counting Committee. From the time voting closes, the Online System shall be locked, and shareholders may no longer vote or participate in elections for locked matters.

6. Vote Counting Methods and Announcement of Vote Counting Results

- a) Vote counting methods shall comply with Article 14 of these Regulations. The Vote Counting Committee shall calculate voting results based on voting and

election results provided by the Online System after the closing of voting.

- b) Announcement of vote-counting results shall comply with Article 16 of these Regulations.

7. Preparation of Minutes of the General Meeting of Shareholders

Minutes of the General Meeting of Shareholders shall be prepared in accordance with Article 18 of these Regulations.

8. Disclosure of Resolutions of the General Meeting of Shareholders

Resolutions of the General Meeting of Shareholders shall be disclosed in accordance with Article 19 of these Regulations.

9. Obligations of Shareholders Participating in the Online General Meeting

- a) Shareholders must satisfy the conditions for participation in the Online System in accordance with the regulations of the Service Provider and/or the guidance of the Company (for example: possessing internet-connected devices, mobile phone numbers, email addresses, etc.).
- b) Shareholders must register accurate, complete, truthful, and updated phone numbers, contact addresses, and email addresses at any time prior to participation in the Online General Meeting in order to ensure receipt of access account notifications and shall bear full responsibility for the registered information.
- c) Shareholders shall be responsible for maintaining the confidentiality of login names, other identifying factors (if any) of access accounts, and login passwords to ensure that only shareholders may exercise voting rights on the Online System, except where such information is provided to authorized representatives attending the Online General Meeting. All voting transactions conducted by shareholders (personally or through authorized representatives) on the Online System using the correct login name, password, and/or other identifying factors shall automatically be deemed the shareholder's intention. Shareholders shall ensure that their authorized representatives comply with this Clause in the same manner as shareholders.

The Company shall not be liable for any disputes (if any) between shareholders and/or the Service Provider and/or authorized representatives relating to the re-authentication of attendance, voting, or elections through shareholders' access accounts. Shareholders shall bear all risks related to transactions conducted using their access account login names, passwords, and/or other identifying factors, and shall bear full legal responsibility before the law and the Company for voting and election results conducted through shareholders' access accounts on the Online System.

- d) Shareholders shall accept and strictly comply with the regulations of the Service Provider and/or the guidance of the Company when participating in the Online General Meeting.



- e) Shareholders shall cooperate with the Company and/or the Service Provider in resolving errors, incidents, or other issues arising in connection with voting and elections (if any).

Article 23. Procedures and Formalities for Meetings of the General Meeting of Shareholders Adopting Resolutions through Voting at General Meetings of Shareholders Conducted in the Form of Physical Meetings Combined with Online Conferences

1. Notice of Convocation of the General Meeting of Shareholders

The notice of invitation to the General Meeting of Shareholders shall be implemented in the same manner as prescribed in Clause 1, Article 22 of these Regulations.

2. Methods of Registration for Attendance and Authorization to Attend the General Meeting of Shareholders

Shareholders may register for attendance or authorize attendance under one of the following two forms:

- a) Participation in the General Meeting in the form of a physical meeting: implemented in accordance with Articles 9 and 10 of these Regulations.
- b) Participation in the General Meeting in the form of an online conference: implemented in accordance with Clause 2, Article 22 of these Regulations.

3. Conditions for Conducting the Meeting

The quorum ratio for conducting the General Meeting of Shareholders in the form of a physical meeting combined with an online conference shall comply with Article 11 of these Regulations. The total voting rights represented at the meeting shall include both shareholders attending physically and shareholders attending online for the purpose of determining the quorum ratio.

4. Forms of Adoption of Resolutions of the General Meeting of Shareholders

Shareholders shall approve matters on the meeting agenda through one of the following forms:

- a) Direct voting at the General Meeting;
- b) Direct voting on the Online System.

5. Voting Methods

Shareholders shall vote and participate in elections on matters included in the meeting agenda through one of the following forms:

- a) Direct voting at the General Meeting: implemented in the same manner as prescribed in Article 13 of these Regulations.
- b) Direct voting on the Online System: implemented in the same manner as prescribed in Clause 5, Article 22 of these Regulations.

6. Vote Counting Methods and Announcement of Vote Counting Results

- a) The Vote Counting Committee shall conduct vote counting for both forms (physical and online):
 - i. Direct voting at the General Meeting: implemented in accordance with Article 14 of these Regulations.
 - ii. Online voting on the Online System: implemented in accordance with Clause 6, Article 22 of these Regulations.
 - b) Announcement of vote-counting results shall comply with Article 16 of these Regulations.
7. Preparation of Minutes of the General Meeting of Shareholders
- Minutes of the General Meeting of Shareholders shall be prepared in accordance with Article 18 of these Regulations.
8. Disclosure of Resolutions of the General Meeting of Shareholders
- Resolutions of the General Meeting of Shareholders shall be disclosed in accordance with Article 19 of these Regulations.

III. BOARD OF DIRECTORS

Article 24. Roles, Rights and Obligations of the Board of Directors; Responsibilities of Members of the Board of Directors

1. The Board of Directors is the governing body of the Company and has full authority on behalf of the Company to decide and exercise the rights and obligations of the Company, except for those rights and obligations falling within the authority of the General Meeting of Shareholders.
2. The rights and obligations of the Board of Directors are stipulated in Article 26 of the Company's Charter and Clause 2, Article 153 of the Law on Enterprises.
3. Members of the Board of Directors of the Company must disclose to the Company their related interests in accordance with Article 164 of the Law on Enterprises.
4. Members of the Board of Directors shall enjoy all rights prescribed by the Law on Securities, the Law on Enterprises, relevant laws, and the Company's Charter, including the right to be provided with information and documents regarding the financial status and business operations of the Company and its affiliated units.
5. Members of the Board of Directors shall have the obligations stipulated in the Company's Charter and the following obligations:
 - a) To perform their duties honestly and prudently for the best interests of the Company;
 - b) To fully attend meetings of the Board of Directors and provide opinions on matters discussed at such meetings;
 - c) To promptly and fully report to the Board of Directors any remuneration received from subsidiaries, affiliated companies, and other organizations;

- d) To report to the Board of Directors at the nearest meeting any transactions between the Company, its subsidiaries, or companies in which the Company holds more than 50% of the charter capital, and members of the Board of Directors and their related persons; and transactions between the Company and companies in which a member of the Board of Directors is a founding member or enterprise manager within the three (03) years preceding the transaction date;
- e) Members of the Board of Directors and their related persons, when conducting transactions involving the Company's shares, must disclose information in accordance with law.

Article 25. Term and Number of Members of the Board of Directors

1. The Board of Directors shall consist of five (05) members.
2. The term of office of members of the Board of Directors shall not exceed five (05) years and members may be re-elected for an unlimited number of terms. An individual may serve as an independent member of the Board of Directors for no more than two (02) consecutive terms. In the event all members of the Board of Directors simultaneously expire their terms, such members shall continue serving until new members are elected to replace them and assume their duties.

Article 26. Structure, Standards and Conditions of Members of the Board of Directors

1. The structure of the Board of Directors shall be as follows:
 - a) The structure of the Company's Board of Directors must ensure that:
 - i. At least one (01) non-executive member where the Board of Directors consists of between three (03) and five (05) members;
 - ii. At least two (02) non-executive member where the Board of Directors consists of between six (06) and eight (08) members;
 - iii. At least three (03) non-executive member where the Board of Directors consists of between nine (09) and eleven (11) members.

The Company shall minimize the number of Board members concurrently holding executive positions within the Company in order to ensure the independence of the Board of Directors.

- b) The total number of independent members of the Board of Directors must satisfy the following requirements:
 - i. At least one (01) independent member where the Board of Directors consists of between three (03) and five (05) members;
 - ii. At least two (02) independent members where the Board of Directors consists of between six (06) and eight (08) members;
 - iii. At least three (03) independent members where the Board of Directors consists of between nine (09) and eleven (11) members.

2. The Chairman of the Board of Directors must not concurrently hold the position of General Director of the Company.
3. Members of the Board of Directors must satisfy the standards and conditions prescribed in Clause 1, Article 155 of the Law on Enterprises and Clause 4, Article 25 of the Company's Charter.
4. Independent members of the Board of Directors must satisfy the standards and conditions prescribed in Clause 2, Article 155 of the Law on Enterprises and Clause 5, Article 25 of the Company's Charter.
5. Members of the Board of Directors of the Company may concurrently serve as members of the Board of Directors of no more than five (05) other companies.
6. Members of the Board of Directors of the Company are not necessarily required to be shareholders of the Company.
7. Members of the Board of Directors shall not participate as members of the board of directors or hold executive positions in companies determined by the Board of Directors to be competitors of the Company.

Article 27. Nomination and Self-Nomination of Members of the Board of Directors

1. Shareholders holding ordinary shares may aggregate their voting rights to nominate candidates to the Board of Directors. A shareholder or group of shareholders holding at least 5% of the total ordinary shares shall have the right to nominate candidates to the Board of Directors. Shareholders or groups of shareholders holding from 5% to under 10% of the total voting shares may nominate one candidate; from 10% to under 30% may nominate up to two candidates; from 30% to under 50% may nominate up to three candidates; from 50% to under 65% may nominate up to four candidates; and from 65% or more may nominate a sufficient number of candidates.
2. Ordinary shareholders forming a group to nominate candidates to the Board of Directors and the Supervisory Board must notify attending shareholders of such grouping before the opening of the General Meeting of Shareholders.
3. In the event the number of candidates nominated or self-nominated to the Board of Directors remains insufficient, the incumbent Board of Directors may introduce additional candidates or organize nominations in accordance with mechanisms prescribed by the Company. Such nomination mechanisms or methods for introducing candidates by the incumbent Board of Directors must be clearly disclosed before the General Meeting of Shareholders votes to elect members of the Board of Directors in accordance with law.

Article 28. Method of Electing Members of the Board of Directors

1. The election of members of the Board of Directors must be conducted using the cumulative voting method, whereby each shareholder shall have a total number of votes corresponding to the number of shares owned multiplied by the number of members to be elected to the Board of Directors, and shareholders may allocate all or part of their votes to one or more candidates. Where shareholders wish to

distribute all their votes equally among selected candidates, shareholders are not required to specify the exact number of votes for each candidate, but only need to select the candidates in accordance with the Election Rules, Election Regulations, or Regulations on Organizing the General Meeting of Shareholders.

2. Elected members of the Board of Directors shall be determined based on the number of votes received, ranked from highest to lowest, beginning with the candidate receiving the highest number of votes until the number of members prescribed in the Company's Charter is filled. In the event two (02) or more candidates receive an equal number of votes for the final position on the Board of Directors, a re-election shall be conducted among such candidates or selection shall be made according to criteria specified in the Election Regulations or the Company's Charter. An elected candidate to the Board of Directors must receive at least one (01) vote.
3. The Company shall provide detailed regulations and guidance for shareholders regarding voting for members of the Board of Directors using the cumulative voting method in the Election Rules, Election Regulations, or Regulations on Organizing the General Meeting of Shareholders.
4. In the event that only one additional member of the Board of Directors is to be elected and there is only one candidate nominated or self-nominated to the Board of Directors, the General Meeting of Shareholders may conduct such supplementary election by voting ballot/voting card instead of election ballot, subject to approval by the General Meeting of Shareholders.

Article 29. Cases of Removal, Dismissal, Replacement and Supplementation of Members of the Board of Directors

1. The General Meeting of Shareholders shall remove a member of the Board of Directors in the cases prescribed in Clause 1, Article 160 of the Law on Enterprises and Clause 7, Article 25 of the Company's Charter.
2. The General Meeting of Shareholders shall dismiss a member of the Board of Directors in the cases prescribed in Clause 2, Article 160 of the Law on Enterprises and Clause 8, Article 25 of the Company's Charter.
3. Where deemed necessary, the General Meeting of Shareholders may decide to replace members of the Board of Directors or remove or dismiss members of the Board of Directors outside the cases prescribed in Clauses 7 and 8, Article 25 of the Company's Charter.
4. Where the number of members of the Board of Directors is reduced by more than one-third (1/3) compared to the number prescribed in the Company's Charter, the Board of Directors must convene a General Meeting of Shareholders within sixty (60) days from the date such reduction occurs in order to elect additional members. In other cases, at the nearest meeting, the General Meeting of Shareholders shall elect new members to replace removed or dismissed members of the Board of Directors.

Article 30. Notification of Election, Removal and Dismissal of Members of the Board of Directors

Notification of the election, removal, or dismissal of members of the Board of Directors shall be carried out in accordance with regulations on information disclosure.

Article 31. Introduction of Candidates for the Board of Directors

1. Once candidates for the Board of Directors have been identified, the Company must disclose information relating to such candidates at least ten (10) days prior to the opening date of the General Meeting of Shareholders on the Company's website so that shareholders may review the candidates before voting. Information disclosed regarding candidates for the Board of Directors shall include:
 - Full name, date of birth;
 - Professional qualifications;
 - Employment history;
 - Other managerial positions held (including positions on boards of directors of other companies);
 - Interests related to the Company and related parties of the Company;
 - Other information as prescribed in the Internal Corporate Governance Regulations or Election Regulations (if any);
 - The Company shall be responsible for disclosing information on companies in which candidates currently hold positions as board members, other managerial positions, and interests related to such companies (if any).
2. Candidates for the Board of Directors must provide written commitments regarding the truthfulness and accuracy of disclosed personal information and undertake to perform their duties honestly, prudently, and in the best interests of the Company if elected as members of the Board of Directors.

Article 32. Election, Removal and Dismissal of the Chairman of the Board of Directors

1. The Chairman of the Board of Directors shall be elected, removed, or dismissed by the Board of Directors from among its members. The Board of Directors shall select from among its members to elect a Chairman by direct and open voting or secret ballot. In the event candidates for Chairman receive an equal number of votes, the candidate owning or representing ownership of the greater number of shares shall be elected. The Chairman of the Board of Directors must not concurrently serve as the General Director of the Company.
2. A Chairman or member of the Board of Directors wishing to resign, or legal entities wishing to replace their representatives currently serving as Chairman or members of the Board of Directors of the Company, must submit a written request to the Board of Directors. Within a maximum of sixty (60) days from receipt of such

request, the Board of Directors shall convene a meeting to consider and decide on the matter.

3. In the event the Chairman of the Board of Directors submits a resignation letter or is removed or dismissed, the Board of Directors must elect a replacement to assume the Chairman's duties within ten (10) days from the date of receipt of the resignation letter or the date of removal or dismissal.
4. In the event the Chairman of the Board of Directors is absent or unable to perform his/her duties, the Chairman must authorize another member in writing to exercise the rights and perform the obligations of the Chairman. If there is no authorized person, or if the Chairman dies, is missing, is held in temporary detention, is serving a prison sentence, is serving an administrative handling measure at a compulsory detoxification establishment or compulsory educational institution, absconds from his/her place of residence, has limited or lost civil act capacity, has difficulties in cognition or behavior control, or is prohibited by the Court from holding positions, practicing professions, or performing certain work, the remaining members shall elect one among themselves as Chairman of the Board of Directors according to the principle of majority approval by the remaining members until a new decision of the Board of Directors is made.

Article 33. Remuneration, Bonuses and Other Benefits of Members of the Board of Directors

1. The Company shall have the right to pay remuneration and bonuses to members of the Board of Directors based on business results and performance. Members of the Board of Directors shall be entitled to remuneration and bonuses. The total remuneration and bonuses of the Board of Directors shall be decided by the General Meeting of Shareholders at the annual meeting. Such remuneration shall be allocated among the members of the Board of Directors in accordance with the agreement of the Board of Directors or equally divided in the absence of such agreement.
2. The remuneration of each member of the Board of Directors shall be recorded as a business expense of the Company in accordance with the laws 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.
3. Members of the Board of Directors holding executive positions, or members serving on subcommittees of the Board of Directors, or performing duties which, in the opinion of the Board of Directors, fall outside the normal scope of duties of a member of the Board of Directors, may receive additional remuneration in the form of a lump-sum payment for each assignment, salary, commission, percentage of profits, or other forms as decided by the Board of Directors.
4. Members of the Board of Directors shall be entitled to reimbursement for all travel, accommodation, meal expenses and other reasonable expenses incurred in the performance of their duties as members of the Board of Directors, including expenses

incurred in attending meetings of the General Meeting of Shareholders, the Board of Directors, or subcommittees of the Board of Directors.

5. Members of the Board of Directors may be covered by liability insurance purchased by the Company subject to approval by the General Meeting of Shareholders. Such insurance shall not cover liabilities of members of the Board of Directors arising from violations of law or the Company's Charter.

Article 34. Order and Procedures for Organizing Meetings of the Board of Directors

1. Minimum number of meetings: The Board of Directors shall convene at least one (01) meeting every quarter and may hold extraordinary meetings when necessary.
2. Cases requiring extraordinary meetings of the Board of Directors:
 - a) The Chairman of the Board of Directors must convene a meeting of the Board of Directors upon written request from one of the following parties stating the purpose of the meeting and matters to be discussed:
 - The General Director or at least five (05) other managers;
 - At least two (02) members of the Board of Directors;
 - The Supervisory Board;
 - Independent members of the Board of Directors.
 - b) The Chairman of the Board of Directors must convene a meeting within seven (07) working days from the date of receipt of the request specified in Point a, Clause 2 of this Article. If the Chairman fails to convene the meeting as requested, the Chairman shall be liable for any damages caused to the Company; the requesting persons mentioned in Point a, Clause 2 of this Article shall have the right to convene the meeting in replacement of the Chairman.
3. Notice of Board of Directors meeting:
 - a) The Chairman of the Board of Directors or the convener of the meeting must send the notice of invitation at least three (03) working days prior to the meeting date. The notice must be made in Vietnamese and clearly specify the time, venue, agenda, matters for discussion and decision. The notice must be accompanied by documents to be used at the meeting and voting ballots of members.
 - b) The notice of invitation may be sent by invitation letter, telephone, fax, electronic means or other methods, provided that it is delivered to the registered contact address of each member of the Board of Directors at the Company.
4. Right of members of the Supervisory Board to attend meetings of the Board of Directors: The Chairman of the Board of Directors or the convener must send notices and accompanying documents to members of the Supervisory Board in the same manner as to members of the Board of Directors. Members of the Supervisory Board shall have the right to attend meetings of the Board of Directors and participate in discussions, but shall not have voting rights.



5. Conditions for conducting meetings of the Board of Directors:
 - a) A meeting of the Board of Directors may only be conducted when at least three-fourths (3/4) of the total members attend the meeting.
 - b) If the meeting convened as prescribed in Point a of this Clause does not satisfy the quorum requirement, a second meeting must be convened within seven (07) days from the intended date of the first meeting. In such case, the second meeting may proceed if more than one-half (1/2) of the members of the Board of Directors attend.
6. Voting methods at meetings of the Board of Directors:
 - a) A member of the Board of Directors shall be deemed to attend and vote at the meeting in the following cases:
 - i. Attending and voting directly at the meeting;
 - ii. Authorizing another person to attend and vote on his/her behalf. Such authorization must be approved by the majority of members of the Board of Directors;
 - iii. Attending and voting through online conferences, electronic voting or other electronic means;
 - iv. Sending voting ballots to the meeting by mail, fax or email.

In case of sending voting ballots by mail, the ballots must be sealed and delivered to the Chairman of the Board of Directors at least one (01) hour before the opening of the meeting. Voting ballots shall only be opened in the presence of all attendees.
 - b) Each member of the Board of Directors or his/her authorized representative attending the meeting in person shall have the right to vote openly, directly, or by secret ballot if deemed necessary. Each member shall have one (01) vote. However, a member of the Board of Directors may not vote on contracts, transactions or proposals in which such member or his/her related persons have interests that conflict or may conflict with the interests of the Company.
 - c) Subject to Point d of this Clause, where an issue arises at a meeting relating to the interests of a member of the Board of Directors or the voting rights of a member, and such issue cannot be resolved through the voluntary abstention of that member, the matter shall be referred to the chairperson of the meeting, whose ruling shall be final, except where the nature or extent of the relevant member's interests has not been fully disclosed.
 - d) A member of the Board of Directors benefiting from a contract as prescribed in Points a and b, Clause 7, Article 37 of the Company's Charter shall be deemed to have a material interest in such contract.
 - e) A member of the Board of Directors who directly or indirectly benefits from a contract or transaction entered into or proposed to be entered into with the

Company, and who knows that he/she has an interest therein, must disclose the nature and content of such interest at the meeting where the Board of Directors first considers entering into such contract or transaction. Alternatively, such member may disclose it at the first meeting of the Board of Directors held after he/she becomes aware of the interest.

7. Method for passing resolutions of the Board of Directors: The Board of Directors shall pass resolutions and decisions if approved by the majority of attending members; in case of an equal number of votes, the final decision shall belong to the side supported by the Chairman of the Board of Directors.
8. The Board of Directors may adopt resolutions by collecting written opinions from members of the Board of Directors. Resolutions and decisions adopted in this manner shall have the same validity as those adopted at a meeting of the Board of Directors.
9. Minutes of meetings of the Board of Directors:
 - a) Meetings of the Board of Directors must be recorded in minutes and may also be audio-recorded or stored in other electronic forms. Minutes must be made in Vietnamese and may additionally be made in a foreign language, containing the following principal contents:
 - i. Name, head office address, and enterprise registration number;
 - ii. Time and venue of the meeting;
 - iii. Purpose, agenda and contents of the meeting;
 - iv. Full names of attending members or authorized representatives and methods of attendance; names of absent members and reasons for absence;
 - v. Issues discussed and voted on at the meeting;
 - vi. Summary of opinions of each attending member in chronological order of the meeting;
 - vii. Voting results, clearly stating members voting for, against, and abstaining;
 - viii. Matters approved and the corresponding approval ratios;
 - ix. Full names and signatures of the chairperson and minute recorder, except in the case specified in Point b of this Clause.
 - b) Where the chairperson of the meeting or the minute-taker refuses to sign the minutes, the minutes shall nevertheless be valid, provided that they are signed by all other members of the Board of Directors attending the meeting who approve the minutes, and that the minutes contain all contents prescribed in Clause 2, Article 158 of the Law on Enterprises.
 - c) The chairperson, minute recorder and signatories of the minutes shall be responsible for the truthfulness and accuracy of the contents of the minutes of the Board of Directors meeting.



d) Minutes made in Vietnamese and in a foreign language shall have equal legal validity. In case of discrepancies between the Vietnamese and foreign language versions, the Vietnamese version shall prevail.

10. Announcement of resolutions and decisions of the Board of Directors:

- a) Contents approved by the majority of attending members at the meeting of the Board of Directors must be documented in a formal Resolution. Minutes of meetings of the Board of Directors must be kept at the Company's head office.
- b) The Company shall disclose information regarding resolutions and decisions of the Board of Directors in cases where disclosure is required under securities laws.

Article 35. Selection, Appointment and Dismissal of the Person in Charge of Corporate Governance

1. Standards of the Person in Charge of Corporate Governance:

- a) Having knowledge of the law;
- b) Not concurrently working for the approved auditing organization that is auditing the Company's financial statements;
- c) Other standards as prescribed by law, the Company's Charter, and resolutions of the Board of Directors.

2. The Board of Directors must appoint at least one (01) person in charge of corporate governance to support corporate governance activities within the enterprise. The person in charge of corporate governance may concurrently serve as the Company Secretary.

3. The Board of Directors may dismiss the person in charge of corporate governance when necessary, provided that such dismissal does not contravene the prevailing labor laws.

4. The notification of appointment or dismissal of the person in charge of corporate governance shall comply with regulations on information disclosure.

5. Rights and obligations of the person in charge of corporate governance

- a) Advising the Board of Directors on organizing meetings of the General Meeting of Shareholders in accordance with regulations and on matters relating to the relationship between the Company and shareholders;
- b) Preparing meetings of the Board of Directors, the Supervisory Board and the General Meeting of Shareholders at the request of the Board of Directors or the Supervisory Board;
- c) Advising on procedures for meetings;
- d) Attending meetings;
- e) Advising on procedures for preparing resolutions of the Board of Directors in compliance with legal regulations;

- f) Providing financial information, copies of minutes of meetings of the Board of Directors and other information to members of the Board of Directors and members of the Supervisory Board;
- g) Supervising and reporting to the Board of Directors on the Company's information disclosure activities;
- h) Acting as the contact point with stakeholders;
- i) Maintaining confidentiality of information in accordance with the law and the Company's Charter;
- j) Other rights and obligations as prescribed by law and the Company's Charter.

IV. SUPERVISORY BOARD

Article 36. Role, Rights and Obligations of the Supervisory Board; Responsibilities of Members of the Supervisory Board

1. The Supervisory Board shall be accountable to the Company's shareholders for its supervisory activities. The Supervisory Board shall supervise the Company's financial status, the legality of actions of members of the Board of Directors, activities of members of the Board of Management, other executives, the coordination between the Supervisory Board, the Board of Directors, the Board of Management and shareholders, and perform other duties as prescribed by law and the Company's Charter in order to protect the lawful rights and interests of the Company and shareholders.
2. The rights and obligations of the Supervisory Board are prescribed in Article 170 of the Law on Enterprises and Article 42 of the Company's Charter.
3. Responsibilities of members of the Supervisory Board:
 - a) Complying with the law, the Company's Charter, resolutions of the General Meeting of Shareholders and professional ethics in performing assigned rights and obligations;
 - b) Performing assigned rights and obligations honestly, prudently and to the best extent possible in order to ensure the maximum lawful interests of the Company;
 - c) Remaining loyal to the interests of the Company and shareholders; not abusing their position, authority, information, know-how, business opportunities or other assets of the Company for personal gain or for the benefit of other organizations or individuals;
 - d) Performing other obligations as prescribed by law and the Company's Charter;
 - e) In the event of violations of Points a, b, c or d of this Clause causing damage to the Company or others, the Controller shall bear personal or joint liability for compensation of such damage. Any income and other benefits obtained from such violations must be returned to the Company;

- f) Upon discovering that another Controller has committed violations in the performance of assigned rights and obligations, promptly notifying the Supervisory Board in writing, requesting the violating person to cease the violation and remedy the consequences;
 - g) The Supervisory Board shall be responsible for receiving requests from ordinary shareholders for inspection of books and records as prescribed in Clause 1, Article 45 of the Company's Charter, and requests for information from the Board of Directors, the General Director or other managers. The provision of information is regulated in Appendix 1 of these Regulations. Recipients of information shall be responsible for maintaining confidentiality and using such information solely for assigned duties.
4. The Supervisory Board shall have the right to access and obtain information in accordance with Article 171 of the Law on Enterprises.

Article 37. Term, Number, Composition and Structure of Members of the Supervisory Board

1. The Supervisory Board of the Company shall consist of three (03) members.
2. The term of office of members of the Supervisory Board shall not exceed five (05) years and members may be re-elected for an unlimited number of terms. In the event that the terms of Controllers expire simultaneously and new Controllers have not yet been elected, the outgoing Controllers shall continue to exercise their rights and obligations until the new Controllers are elected and assume office.
3. More than one-half of the members of the Supervisory Board must permanently reside in Vietnam. The Head of the Supervisory Board must possess a university degree or higher in economics, finance, accounting, auditing, law, business administration, or a discipline related to the Company's business activities.
4. The Supervisory Board must hold at least two (02) meetings per year, and at least two-thirds (2/3) of its members must attend each meeting. Minutes of meetings of the Supervisory Board must be prepared in a detailed and clear manner. The minute recorder and attending members of the Supervisory Board must sign the meeting minutes. Minutes of meetings of the Supervisory Board must be retained to determine the responsibilities of each member.
5. If the Supervisory Board discovers violations of law or the Company's Charter committed by members of the Board of Directors, the General Director or other executives, it must notify the Board of Directors in writing within forty-eight (48) hours from the time of discovery, requesting the violator to cease the violation and implement remedial measures.
6. The Supervisory Board shall be responsible for reporting to the General Meeting of Shareholders in accordance with Article 290 of Decree No. 155/2020/ND-CP dated December 31, 2020.

Article 38. Standards and Conditions for Members of the Board of Supervisors

1. Members of the Board of Supervisors must satisfy the standards and conditions prescribed in Article 169 of the Law on Enterprises and must not fall into the following cases:
 - a) Working in the accounting or finance department of the Company;
 - b) Being a member or employee of the independent auditing firm that has audited the Company's financial statements during the preceding three (03) consecutive years.
2. Supervisors must not be related persons of the Company's managers or those of the parent company; representatives of enterprise capital contributions; or representatives of state capital contributions at the parent company and the Company.

Article 39. Nomination and Candidacy for Members of the Board of Supervisors

1. Shareholders or groups of shareholders holding from 5% of the total ordinary shares shall have the right to nominate candidates to the Board of Supervisors. Shareholders or groups of shareholders holding from 5% to under 10% of the voting shares may nominate one (01) candidate; from 10% to under 30% may nominate two (02) candidates; from 30% to under 50% may nominate three (03) candidates; from 50% to under 65% may nominate four (04) candidates; and from 65% or more may nominate five (05) candidates.
2. Groups of ordinary shareholders forming a group to nominate candidates to the Board of Supervisors must notify the attending shareholders of such grouping before the opening of the General Meeting of Shareholders.
3. In the event that the number of candidates for the Board of Supervisors nominated or self-nominated remains insufficient, the incumbent Board of Supervisors may nominate additional candidates or organize nominations according to a mechanism prescribed by the Company. The nomination mechanism or the method by which the incumbent Board of Supervisors introduces additional candidates must be clearly disclosed before the General Meeting of Shareholders votes to elect members of the Board of Supervisors in accordance with the law.

Article 40. Method of Electing Members of the Board of Supervisors

1. The election of members of the Board of Supervisors shall be conducted by cumulative voting, whereby each shareholder shall have the total number of votes corresponding to the total number of shares owned multiplied by the number of members to be elected to the Board of Supervisors, and shareholders may allocate all or part of their votes to one or more candidates. Where shareholders wish to distribute all of their votes equally among selected candidates, they are not required to specify the exact number of votes for each candidate but only need to select the candidates in accordance with the procedures set out in the Election Rules, Election Regulations, or Regulations on organization of the General Meeting of Shareholders.
2. Elected members of the Board of Supervisors shall be determined based on the

number of votes received, ranked from highest to lowest, beginning with the candidate receiving the highest number of votes until the number of members specified in the Company Charter is filled. In the event that two (02) or more candidates receive the same number of votes for the final position on the Board of Supervisors, a re-election shall be conducted among those candidates with equal votes or selection shall be made according to the criteria specified in the Election Regulations or the Company Charter. An elected candidate to the Board of Supervisors must receive at least one (01) vote.

3. The Company shall provide detailed regulations and guidance to shareholders on voting for members of the Board of Supervisors by cumulative voting in the Election Rules, Election Regulations, or Regulations on organization of the General Meeting of Shareholders.
4. In the event that only one additional member of the Board of Supervisors is to be elected and there is only one nominated or self-nominated candidate, the General Meeting of Shareholders may conduct such additional election by voting ballot/voting card instead of election ballot, subject to approval by the General Meeting of Shareholders.

Article 41. Cases of Dismissal and Removal of Members of the Board of Supervisors

The General Meeting of Shareholders shall dismiss or remove members of the Board of Supervisors in accordance with Article 174 of the Law on Enterprises and Clauses 3 and 4, Article 40 of the Company Charter.

Article 42. Announcement of Election, Dismissal, and Removal of Members of the Board of Supervisors

The announcement of the results of election, dismissal, or removal of members of the Board of Supervisors shall comply with the regulations on information disclosure.

Article 43. Salaries, Remuneration, Bonuses, and Other Benefits of Members of the Board of Supervisors

1. Members of the Board of Supervisors shall be entitled to salaries, remuneration, bonuses, and other benefits as decided by the General Meeting of Shareholders. The General Meeting of Shareholders shall determine the total amount of salaries, remuneration, bonuses, other benefits, and the annual operating budget of the Board of Supervisors.
2. Members of the Board of Supervisors shall be reimbursed for reasonable accommodation, travel, meal expenses, and expenses for using independent consulting services when attending meetings of the Board of Supervisors or performing other duties of the Board of Supervisors. The total amount of such remuneration and expenses shall not exceed the annual operating budget of the Board of Supervisors approved by the General Meeting of Shareholders, unless otherwise decided by the General Meeting of Shareholders.

3. Salaries and operating expenses of the Board of Supervisors shall be recorded as business expenses of the Company in accordance with the laws on corporate income tax and other relevant laws, and must be presented as a separate item in the Company's annual financial statements.

V. GENERAL DIRECTOR AND OTHER EXECUTIVES

Article 44. Role, Responsibilities, Rights and Obligations of the General Director

1. The General Director is the person in charge of the Company's day-to-day business operations, subject to the supervision of the Board of Directors, and responsible before the Board of Directors and before the law for the performance of the assigned rights and obligations.
2. The General Director shall have the rights and obligations prescribed in Clause 3, Article 162 of the Law on Enterprises and Clause 4, Article 34 of the Company Charter.
3. The General Director shall have responsibilities in accordance with Article 165 of the Law on Enterprises.

Article 45. Term of Office, Standards and Conditions of the General Director and Other Executives

1. The term of office of the General Director shall be five (05) years unless otherwise decided by the Board of Directors, and the General Director may be reappointed for an unlimited number of terms.
2. The General Director must satisfy the standards and conditions prescribed in Articles 64 and 162 of the Law on Enterprises, specifically:
 - a) Must not fall under the cases prescribed in Clause 2, Article 17 of the Law on Enterprises;
 - b) Must possess professional qualifications and experience in business administration of the Company;
 - c) Must not be a related person of the Company's managers, Supervisors, or those of the parent company; representatives of state capital contributions or representatives of state capital at the Company and the parent company;
 - d) Other standards as prescribed by the Company Charter and other internal regulations and policies of the Company.
3. Other executives must satisfy the standards and conditions prescribed in Points a and b, Clause 2 of this Article and other standards prescribed in the Company's internal regulations and policies. The term of office of other executives (except the General Director) shall not exceed five (05) years.
4. Depending on the Company's stage of development, the Board of Directors may adjust or supplement the standards and conditions applicable to the General Director and other executives.

Article 46. Appointment, Dismissal, Removal, Execution and Termination of Labor Contracts with the General Director

1. The Board of Directors shall appoint and dismiss the General Director, Deputy General Directors, Chief Accountant, and other executives under its authority. Deputy General Directors, the Chief Accountant, and other executives shall be appointed by the Board of Directors based on the proposal of the General Director.
2. The Board of Directors must convene a meeting to vote on the appointment or dismissal of the General Director, Deputy General Directors, Chief Accountant, and other executives under the appointment authority of the Board of Directors.
3. The Board of Directors shall execute and terminate labor contracts and determine the salary, remuneration, bonuses, and other benefits of the General Director, Deputy General Directors, Chief Accountant, and other executives under its appointment authority.
4. The Chairman of the Board of Directors shall, on behalf of the Board of Directors, execute the labor contract with the General Director. The General Director shall execute contracts with Deputy General Directors, the Chief Accountant, and other executives under authorization from the Board of Directors. The labor contract must clearly specify the principles for remuneration, income levels, benefits, responsibilities, and authority. The contents of the labor contract must comply with labor laws and the Company Charter.
5. Cases of removal of the General Director and other executives:
 - a) Suffering from mental disorder with professional evidence proving that such person no longer has legal capacity for civil acts;
 - b) Failure to fulfill duties or violation of the Company Charter, internal rules, or regulations;
 - c) Violation of the law to the extent of criminal prosecution, resulting in compulsory termination of the labor contract;
 - d) Other cases as prescribed by resolutions or decisions of the Board of Directors.
6. Cases of dismissal of the General Director and other executives:
 - a) Failure to satisfy the standards and conditions prescribed in Clauses 2 and 3, Article 45 of these Regulations;
 - b) Due to operational needs, reassignment, or personnel rotation within the Company;
 - c) Expiration of labor contract, retirement, or no need for renewal of the labor contract;
 - d) Health conditions insufficient for continued work;
 - e) Submission of a resignation letter and acceptance thereof;
 - f) Other cases as prescribed by resolutions or decisions of the Board of Directors.

Article 47. Notification of Appointment, Dismissal, Execution and Termination of Contracts with the General Director and Other Executives

The appointment, dismissal, execution, and termination of contracts with the General Director and other executives shall be internally notified within the Company and publicly disclosed in accordance with the regulations of securities laws.

Article 48. Salary and Other Benefits of the General Director and Other Executives

The salary, bonuses, remuneration, benefits, and other terms of the labor contract of the General Director shall be determined by the Board of Directors, while contracts with other executives shall be decided by the Board of Directors after consultation with the General Director.

VI. PRINCIPLES OF COORDINATION AMONG THE BOARD OF DIRECTORS, THE BOARD OF SUPERVISORS, AND THE GENERAL DIRECTOR

Article 49. Procedures and Sequence for Convening Meetings, Sending Meeting Notices, Recording Minutes, and Announcing Meeting Results among the Board of Directors, the Board of Supervisors, and the General Director

1. Notices of invitation to meetings, written opinion forms for members of the Board of Directors and accompanying documents, meeting minutes, and notifications of meeting results must be sent to the Board of Supervisors and the General Director at the same time and in the same manner as those sent to members of the Board of Directors.
2. The Board of Supervisors and the General Director shall have the right to attend meetings of the Board of Directors and to discuss and provide comments, but shall not have voting rights.
3. Members of the Board of Directors may, where deemed necessary, attend meetings chaired by the Management Board. Members of the Board of Directors shall have the right to express opinions but shall not have the authority to conclude the meeting.

Article 50. Notification of Resolutions and Decisions of the Board of Directors to the Board of Supervisors

Resolutions, decisions, and meeting minutes of the Board of Directors must be sent to the Board of Supervisors at the same time and in the same manner as those sent to members of the Board of Directors and the General Director.

Article 51. Notification of Resolutions and Decisions of the Board of Directors to the General Director

Resolutions and decisions of the Board of Directors concerning duties and tasks falling within the rights and obligations of the General Director or requiring coordination and



implementation by the General Director must be sent to the General Director at the same time and in the same manner as those sent to members of the Board of Directors.

Article 52. Cases Where the General Director and the Board of Supervisors Request the Convening of Meetings of the Board of Directors and Matters Requiring Opinions from the Board of Directors

1. Cases requiring the convening of a meeting of the Board of Directors

When events arise that affect the Company's operations or when deemed necessary for the interests of the Company and falling within the decision-making authority of the Board of Directors, the General Director and the Board of Supervisors may request the convening of a meeting of the Board of Directors.

Such request must be made in writing, clearly stating the purpose, issues to be discussed, and matters requiring decisions within the authority of the Board of Directors.

2. Matters for which the General Director must seek opinions from the Board of Directors

- a) Matters falling within the approval authority of the Board of Directors or matters exceeding the authority delegated by the Board of Directors to the General Director;
- b) Significant issues arising during the implementation of resolutions and decisions of the Board of Directors;
- c) Other matters that the General Director deems necessary to seek opinions from the Board of Directors.

3. Matters for which the Board of Supervisors must seek opinions from the Board of Directors

- a) Reports, conclusions, and recommendations of the Board of Supervisors that require consultation with the Board of Directors before submission to the General Meeting of Shareholders;
- b) Other matters that the Board of Supervisors deems necessary to convene a meeting of the Board of Directors.

Article 53. Reports of the General Director to the Board of Directors on the Performance of Assigned Duties and Powers

1. The General Director shall be responsible for directing the preparation of quarterly, semi-annual, and annual reports to the Board of Directors on the Company's operational status and implementation orientation for the following period.
2. On a monthly basis, the General Director shall provide summary reports to the Board of Directors on the Company's operational status to enable members of the Board of Directors to inspect and supervise the Company's activities.

Article 54. Matters that the General Director Must Report and Provide Information on, and Methods of Notification to the Board of Directors and the Board of Supervisors

1. The General Director shall be responsible for organizing the implementation of resolutions and decisions of the Board of Directors. Specifically:
 - During the implementation of resolutions and decisions of the Board of Directors, if any issue detrimental to the Company is identified, the General Director must promptly report it to the Board of Directors for consideration and adjustment of such resolution or decision. If the Board of Directors does not amend the resolution or decision, the General Director must still implement it but shall have the right to reserve his/her opinion and report the matter to the Company's Board of Supervisors.
 - In addition to matters required to be submitted to the Board of Directors under the law and the Company Charter, the General Director shall have the authority to proactively manage the Company's operations in accordance with the delegation regulations and working procedures issued by the Board of Directors; and to decide on measures beyond his/her authority in emergency situations (natural disasters, war, fire, incidents, etc.).
 - The General Director shall have the obligation to notify the Board of Directors of transactions between the Company, its subsidiaries, or companies in which Bến xe Miền Tây Joint Stock Company holds more than 50% of the charter capital, and the General Director or persons related to the General Director, in accordance with the law.
2. Reports of the General Director submitted to the Board of Directors or other documents issued by the Company must be sent to the Board of Supervisors at the same time and in the same manner as those sent to members of the Board of Directors.

Article 55. Coordination of Control, Management and Supervision Activities among Members of the Board of Directors, Members of the Board of Supervisors and the Board of Management

1. Procedures and processes for coordination between the Board of Directors and the Board of Management:
 - a) Coordination between the Board of Directors and the General Director:
 - In urgent cases, the Board of Directors has the right to request the General Director and other executives of the Company to provide information on the Company's operations and submit such information to the Board of Directors at least twenty-four (24) hours in advance. The Board of Directors must not use undisclosed information of the Company or disclose it to others for conducting related transactions.



- Matters falling under the approval authority of the Board of Directors pursuant to law and the Company Charter proposed by the General Director must be responded to by the Board of Directors within seven (07) days or within another period agreed upon by the parties.
 - For other matters requiring opinions from the General Director, the General Director must respond within five (05) days from receipt of the request.
- b) Relationship between the Board of Directors and the Board of Management:
- In important matters of the Company such as market surveys, domestic and overseas market expansion, or negotiation and signing of contracts beyond the authority of the General Director, the Chairman of the Board of Directors has the right to appoint the General Director to participate as an advisor to the Chairman of the Board of Directors.
 - For meetings to which the Company is invited, except where the invitation is addressed specifically to an individual, attendance shall be assigned depending on the nature of the meeting as follows:
 - + Important meetings relating to organizational reform, mechanisms, policies, long-term development orientation, or resolution of major outstanding issues of the Company shall be attended jointly by the Chairman of the Board of Directors and the General Director, or by either of them, who shall subsequently notify the relevant individuals or departments if necessary.
 - + Meetings relating to immediate policies or operational management shall be attended by the General Director or Deputy General Director, who shall subsequently report to the Board of Directors. If the General Director or Deputy General Director does not attend, another member of the Board of Directors shall attend and subsequently report to the Chairman of the Board of Directors and the General Director.
 - + Other meetings shall be attended by persons appointed by the General Director.
2. Procedures and processes for coordination between the Board of Directors and the Board of Supervisors:
- a) Coordination between the Board of Directors and the Board of Supervisors:
- The Board of Directors:
 - + The Board of Directors shall send notices of meetings, related documents and notices of meeting results to the Board of Supervisors in accordance with Articles 49 and 50 of these Regulations.
 - + For other matters requiring opinions from the Board of Supervisors, the Board of Supervisors must respond within seven (07) days from receipt of the request.

- The Board of Supervisors:
 - + Regularly inform the Board of Directors of operational results, and consult the Board of Directors before submitting reports, conclusions, and recommendations to the General Meeting of Shareholders;
 - + In meetings of the Supervisory Board, the Supervisory Board has the right to request members of the Board of Directors (and simultaneously request the General Director, internal auditors (if any), and independent auditors) to attend and answer questions of concern to the Supervisors;
 - + Periodic and ad hoc inspections of the Supervisory Board must be concluded in writing (no later than fifteen (15) days from the date of completion) and sent to the Board of Directors to provide additional basis for the Board of Directors in managing the Company. Depending on the level and results of such inspections, the Supervisory Board shall discuss and reach agreement with the Board of Directors and the General Director before reporting to the General Meeting of Shareholders. In case of disagreement, the Supervisory Board is entitled to reserve its opinions and have them recorded in the minutes, and the Head of the Supervisory Board shall be responsible for reporting to the nearest General Meeting of Shareholders;
 - + Other matters requiring the opinion of the Board of Directors shall be responded to by the Board of Directors within seven (07) days from the date of receipt of the request.

b) Relationship between the Board of Directors and the Supervisory Board:

- When deemed necessary for its supervisory duties, the Head of the Supervisory Board has the right (or may assign another member of the Supervisory Board) to attend meetings of the Board of Directors. At such meetings, the Supervisory Board member has the right to discuss and provide opinions on important matters but does not have voting rights.
- During the course of inspection and supervision, if the Supervisory Board detects issues that are incorrect or not beneficial to the Company, or contrary to applicable laws; or decisions of the General Director and/or the Board of Directors that exceed their authority; or violations by members of the Executive Board or the Board of Directors that affect the interests of the Company and its shareholders, it shall promptly report to the Chairperson of the Board of Directors. If such issues are not timely addressed, the Supervisory Board has the right to reserve its opinions and request a meeting of the Board of Directors for resolution; if still unresolved, the Supervisory Board may continue to reserve its opinions for reporting to the nearest General Meeting of Shareholders, or, where necessary, may convene an extraordinary General Meeting of Shareholders to resolve the issues mentioned above.

- For matters within the authority of the Board of Directors or matters required to be submitted to the General Meeting of Shareholders, the Board of Directors shall make decisions prior to receiving the opinion of the Supervisory Board (in writing or directly stated on the submission). The decisions of the Board of Directors are not dependent on the opinion of the Supervisory Board. In case of disagreement, the opinion of the Supervisory Board shall be reserved and handled in accordance with Point b, Clause 2 of this Article.
3. Coordination procedures and working processes between the Supervisory Board and the Executive Board (General Director):
- In meetings of the Supervisory Board, the Supervisory Board has the right to request the General Director (and simultaneously request members of the Board of Directors, other managers, and representatives of approved auditing organizations) to attend and clarify issues of concern to Supervisory Board members.
 - Periodic and ad hoc inspections of the Supervisory Board must be concluded in writing (no later than fifteen (15) days from completion) and sent to the General Director to serve as a basis for supporting the General Director in company management. Depending on the level and results of such inspections, the Supervisory Board shall discuss and reach agreement with the General Director before reporting to the General Meeting of Shareholders. In case of disagreement, the Supervisory Board is entitled to reserve its opinions recorded in the minutes, and the Head of the Supervisory Board shall report to the nearest General Meeting of Shareholders.
 - Members of the Supervisory Board have the right to request the General Director to facilitate access to records and documents related to the Company's business operations (excluding information classified as business secrets) at the head office or storage locations, for the purpose of performing assigned duties, subject to approval by the Supervisory Board. The procedure for requesting information is specified in Appendix 1 of this Regulation. The recipient of the information is responsible for maintaining confidentiality and using the information solely for assigned tasks.
 - For information and documents relating to management, operation, business reports, and financial statements, written requests from the Supervisory Board must be sent to the Company at least forty-eight (48) working hours in advance of the expected response time. The Supervisory Board shall not use undisclosed company information or disclose it to others for related transactions.
 - Proposals regarding amendments, supplements, and improvements to the organizational structure, supervision, and management of business operations by the Supervisory Board must be sent to the General Director at least seven (07) working days prior to the expected response date.
 - The General Director shall facilitate favorable conditions for the Supervisory Board to exercise its rights and perform its obligations.

Article 56. Review of the implementation of Resolutions and other matters delegated by the Board of Directors to the Chief Executive Officer

1. Based on the report of the Chief Executive Officer in accordance with Articles 53 and 54 of this Regulation, and the Supervisory Board's report on the results of supervision of the Chief Executive Officer's activities, the Board of Directors shall conduct a review of the implementation of Resolutions and other matters delegated by the Board of Directors to the Chief Executive Officer.
2. The review shall be recorded in minutes and approved by consensus of the members of the Board of Directors.

VII. PROVISIONS ON ANNUAL PERFORMANCE EVALUATION, REWARDS AND DISCIPLINE FOR MEMBERS OF THE BOARD OF DIRECTORS, CONTROLLERS, MEMBERS OF THE EXECUTIVE BOARD, AND OTHER CORPORATE EXECUTIVES

Article 57. Provisions on annual performance evaluation, rewards and discipline for members of the Board of Directors, members of the Supervisory Board, the Chief Executive Officer, and other corporate executives

1. Performance evaluation:
 - a) The Board of Directors is responsible for developing performance evaluation criteria for all subjects, including members of the Board of Directors, the Chief Executive Officer, and other executives.
 - b) On an annual basis, based on assigned functions and duties as well as established evaluation criteria, the Board of Directors shall organize the performance evaluation of its members.
 - c) The performance evaluation of members of the Supervisory Board shall be conducted in accordance with the method specified in the Regulations on the organization and operation of the Supervisory Board.
 - d) The performance evaluation of other executives shall be carried out in accordance with internal regulations or may be based on their self-assessment reports.

2. Rewards and discipline:

Based on the above performance evaluation results, the Board of Directors and the Supervisory Board shall consider rewards and disciplinary actions within their respective authority and in accordance with the forms prescribed in the Company's Internal Regulations.

VIII. PREVENTION OF CONFLICTS OF INTEREST AND TRANSACTIONS WITH RELATED PARTIES

Article 58. Transactions with related persons

1. When conducting transactions with related persons, the Company must enter into

written contracts in accordance with the principles of equality and voluntariness.

2. The Company shall apply necessary measures to prevent shareholders and related persons from conducting transactions that may cause loss or depletion of capital, assets, or other resources of the Company.

Article 59. Ensuring the lawful rights and interests of parties related to the Company

1. The Company must respect the lawful rights and interests of parties related to the Company, including banks, creditors, employees, consumers, suppliers, the community, and other stakeholders of the Company.
2. The Company shall actively cooperate with such stakeholders through:
 - a) Providing necessary information to banks and creditors to assist them in assessing the Company's operational and financial situation and making decisions;
 - b) Encouraging them to provide feedback on business operations, financial conditions, and important decisions affecting their interests through direct contact with the Board of Directors, the Board of Management, and the Supervisory Board.
3. The Company must comply with legal regulations on labor, environment, and socially responsible operations toward the community and society.

IX. TRAINING ON CORPORATE GOVERNANCE

Article 60. Training on corporate governance

The Board of Directors shall organize training and capacity-building programs on corporate governance and necessary skills for members of the Board of Directors, the Chief Executive Officer, Deputy Chief Executive Officers, and other managers of the Company.

X. INFORMATION DISCLOSURE AND TRANSPARENCY

Article 61. Information disclosure obligations

1. The Company is obliged to disclose complete, accurate, and timely periodic and extraordinary information in accordance with securities laws on information disclosure to shareholders and the investing public. The Company must also disclose other information fully, accurately, and promptly if such information may affect stock prices or influence shareholders' and investors' decisions.
2. Information disclosure shall be carried out in accordance with the law and the Company's Charter to ensure that shareholders and the investing public have fair access. The wording of disclosed information must be clear, easy to understand, and avoid causing misunderstanding to shareholders and investors.

Article 62. Disclosure of corporate governance information

1. The Company must report on its corporate governance at the Annual General Meeting of Shareholders and disclose such information in the Company's Annual

Report in accordance with securities laws on information disclosure.

2. The Company is obliged to report and disclose corporate governance information on a semi-annual (06-month) basis in accordance with securities laws on information disclosure.

XI. AMENDMENTS AND SUPPLEMENTS TO THE INTERNAL REGULATIONS ON CORPORATE GOVERNANCE AND EFFECTIVE DATE

Article 63. Amendments and supplements to the Internal Regulations on Corporate Governance

1. Any amendment or supplement to the Internal Regulations on Corporate Governance must be reviewed by the Board of Directors and submitted to the General Meeting of Shareholders for approval.
2. In cases where provisions of applicable laws related to the Internal Regulations on Corporate Governance are not addressed in this Regulation, or where new legal provisions differ from those in this Regulation, such legal provisions shall automatically prevail and govern the Company's governance activities.

Article 64. Effective date

1. The Internal Regulations on Corporate Governance, consisting of 11 chapters and 64 articles, were approved by the General Meeting of Shareholders on June 10, 2026, replacing the Corporate Governance Regulations dated April 23, 2021.
2. This Internal Regulation on Corporate Governance is the sole and official version of the Company.
3. Copies or extracts of the Internal Regulations on Corporate Governance are valid only when signed by the Chairperson of the Board of Directors or at least one-half (1/2) of the total members of the Board of Directors.


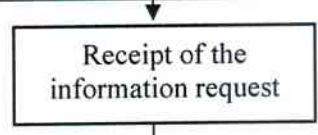
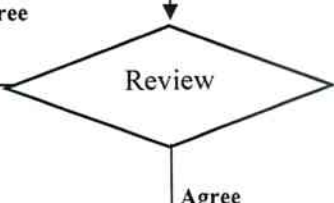
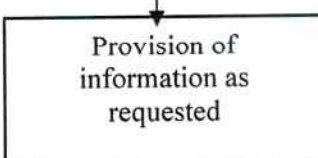
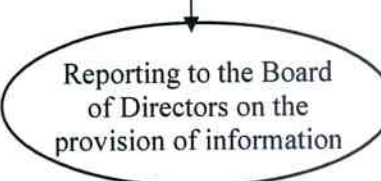
**ON BEHALF OF
THE BOARD OF DIRECTORS
CHAIRPERSON**

(Signed)

Dang Nguyen Nguyen Huan

APPENDIX 1 – INFORMATION DISCLOSURE PROCESS

(Attached to the Internal Regulations on Corporate Governance dated June, 2026)

Sequence of implementation	Flowchart	Responsible person	Instructions / Forms
Step 1		<ul style="list-style-type: none"> - Shareholders or groups of shareholders¹ - Supervisory Board² - Members of the Board of Directors³ - Members of the Supervisory Board³ - Executives³ 	<p>Request for information shall be made in writing (Form 01).</p> <p>In cases where an authorized representative of a shareholder or group of shareholders requests information, the original or a certified copy of the power of attorney in accordance with applicable law must be attached.</p>
Step 2		Supervisory Board	<p>Members of the Supervisory Board receive information requests, consolidate them, and submit them to the Board of Directors for consideration within a maximum of two (02) working days from the date of receipt of the request.</p>
Step 3		Board of Directors	<p>The maximum review period is ten (10) working days from the date of receipt of the information request.</p> <p>The response period for a refusal to provide information shall not exceed two (02) working days from the date the Board of Directors decides to reject the request.</p>
Step 4		Executives	<p>The maximum period for managers to provide information is seven (07) working days from the date the Board of Directors approves the provision of information.</p> <p>Information shall be provided at the Company's head office.</p> <p>Any costs incurred for copying or certifying documents (if any) arising from the information provision shall be borne by the requesting party.</p>
Step 5		Managers	

¹ Shareholders or groups of shareholders: in accordance with Articles 12 and 45 of the Company's Charter

² Supervisory Board: in accordance with Article 40 of the Company's Charter

³ Members of the Board of Directors, Members of the Supervisory Board, Executives: in accordance with Article 45 of the Company's Charter

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

REQUEST FOR INFORMATION

To: West Coach Station Joint Stock Company

I. INFORMATION OF THE REQUESTER:

- 1. Requester:.....
 Legal representative (for institutional shareholder):.....
- 2. Individual/Organization requesting information:
 - Shareholder / group of shareholders
 - Supervisory Board
 - Member of the Board of Directors
 - Member of the Supervisory Board
 - Executive
- 3. Contact address / Head office:
- 4. Nationality:
- 5. ID Card / Passport / Enterprise Registration Certificate No.:
 Date of issue:.....Place of issue:
- 6. Contact phone number:.....Email:
- 7. Number of shares owned / represented:..... shares, as of



II. CONTENT OF INFORMATION REQUEST:

Purpose of information request:
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By this document, I/We hereby request the Company to provide the following information:

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I/We hereby commit to the following:

- To maintain confidentiality of the information provided by the Company in accordance with the Company's Charter and applicable laws;
- To use the provided information solely for the intended purposes of assigned work / protection of my/our lawful rights and interests;
- Not to disseminate, copy, or share the provided information with any other organization or individual in accordance with applicable laws;
- To fully pay any costs incurred for copying or certifying documents (if any) arising from the provision of this information;
- To take full legal responsibility in case of misuse of the information.

Respectfully submitted.

....., daymonthyear 20..

REQUESTER

(Signature, full name, and seal)