

No.: 35/6/QĐ-SZL-BOD

Long Thanh, On April 17, 2025.

DECISION

**On the Issuance of the Internal Corporate Governance Regulations
(Second Amendment) of Sonadezi Long Thanh Shareholding Company**

**BOARD OF DIRECTORS
SONADEZI LONG THANH SHAREHOLDING COMPANY**

Pursuant to:

- The Securities Law No. 54/2019/QH14 dated November 26, 2019, as amended and supplemented by Law No. 56/2024/QH15 dated November 29, 2024;
- The Enterprise Law No. 59/2020/QH14 dated June 17, 2020, as amended and supplemented by Law No. 03/2022/QH15 dated January 11, 2022;
- The Minutes and Resolution of the Annual General Meeting of Shareholders of Sonadezi Long Thanh Shareholding Company dated April 17, 2025;
- The Corporate Governance Regulations of Sonadezi Long Thanh Shareholding Company issued in 2021.

DECIDES:

Article 1. The "Internal Corporate Governance Regulations of Sonadezi Long Thanh Shareholding Company" (Second Amendment) is issued together with this Decision.

Article 2. This Decision takes effect from April 17, 2025. Any previous provisions that conflict with this Decision are hereby annulled.

Article 3. The Members of the Board of Directors, the Executive Board, and the Directors/Deputy Directors of the Company's Departments are responsible for implementing this Decision from the date of signing.

Recipients:

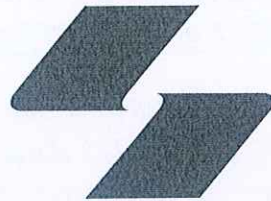
- As stated in Article 3;
- Archived: Office, Board of Directors.

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



Nguyen Van Tuan

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom – Happiness



SONADEZI
LONG THANH
MEMBER OF SONADEZI

INTERNAL CORPORATE GOVERNANCE REGULATIONS
SONADEZI LONG THANH SHAREHOLDING COMPANY

Address: Long Thanh IZ, Tam An Commune, Long Thanh Dist, Dong Nai Province

Tel: 0251.3514494 – Fax: 0251.3514499

Dong Nai, On April 17, 2025

**SONADEZI CORPORATION
SONADEZI LONG THANH
SHAREHOLDING COMPANY**

**SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom – Happiness**

Long Thanh, April, 2025

INTERNAL CORPORATE GOVERNANCE REGULATIONS

*(Issued in accordance with Decision No. /QD-SZL-HDQT dated / ... /2025
by the Board of Directors of Sonadezi Long Thanh Shareholding Company)*

*Pursuant to the Law on Securities dated November 26, 2019, as amended and
supplemented by Law No. 56/2024/QH15 dated November 29, 2024;*

*Pursuant to the Law on Enterprises dated June 17, 2020, as amended and
supplemented by Law No. 03/2022/QH15 dated January 11, 2022;*

*Pursuant to Decree No. 155/2020/NĐ-CP dated December 31, 2020, of the
Government detailing the implementation of certain provisions of the Securities Law;*

*Pursuant to Circular No. 116/2020/TT-BTC dated December 31, 2020, issued by
the Minister of Finance, guiding certain provisions on corporate governance applicable
to public companies under Decree No. 155/2020/NĐ-CP dated December 31, 2020, of
the Government detailing the implementation of certain provisions of the Securities
Law;*

Pursuant to the Charter of Sonadezi Long Thanh Shareholding Company;

*Pursuant to Resolution No. /NQ-SZL-HDQT of the General Meeting of
Shareholders dated April 17, 2025;*

The Board of Directors hereby issues the Internal Corporate Governance Regulations of Sonadezi Long Thanh Shareholding Company.

The Internal Corporate Governance Regulations of Sonadezi Long Thanh Shareholding Company include the following contents:

Article 1. Scope of Regulation and Subjects of Application

1. Scope of Regulation: The Internal Corporate Governance Regulations define the roles, rights, and obligations of the General Meeting of Shareholders, the Board of Directors, and the General Director; procedures for convening and conducting meetings of the General Meeting of Shareholders; nomination, candidacy, 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 applicable legal regulations.

2. Subjects of Application: These Regulations apply to members of the Board of Directors, the Supervisory Board, the General Director, and related persons.

Article 2. General Meeting of Shareholders

1. Role, Rights, and Obligations of the General Meeting of Shareholders:

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

The rights and obligations of the General Meeting of Shareholders are stipulated in Article 14 of the Company's Charter.

2. Procedures for Convening and Conducting the General Meeting of Shareholders and Passing Resolutions by Voting at the Meeting, Including the Following Main Contents:

a) Authority to Convene the General Meeting of Shareholders:

Implemented in accordance with Article 13 of the Company's Charter.

b) Preparation of the List of Shareholders Entitled to Attend the Meeting:

- The list of shareholders entitled to attend the General Meeting of Shareholders is prepared based on the Company's shareholder register. The list must be compiled no later than ten (10) days before the notice of the General Meeting of Shareholders is sent.

- The list of shareholders entitled to attend the General Meeting of Shareholders must include the full name, contact address, nationality, and legal identification number for individual shareholders; the name, enterprise identification number or legal identification number, and head office address for institutional shareholders; as well as the number of shares held by each shareholder, and the shareholder registration number and date.

- Shareholders have the right to inspect, access, extract, and copy the names and contact addresses of shareholders in the list of shareholders entitled to attend the General Meeting of Shareholders. They may also request corrections of erroneous information or additions of necessary details about themselves in the list. The company's management is responsible for promptly providing information from the shareholder register and making necessary corrections or updates as requested by shareholders.

c) Notification of Finalization of the List of Shareholders Entitled to Attend the General Meeting of Shareholders:

- The Board of Directors shall issue a resolution on the record date for preparing the list of shareholders entitled to attend the General Meeting of Shareholders and must disclose this information at least 20 days before the scheduled record date.

- Procedures for Preparing the Vietnam Securities Depository and Clearing Corporation (VSDC):

- No later than eight (08) consecutive working days before the record date, the Company must send a notification to VSDC regarding the record date using Form 07/THQ - Regulations on Exercising Rights for Securities Holders and attach the required documents as stipulated in Clause 2, Article 9 of the Regulations on Exercising Rights for Securities Holders.

- Within two (02) working days from the record date, VSDC shall provide the Company with the consolidated list allocating voting rights to securities holders (Form

09/THQ). (This list will be sent via email to the address registered by the Company with VSDC.)

- If the Company does not approve the information in the consolidated list allocating voting rights to securities holders, it must send a written notice to VSDC stating the reasons within eight (08) working days from the record date.

- If the Company authorizes VSDC to send invitation letters, act as an agent for electronic voting, or perform other tasks related to organizing the General Meeting of Shareholders and collecting shareholder opinions in writing..., these activities shall be conducted in accordance with the agreement signed between VSDC and the Company.

- The list of shareholders entitled to attend the General Meeting of Shareholders must be prepared no later than ten (10) days before the notice of the General Meeting is sent.

- The notification regarding the preparation of the list of shareholders entitled to attend the General Meeting of Shareholders shall be published on the Company's website, the State Securities Commission of Vietnam (SSC), and the Stock Exchange.

d) Notification of Convening the General Meeting of Shareholders:

As stipulated in Article 16 of the Company's Charter.

d) Agenda and Content of the General Meeting of Shareholders:

- Person Responsible for Preparing the Agenda:

The convener of the General Meeting of Shareholders is responsible for preparing the agenda and must perform the following tasks:

- Prepare the list of shareholders entitled to attend the meeting;
- Provide information and address complaints related to the shareholder list;
- Develop the agenda and content of the meeting;
- Prepare meeting documents;
- Draft resolutions of the General Meeting of Shareholders based on the proposed meeting agenda; provide the list and detailed information of candidates in case of electing Board of Directors members or Supervisory Board members;
- Determine the meeting time and venue;
- Send meeting invitations to each eligible shareholder in accordance with the Law on Enterprises;

- Perform other tasks necessary for organizing the meeting.

- Content of the General Meeting of Shareholders:

The Annual General Meeting of Shareholders shall discuss and approve matters stipulated in Article 14 of the Company's Charter.

- Regulations on Shareholders' Proposals to be Included in the Meeting Agenda:

- A shareholder or a group of shareholders owning at least 5% of the total ordinary shares has the right to propose matters to be included in the General Meeting of Shareholders' agenda. The proposal must be made in writing and sent to the Company at least five (05) working days before the opening date of the General Meeting of Shareholders. The proposal must clearly state the name of the shareholder,

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

- If the convener of the General Meeting of Shareholders refuses the above-mentioned proposal, a written response stating the reason for the refusal must be provided at least two (02) working days before the opening date of the General Meeting of Shareholders. The convener may only refuse the proposal in the following cases:

- ✓ The proposal was submitted in an incorrect manner;
- ✓ The proposed issue is not under the authority of the General Meeting of Shareholders;
- ✓ Other cases as stipulated in the Company's Charter.

- The convener of the General Meeting of Shareholders must accept and include the proposal in the tentative meeting agenda and content. The proposal will be officially included in the agenda and content of the meeting if approved by the General Meeting of Shareholders.

- The shareholder or group of shareholders whose proposal is approved for inclusion in the meeting agenda must provide the Chairperson of the Board of Directors with the necessary documents so that the Meeting Organizing Committee can prepare, print, and distribute them to shareholders attending the meeting for reference and discussion. Additionally, they must prepare a draft resolution on the proposed matter.

e) Authorization for a Representative to Attend the General Meeting of Shareholders: Implemented in accordance with Article 15 of the Parent Company's Charter.

g) Registration Method for Attending the General Meeting of Shareholders:

- The method for registering attendance at the General Meeting of Shareholders is specified in the Notice of the General Meeting of Shareholders, including direct contact with the Company or submitting a Registration/Authorization Form (attached to the Notice of the General Meeting of Shareholders or a written authorization in accordance with civil law regulations).

- Shareholders must register their method of attendance as specified in the notice, which includes:

- Attending and voting/electing directly at the meeting.
- Authorizing a representative to attend and vote/elect at the meeting.
- Submitting voting/election ballots to the meeting via mail, fax, or email.

h) Conditions for Holding the Meeting:

- The conditions for convening the General Meeting of Shareholders shall be implemented in accordance with Article 17 of the Company's Charter.

- Only the General Meeting of Shareholders has the authority to decide on changes to the meeting agenda that was sent with the Notice of the General Meeting of Shareholders, as stipulated in Article 142 of the Law on Enterprises.

i) Forms of Passing Resolutions at the General Meeting of Shareholders:

The forms of passing resolutions at the General Meeting of Shareholders shall be implemented in accordance with Article 19 of the Company's Charter.

k) Voting Method:

- The General Meeting of Shareholders shall elect a Vote Counting Committee based on the proposal of the Chairperson of the meeting.

- Attendees shall use the Voting Card issued to them to vote on each matter requiring a decision in the meeting agenda.

- The General Meeting of Shareholders shall discuss and vote on each issue in the agenda. Voting shall be conducted by raising voting cards or casting direct ballots.

- Shareholders or their authorized representatives attending the meeting shall vote in favor, against, or abstain from a resolution by raising their Voting Card or marking their choice on the Voting Ballot.

- Shareholders or their authorized representatives who arrive after the meeting has commenced are still allowed to register and participate in voting immediately after registration. However, the Chairperson is not responsible for pausing the meeting for late-arriving shareholders to register, and the validity of previously passed resolutions remains unchanged.

- Election of Board of Directors and Supervisory Board Members: The election of Board of Directors and Supervisory Board members shall be conducted using cumulative voting. Each shareholder shall have a total number of votes equal to the number of shares they own multiplied by the number of members to be elected for the Board of Directors or Supervisory Board. Shareholders may allocate all or part of their votes to one or multiple candidates. In case of any mistakes in selection, shareholders or their authorized representatives shall contact the Vote Counting Committee to be issued a new ballot, and they must return the old ballot to the Meeting Organizing Committee.

- Instructions for Completing the Election Ballot: Each shareholder or their authorized representative shall receive election ballots. The method for filling out the ballots is specified as follows:

- Delegates may vote for a maximum number of candidates equal to the number of seats available.

- If a delegate chooses to allocate votes unevenly among multiple candidates, they must clearly indicate the number of votes allocated in the "Number of Votes" box corresponding to each candidate.

l) Vote Counting Method:

- The vote counting process shall be conducted by collecting election ballots / voting cards / voting ballots. The Vote Counting Committee shall then verify the number of collected voting cards against the number of distributed voting cards.

- The verification process shall first count the votes in favor, followed by the votes against and abstentions.

- Principles for Electing Members of the Board of Directors and Supervisory Board:

- Elected candidates are determined based on the highest number of votes received, starting from the candidate with the highest number of votes until the required number of members is reached.

- In case two (02) or more candidates receive the same number of votes for the final available position, a re-election shall be conducted among those candidates with an equal number of votes.

m) Conditions for Resolution Approval:

Implemented in accordance with Article 20 of the Company's Charter.

n) Announcement of Vote Counting Results:

The Vote Counting Committee shall check, summarize, and report the results of each matter to the Chairperson. The vote counting results shall be announced by the Chairperson before the meeting is adjourned.

o) Method of Opposing Resolutions of the General Meeting of Shareholders:

- Shareholders who have voted against a resolution regarding the reorganization of the company or changes to the rights and obligations of shareholders as stipulated in the Company's Charter have the right to request the Company to repurchase their shares. The request must be made in writing and must clearly state the shareholder's name, address, the number of shares of each type, the proposed selling price, and the reason for 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 approves the relevant resolution.

- The Company must repurchase the shares upon request from shareholders as stipulated in the above section at market price or a price determined based on the principles set forth in the Company's Charter within ninety (90) days from the date of receiving the request. If the parties fail to reach an agreement on the price, they may request a valuation organization to determine the price. The Company shall introduce at least three (03) valuation organizations for the shareholder to choose from, and the shareholder's choice shall be considered final and binding.

p) Preparation of the Minutes of the General Meeting of Shareholders:

- The General Meeting of Shareholders must have meeting minutes recorded and may also be audio-recorded or stored in other electronic forms. The minutes must be prepared in Vietnamese, with an additional version in a foreign language if deemed necessary by the Company, and must include the following key contents:

- Company name, headquarters address, enterprise registration number;
- Time and location of the General Meeting of Shareholders;
- Agenda and content of the meeting;
- Names of the Chairperson and Secretary;
- Summary of the meeting proceedings and statements made at the General Meeting of Shareholders regarding each item on the agenda;
- Number of shareholders and total voting shares of the attending shareholders, including an appendix listing the registered shareholders and shareholder

representatives attending the meeting, along with their corresponding shares and voting rights;

- Total number of votes cast for each voting item, specifying the voting method, total number of valid and invalid votes, votes in favor, votes against, and abstentions, as well as the corresponding percentage of the total voting rights of attending shareholders;

- Resolutions passed and the corresponding approval voting percentage;

- Names and signatures of the Chairperson and Secretary. If the Chairperson or Secretary refuses to sign the minutes, the minutes remain valid if signed by all other Board of Directors members attending the meeting and contain all required content as stipulated in this clause. The minutes must explicitly state the refusal of the Chairperson or Secretary to sign the minutes.

- The minutes of the General Meeting of Shareholders must be completed and approved before the meeting adjourns.

- The Chairperson and Secretary of the meeting, or any other signatories of the minutes, shall be jointly responsible for the accuracy and truthfulness of the contents of the minutes.

- The minutes prepared in both Vietnamese and a foreign language shall have equal legal validity. In case of discrepancies between the Vietnamese and foreign language versions, the Vietnamese version shall prevail.

- The minutes of the General Meeting of Shareholders must be sent to all shareholders within 15 days from the date the meeting concludes; alternatively, the minutes and vote counting report may be published on the Company's website.

- The minutes of the General Meeting of Shareholders, the appendix listing registered shareholders, approved resolutions, and relevant documents attached to the meeting notice must be retained at the Company's headquarters.

q) Disclosure of Resolutions and Minutes of the General Meeting of Shareholders:

The Resolutions and Minutes of the General Meeting of Shareholders shall be published on the Company's website and submitted to the online information disclosure platforms of the State Securities Commission of Vietnam (SSC) and the Ho Chi Minh City Stock Exchange (HoSE) within 24 hours after the conclusion of the meeting.

3. Procedures for the General Meeting of Shareholders to Pass Resolutions by Written Consultation, Including the Following Main Contents:

a) Cases Where Written Consultation is Allowed or Not Allowed:

The Board of Directors has the right to seek shareholders' opinions in writing to pass resolutions of the General Meeting of Shareholders when deemed necessary for the benefit of the Company, except for cases specified in Clause 2, Article 19 of the Company's Charter.

b) Procedures for the General Meeting of Shareholders to Pass Resolutions by Written Consultation:

- The Board of Directors shall prepare the consultation ballots, the draft resolution of the General Meeting of Shareholders, and the explanatory documents related to the draft resolution. These shall be sent to all shareholders with voting rights no later than ten (10) days before the deadline for returning the consultation ballots. The preparation of the shareholder list for sending the consultation ballots shall be carried out in accordance with Point a, Clause 2, Article 16 of the Company's Charter. The requirements and methods for sending consultation ballots and accompanying documents shall be implemented in accordance with Clause 3, Article 16 of the Company's Charter.

- The consultation ballots must include the contents specified in Article 21 of the Company's Charter.

- Shareholders may submit their completed consultation ballots to the Company via mail, fax, or email in accordance with the following provisions:

- For mail submission: The completed consultation ballot must bear the signature of the shareholder (if an individual), the authorized representative, or the legal representative (if a corporate shareholder). The consultation ballot must be enclosed in a sealed envelope, and no one is allowed to open it before the vote counting process.

- For fax or email submission: The consultation ballot must remain confidential until the vote counting process.

- Consultation ballots received after the deadline specified in the ballot or those that have been opened (in the case of mailed ballots) or disclosed (in the case of faxed or emailed ballots) shall be deemed invalid. Consultation ballots that are not returned shall be considered non-participating votes.

- The Board of Directors shall count the votes and prepare a vote counting report under the supervision of the Supervisory Board or shareholders who do not hold managerial positions in the Company. The vote counting report must include the following key contents:

- Company name, headquarters address, enterprise registration number;
- Purpose and matters for which shareholder opinions were sought to pass the resolution;

- Number of shareholders and total voting rights participating in the voting process, specifying valid and invalid votes, as well as the method of ballot submission, accompanied by an appendix listing the shareholders who participated in the voting;

- Total votes in favor, against, and abstentions for each issue;
- Issues that have been approved and the corresponding voting percentage;
- Names and signatures of the Chairperson of the Board of Directors, the vote counter, and the vote-counting supervisor.

Members of the Board of Directors, the vote counter, and the vote-counting supervisor shall be jointly responsible for the accuracy and truthfulness of the vote counting report and shall be liable for any damages resulting from dishonesty or inaccuracies in the vote counting process.

- The vote counting report and the resolution must be sent to shareholders within 15 days from the date of vote counting completion. Alternatively, the report and resolution may be published on the Company's website within 24 hours of the vote counting completion.

- Completed consultation ballots, the vote counting report, approved resolutions, and relevant documents attached to the consultation ballots must be kept at the Company's headquarters.

- A resolution passed by written consultation shall be considered valid if approved by shareholders owning more than 50% of the total voting shares of all shareholders with voting rights and shall have the same legal effect as a resolution passed at a General Meeting of Shareholders.

4. Procedures for the General Meeting of Shareholders to pass Resolutions via Online Meetings:

Based on actual circumstances (when the Company has sufficient infrastructure conditions and if it is assessed that holding a physical General Meeting of Shareholders may not be feasible due to a pandemic, decisions by competent state authorities, or other force majeure reasons), the Board of Directors may decide to convene the General Meeting of Shareholders in the form of an online meeting. In the case of an online meeting, the Meeting Organizing Committee, established by the Board of Directors, shall be responsible for implementing the necessary procedures as stipulated below:

a) Notification of Convening the Online General Meeting of Shareholders:

- The Notification of Convening the Online General Meeting of Shareholders shall be sent to all shareholders based on the final record date list provided by the Vietnam Securities Depository (VSDC). The form and timing of the notification shall be the same as for an in-person General Meeting of Shareholders. The notification shall include the web link to access the Online General Meeting of Shareholders system (provided by the service provider with whom the Company has contracted for online meeting software).

- The Notification of Convening the Online General Meeting of Shareholders shall also be published on the Company's website and on the online meeting platform used for the General Meeting of Shareholders.

b) Method of Registering for the Online General Meeting of Shareholders:

- Each shareholder, upon receiving the Notice of the General Meeting of Shareholders, shall be provided with one (01) account, which includes a Username and Password to access the Online General Meeting of Shareholders system, except for corporate shareholders owning 10% or more of the total shares, who may designate multiple representatives and will receive a corresponding number of accounts.

- Shareholders are responsible for keeping their Username and Password confidential, as issued by the Company, to ensure that only the shareholder has the right to register for participation, vote, and elect on the Company's Online General Meeting of Shareholders system.

- Shareholders shall use the provided Username and Password to log into the Online General Meeting of Shareholders system within the specified timeframe, as stated in the Notice of the General Meeting of Shareholders, and select either to register for attendance or authorize another person (who may be the Chairperson of the Board of Directors, the General Director, or another individual designated by the shareholder) to attend the Online General Meeting of Shareholders.

c) Authorization for a Representative to Attend the Online General Meeting of Shareholders:

- Shareholders owning up to but less than 10% of the total shares may authorize one (01) representative.
- Shareholders owning from 10% to less than 20% of the total shares may authorize up to two (02) representatives.
- Shareholders owning from 20% to less than 30% of the total shares may authorize up to three (03) representatives.
- Shareholders owning from 30% to less than 40% of the total shares may authorize up to four (04) representatives.
- Shareholders owning from 40% to less than 50% of the total shares may authorize up to five (05) representatives.
- Shareholders owning from 50% to less than 60% of the total shares may authorize up to six (06) representatives.
- Shareholders owning 60% or more of the total shares may authorize up to seven (07) representatives.

Based on the written authorization provided by the shareholder, the Company shall issue the corresponding number of accounts for the authorized representatives. The authorized representatives shall use the assigned accounts to access the Online General Meeting of Shareholders system, participate in discussions, vote, and provide input.

d) Conditions for Conducting the Meeting:

The General Meeting of Shareholders shall be conducted when shareholders registering for attendance represent more than 50% of the total voting shares, based on the shareholder list prepared at the time of convening the General Meeting of Shareholders, as provided by the Vietnam Securities Depository (VSDC).

The Online Meeting and Electronic Voting System must meet the following conditions:

- The system's connection at the main venue must be continuous and stable, ensuring uninterrupted participation of shareholders. If the meeting is disrupted at the main venue, the Meeting Organizing Committee or Chairing Committee must summarize and recap the disrupted portion of the meeting.
- The main venue must ensure proper conditions regarding sound, lighting, internet connection, power supply, electronic devices, and other necessary equipment as required for the nature of the online meeting.
- The system must ensure information security and confidentiality of account access. All information received and provided on the system must comply with

information security principles and adhere to the regulations of the Law on Cybersecurity.

- Electronic data from the Online General Meeting must be stored and retrievable from the system

d) Method of Approving Resolutions in the Online General Meeting of Shareholders:

- Resolutions of the Online General Meeting of Shareholders shall be approved through Electronic Voting, where shareholders may vote in favor, against, or abstain.

- Resolutions of the General Meeting of Shareholders shall be approved when shareholders owning more than 50% of the total voting shares, or their representatives, vote in favor, except for the following cases, which require approval by shareholders representing at least 65% of the total voting shares of all shareholders voting in favor:

- Types of shares and total number of shares of each type to be offered;
 - Changes to the Company's business sectors and industries;
 - Changes to the Company's management structure;
 - Investment projects or transactions involving the purchase or sale of assets valued at 35% or more of the total asset value recorded in the Company's latest financial statements;
 - Reorganization or dissolution of the Company.

e) Online Voting Method:

- For each issue put to a vote, shareholders or their authorized representatives shall vote by selecting one of the following options displayed on the Online General Meeting of Shareholders system interface: In Favor, Against, or Abstain. The Vote Counting Committee shall report the voting results to the meeting immediately after completing the vote counting process.

- Shareholders eligible to vote are those who have registered for the Online General Meeting of Shareholders up to the time of voting, and this number of shareholders shall be used as the basis for calculating the voting ratio. If a shareholder has registered for the Online General Meeting of Shareholders but does not participate in the voting, it shall be understood that the shareholder has voted "Abstain" for the corresponding matters presented for voting.

- In the event that additional matters arise beyond the agenda previously sent to shareholders, shareholders shall have the option to vote or elect additional candidates. If a shareholder does not participate in the voting or election for these additional matters, their voting or election ballot shall be considered as "Abstain" for those matters.

- For elections, shareholders shall choose between cumulative voting or vote allocation for candidates, following the instructions on the Online General Meeting of Shareholders system interface.

- Shareholders may modify their voting and election choices during the Online General Meeting of Shareholders. The online system shall record the final voting or election result at the time the Chairperson announces the end of the voting period to proceed with the vote counting.

- The online voting and election period shall begin once shareholders receive login information and shall end at the time specified in the notification on the Online General Meeting of Shareholders system. After the designated voting period ends, the system shall no longer accept additional voting or election results from shareholders.

- During the meeting, the Chairing Committee must announce the voting deadline on the System so that shareholders can exercise their voting rights. If a shareholder encounters technical difficulties in casting their vote via the System, they may contact the Meeting Organizing Committee for assistance in completing their voting process.

g) Online Vote Counting Method:

The Online General Meeting of Shareholders system shall automatically compile and generate vote-counting reports for each agenda item based on the voting choices of shareholders (In Favor, Against, or Abstain) who participate in electronic voting.

h) Announcement of Vote Counting Results:

The Vote Counting Committee shall extract the voting results report and immediately announce the results on the Online General Meeting of Shareholders system, enabling shareholders to track and update the results in real-time.

i) Preparation of the Minutes of the Online General Meeting of Shareholders:

- The Minutes of the Online General Meeting of Shareholders shall be prepared by the Meeting Secretariat and must record the entire online meeting proceedings, including shareholder discussions, contributions made via the online broadcasting system, resolutions approved during the meeting, voting results for each matter, and election results.

- The minutes must be finalized before the conclusion of the Online General Meeting of Shareholders and shall be sent in full to all shareholders via the Online General Meeting of Shareholders system. Additionally, the minutes shall be published on the Company's website and disclosed on the information portals of the State Securities Commission of Vietnam (SSC) and the Ho Chi Minh City Stock Exchange (HOSE) within 24 hours from the conclusion of the online meeting.

k) Disclosure of Resolutions of the General Meeting of Shareholders:

- The Resolution of the Online General Meeting of Shareholders must be finalized before the conclusion of the meeting and must be approved through electronic voting by the shareholders attending the Online General Meeting of Shareholders.

- The disclosure of the resolution of the Online General Meeting of Shareholders shall be conducted in the same manner as for an in-person General Meeting of Shareholders.

5. Procedures for the General Meeting of Shareholders to pass Resolutions through a Hybrid Format (In-Person and Online Meetings):

Based on actual circumstances (when the Company has sufficient infrastructure and deems it necessary to combine both formats to ensure a higher participation rate in voting), the Board of Directors may decide to convene the General Meeting of

Shareholders in a hybrid format, combining both an in-person meeting and an online meeting, in accordance with the Company's Charter, as follows:

a) Notification of Convening the General Meeting of Shareholders:

The Notification of Convening the General Meeting of Shareholders shall be conducted in accordance with Article 16 of the Company's Charter and Point a, Clause 4 of this Article, combining both in-person and online meeting formats.

b) Method of Registering for the General Meeting of Shareholders:

The method of registration for attending the General Meeting of Shareholders shall be implemented in accordance with Point g, Clause 2 and Point b, Clause 4 of this Article.

c) Authorization for a Representative to Attend the General Meeting of Shareholders:

The authorization for a representative to attend the General Meeting of Shareholders shall be conducted in accordance with Article 15 of the Company's Charter and Point c, Clause 4 of this Article.

d) Conditions for Conducting the Meeting:

The General Meeting of Shareholders shall be conducted when shareholders representing more than 50% of the total voting shares are in attendance. The meeting shall take place through the Online General Meeting of Shareholders system and at the designated physical meeting location as notified to all shareholders.

đ) Method of Approving Resolutions at the General Meeting of Shareholders:

Resolutions of the General Meeting of Shareholders shall be approved using the following methods Raising voting cards, filling out voting ballots, and entering votes for candidates (for shareholders attending in person at the meeting venue) and Electronic voting, where shareholders may choose In Favor, Against, or Abstain.

e) Voting Method:

The voting method shall be implemented in accordance with Point k, Clause 2 and Point e, Clause 4 of this Article.

g) Vote Counting Method:

The vote counting method shall be implemented in accordance with Point l, Clause 2 and Point g, Clause 4 of this Article.

h) Announcement of Vote Counting Results:

- The Vote Counting Committee shall verify the number of votes In Favor, Against, or Abstain for each item by consolidating the vote counting results from both the in-person and online formats.

- A representative of the Vote Counting Committee shall present the summary of the voting results at the in-person General Meeting of Shareholders. For the online General Meeting of Shareholders, the summary of the voting results shall be published on the system, allowing shareholders participating online to view the results on the system interface.

i) Preparation of the Minutes of the General Meeting of Shareholders:

The Minutes of the General Meeting of Shareholders shall be prepared in accordance with Point p, Clause 2 and Point i, Clause 4 of this Article.

k) Disclosure of the Resolution of the General Meeting of Shareholders:

The Resolution of the General Meeting of Shareholders shall be disclosed in accordance with Point q, Clause 2 and Point k, Clause 4 of this Article.

Article 3. Board of Directors

1. Role, Rights, and Obligations of the Board of Directors, and Responsibilities of Board Members:

- Role of the Board of Directors: The Board of Directors is the governing body of the Company and has full authority to act on behalf of the Company to decide and exercise the rights and obligations of the Company, except for those rights and obligations that fall under the authority of the General Meeting of Shareholders.

- Rights and Obligations of the Board of Directors, Responsibilities of Board Members: These are stipulated in Article 26 of the Company's Charter.

2. Nomination, Candidacy, Election, Dismissal, and Removal of Board Members:

a) Term and Number of Board Members:

- The term of a Board member shall not exceed five (05) years, and members may be re-elected for an unlimited number of terms. However, an individual may be elected as an independent Board member of a company for no more than two (02) consecutive terms. In the event that all Board members' terms expire simultaneously, they shall continue to serve as Board members until new members are elected and take over their responsibilities.

- The total number of Board members shall be seven (07) members.

b) Structure, Standards, and Conditions for Board Members:

- The structure of the Board of Directors must ensure that at least one-third (1/3) of the total Board members are non-executive members. The Company limits the number of Board members concurrently holding executive positions to ensure the independence of the Board of Directors. The total number of independent Board members must be at least two (02) independent members.

- Standards and Conditions for Board Members:

Implemented in accordance with Article 25 of the Company's Charter.

- Standards and Conditions for Independent Board Members:

Implemented in accordance with Article 25 of the Company's Charter.

c) Nomination and Candidacy for Board Members:

The nomination and candidacy for Board members shall be conducted in accordance with Article 24 of the Company's Charter.

d) Method of Electing Board Members:

- Before the election, each shareholder or their authorized representative shall be issued a voting ballot, which includes the shareholder identification number, full name of the shareholder / full name of the authorized representative, number of voting rights, and the list of candidates.

- The election of Board members shall be conducted using the cumulative voting method. Accordingly, each shareholder shall have a total number of votes equal to the total shares they own multiplied by the number of Board members to be elected. Shareholders may allocate all or part of their votes to one or multiple candidates. The elected Board members shall be determined in descending order based on the number of votes received, starting with the candidate with the highest number of votes until the required number of Board members, as stipulated in the Company's Charter, is filled. In the event that two (02) or more candidates receive the same number of votes for the last available Board position, a re-election shall be conducted among those candidates who received the equal number of votes.

d) Cases of Dismissal, Removal, and Supplementation of Board Members:

Implemented in accordance with Article 25 of the Company's Charter.

e) Notification of Election, Dismissal, and Removal of Board Members:

After a decision has been made regarding the election, dismissal, or removal of a Board member, the Company is responsible for disclosing the information internally, notifying the relevant authorities, and publishing it on mass media channels and the Company's website, following the procedures and regulations of the applicable law.

g) Method of Introducing Candidates for the Board of Directors:

- Shareholders or groups of shareholders, as specified in Clause 2, Article 24 of the Company's Charter, have the right to nominate and introduce candidates for the Board of Directors by sending a written nomination to the Company's headquarters.

- The nomination document may follow the template issued by the Company or be prepared by the shareholder or group of shareholders, as specified in Clause 2, Article 24 of the Company's Charter, but it must include all necessary candidate information as required in Clause 1, Article 24 of the Company's Charter.

- The nomination document for a Board member candidate must be submitted to the Company at least ten (10) days before the General Meeting of Shareholders.

h) Election, Removal, and Dismissal of the Chairperson of the Board of Directors:

- The Chairperson of the Board of Directors shall be elected, removed, or dismissed by the Board of Directors from among its members.

- The Chairperson of the Board of Directors may be removed or dismissed under the conditions specified in Article 25 of the Company's Charter.

- In the event that the Chairperson submits a resignation letter or is removed or dismissed, the Board of Directors must elect a replacement within ten (10) days from the date of receiving the resignation letter, removal, or dismissal decision.

3. Remuneration and Other Benefits of Board Members:

Implemented in accordance with Article 27 of the Company's Charter.

4 Procedures and Order for Organizing Board Meetings:

a) The Board of Directors must meet at least once per quarter and may convene extraordinary meetings.

b) Cases Requiring the Convening of an Extraordinary Board Meeting: The Chairperson of the Board of Directors shall convene an extraordinary Board meeting in cases specified in Article 29 of the Company's Charter.

c) Notification of the Board of Directors Meeting:

- The Chairperson of the Board of Directors or the convener of the Board meeting must send the meeting invitation no later than three (03) working days before the meeting date. The meeting invitation must specify the time and venue of the meeting, agenda, discussion topics, and decisions to be made. The meeting invitation must include supporting documents and voting ballots for Board members. The meeting invitation may be sent by paper, phone, fax, or electronic means and must be delivered to the registered contact address of each Board member at the Company.

- The Chairperson of the Board of Directors or the convener must send the meeting invitation and accompanying documents to the members of the Supervisory Board, in the same manner as for Board members.

d) Right of Supervisory Board Members to Attend Board Meetings:

Members of the Supervisory Board have the right to attend Board of Directors meetings and may participate in discussions; however, they do not have voting rights.

d) Conditions for Holding Board Meetings:

A Board meeting shall be conducted when at least three-fourths (3/4) of the total Board members are present. If the meeting is convened but does not meet the required attendance, it may be reconvened within seven (07) days from the date of the initially scheduled meeting. In this case, the reconvened meeting shall proceed if more than half of the Board members are present.

e) Voting Methods:

A Board member shall be considered as attending and voting in a Board meeting in the following cases:

- Attending and voting directly at the meeting;
- Authorizing another person to attend and vote on their behalf, as stipulated in Point h of this Article;
- Attending and voting via an online conference, electronic voting, or other electronic means;
- Sending a voting ballot to the meeting via mail, fax, or email. In the case of sending a voting ballot via mail, the ballot must be sealed in an envelope and delivered to the Chairperson of the Board of Directors no later than one (01) hour before the meeting starts. The ballot shall only be opened in the presence of all meeting attendees.

- In case the voting ballot is sent to the meeting by mail, it must be enclosed in a sealed envelope and delivered to the Chairman of the Board of Directors no later than (01) one hour before the meeting begins. The voting ballot shall only be opened in the presence of all attendees.

g) Method of Approving Resolutions of the Board of Directors:

- Resolutions and decisions of the Board of Directors shall be approved if the majority of attending Board members vote in favor. In case of a tie vote, the final decision shall be determined based on the opinion of the Chairperson of the Board of Directors.

- Resolutions passed through written consultation shall be approved based on the majority opinion of voting Board members. Such resolutions shall have the same validity and effect as those passed in a physical Board meeting.

h) Authorization for Another Person to Attend a Board Meeting on Behalf of a Board Member:

A Board member may authorize another person to attend and vote on their behalf, provided that the majority of the Board of Directors approve the authorization.

i) Preparation of the Minutes of the Board of Directors Meeting:

- All Board of Directors meetings must be recorded in minutes and may also be audio-recorded or stored in other electronic formats. The minutes must be prepared in Vietnamese and may also be prepared in a foreign language, including the following key contents:

- Company name, headquarters address, and enterprise registration number;
- Date, time, and location of the meeting;
- Purpose, agenda, and content of the meeting;
- Names of attending Board members or authorized representatives and their method of attendance; names of absent Board members and their reasons for absence;
- Issues discussed and voted on during the meeting;
- Summary of each attending member's opinions in chronological order of the meeting proceedings;
- Voting results, specifying members who voted in favor, against, or abstained;
- Approved resolutions and corresponding voting percentages;
- Names and signatures of the Chairperson and the minute taker, except in cases where they refuse to sign the minutes.

- The Chairperson, minute taker, and all signatories of the minutes shall be responsible for ensuring the accuracy and truthfulness of the contents of the Board meeting minutes.

- The minutes and all documents used in the Board meeting must be kept at the Company's headquarters.

- Minutes prepared in both Vietnamese and a foreign language shall have equal legal validity. In case of discrepancies between the Vietnamese and foreign language versions, the Vietnamese version shall prevail.

k) In case the chairperson and/or the secretary refuse to sign the Minutes of the Board of Directors meeting:

In case the chairperson and/or the minutes taker refuse to sign the minutes of the Board of Directors meeting, but all other attending members of the Board sign it and the minutes contain all required content as prescribed, the minutes shall remain valid.

l) Notification of Resolutions and Decisions of the Board of Directors:

The Company is responsible for disclosing information about the Resolutions and Decisions of the Board of Directors through public media, on the Company's website, and on the information disclosure platforms of the State Securities Commission of Vietnam (SSC) and the Ho Chi Minh City Stock Exchange (HOSE), in accordance with the procedures and regulations of the law on information disclosure.

5. Selection, Appointment, and Dismissal of the Corporate Governance Officer:

a) Qualifications of the Corporate Governance Officer:

- The Corporate Governance Officer must not simultaneously work for an approved auditing organization that is currently auditing the Company's financial statements.

- The Corporate Governance Officer must not fall under the restrictions stipulated in Clause 2, Article 17 of the Law on Enterprises.

- Other qualifications as prescribed by law, the Company's Charter, and the resolutions of the Board of Directors.

b) Appointment of the Corporate Governance Officer:

The Board of Directors must appoint at least one (01) Corporate Governance Officer to support corporate governance activities within the Company. The Corporate Governance Officer may concurrently serve as the Company Secretary, in accordance with Clause 5, Article 156 of the Law on Enterprises.

c) Cases of Dismissal of the Corporate Governance Officer:

- The Corporate Governance Officer submits a resignation letter, and the Board of Directors approves the resignation.

- The Corporate Governance Officer no longer meets the qualifications specified in Point a, Clause 5 of this Article.

- The Board of Directors may dismiss the Corporate Governance Officer when necessary, provided that it does not violate the current labor laws and regulations.

d) Notification of Appointment and Dismissal of the Corporate Governance Officer:

The Company must announce the appointment and dismissal of the Corporate Governance Officer and disclose the information in accordance with the securities laws, other legal regulations, and the Company's Charter.

đ) Rights and Obligations of the Corporate Governance Officer:

Implemented in accordance with Article 31 of the Company's Charter.

Article 4. Supervisory Board

1. Role, Rights, and Obligations of the Supervisory Board, and Responsibilities of Its Members:

- Role of the Supervisory Board:

The Supervisory Board is responsible for inspecting and overseeing the activities of both the Board of Directors and the General Meeting of Shareholders to ensure that the Company's operations are transparent and conducted in the best interests of shareholders and the Company.

- Rights and Obligations of the Supervisory Board, and Responsibilities of Its Members:

The Supervisory Board has the rights and obligations as stipulated in Article 38 of the Company's Charter.

2. Term, Number, Composition, and Structure of the Supervisory Board Members:

a) Term, Number, Composition, and Structure of the Supervisory Board:

- The Supervisory Board of the Company shall consist of three (03) members.
- The term of a Supervisory Board member shall not exceed five (05) years, and members may be re-elected for an unlimited number of terms.
- The Supervisory Board shall include one (01) Head of the Supervisory Board and two (02) Supervisory Board members.

b) Qualifications and Conditions for Supervisory Board Members:

Implemented in accordance with Article 35 of the Company's Charter.

c) Nomination and Candidacy for Supervisory Board Members:

- The identification of candidates for the Supervisory Board and the information disclosure process shall be carried out in accordance with Article 24 of the Company's Charter.

- Shareholders have the right to aggregate their voting rights to nominate Supervisory Board candidates. Shareholders or groups of shareholders holding from 5% to less than 25% of the total voting shares may nominate one (01) candidate. Shareholders or groups of shareholders holding from 25% to less than 50% of the total voting shares may nominate up to two (02) candidates. Shareholders or groups of shareholders holding 50% or more of the total voting shares may nominate up to three (03) candidates.

- In the event that the number of nominated and self-nominated candidates for the Supervisory Board is insufficient, the incumbent Supervisory Board may nominate additional candidates. Any additional nominees introduced by the incumbent Supervisory Board must be publicly disclosed before the General Meeting of Shareholders votes on the election of Supervisory Board members, in accordance with legal regulations.

d) Method of Electing Supervisory Board Members:

- Before the election, each shareholder or their authorized representative shall be issued a voting ballot, which includes the shareholder identification number, full name of the shareholder / full name of the authorized representative, number of voting rights, and the list of candidates.

- The election of Supervisory Board members shall be conducted using the cumulative voting method. Accordingly, each shareholder shall have a total number of votes equal to the total shares they own multiplied by the number of Supervisory Board members to be elected. Shareholders may allocate all or part of their votes to one or multiple candidates. The elected Supervisory Board members shall be determined in descending order based on the number of votes received, starting with the candidate who has received the highest number of votes until the required number of Supervisory Board members, as stipulated in the Company's Charter, is filled. In the event that two (02) or more candidates receive the same number of votes for the last available Supervisory Board position, a re-election shall be conducted among those candidates with an equal number of votes.

đ) Cases of Dismissal and Removal of Supervisory Board Members:

Implemented in accordance with Article 36 of the Company's Charter.

e) Notification of Election, Dismissal, and Removal of Supervisory Board Members:

After a decision has been made regarding the election, dismissal, or removal of a Supervisory Board member, the Company is responsible for disclosing the information internally, notifying the relevant authorities, and publishing it on mass media channels, the Company's website, and other relevant platforms in accordance with the procedures and legal regulations in force.

g) Salary and Other Benefits of Supervisory Board Members:

The salary, remuneration, bonuses, and other benefits of Supervisory Board members shall be implemented in accordance with Article 40 of the Company's Charter.

Article 5. General Director

1. Role, Responsibilities, Rights, and Obligations of the General Director:

- The General Director is responsible for managing the Company's daily business operations, operating under the supervision of the Board of Directors, and being accountable to the Board of Directors and under the law for the execution of assigned rights and obligations.

- The General Director has the rights and obligations as stipulated in Article 34 of the Company's Charter.

2. Appointment, Dismissal, Contract Signing, and Termination of the General Director

a) Term, Qualifications, and Conditions for the General Director:

- The term of the General Director is five (05) years and may be reappointed for an unlimited number of terms.

- The qualifications and conditions for the General Director are stipulated in Article 34 of the Company's Charter.

b) Candidacy, Nomination, Dismissal, and Removal of the General Director:

- A member of the Board of Directors or any other individual who meets the qualifications specified in Point a, Clause 2 of this Article may apply for the position of General Director.

- The Board of Directors may dismiss the General Director if the majority of voting Board members present at the meeting approve the decision.

- The Board of Directors may remove the General Director if the majority of voting Board members present at the meeting approve the decision, or in cases where the General Director no longer meets the qualifications and conditions as stipulated in Point a, Clause 2 of this Article.

c) Appointment and Employment Contract of the General Director:

- The Board of Directors shall appoint a Board member or hire an external individual to serve as the General Director.

- The General Director shall sign an employment contract and be entitled to employee benefits in accordance with the Labor Law.

d) Dismissal and Termination of the Employment Contract of the General Director:

- The General Director shall be considered for dismissal by the Board of Directors in the following cases:

- No longer meeting the qualifications and conditions as stipulated in Point a, Clause 2 of this Article;
- Submitting a resignation letter;
- Violating the responsibilities and obligations of an executive as prescribed in the Company's Charter;
- Failing to fulfill assigned duties;
- Based on a decision of the Board of Directors.

- Upon making a dismissal decision regarding the General Director, the Board of Directors shall also issue a decision to terminate the employment contract in accordance with the Labor Law.

đ) Notification of Appointment, Dismissal, Contract Signing, and Termination of the General Director:

The Company shall disclose information regarding the appointment, dismissal, contract signing, and termination of the General Director on the Company's website, to the relevant authorities, the State Securities Commission, and the Stock Exchange, in accordance with the applicable information disclosure regulations.

e) Salary and Other Benefits of the General Director:

- The General Director shall receive a salary and bonuses. The salary and bonus of the General Director shall be determined by the Board of Directors.

- The salary of the General Director shall be accounted for as part of the Company's business expenses in accordance with the Corporate Income Tax Law, presented as a separate item in the Company's annual financial statements, and reported to the General Meeting of Shareholders at the annual meeting.

Article 6. Other Activities

1. Coordination of Activities Among the Board of Directors, Supervisory Board, and General Director:

a) Procedures for Convening Meetings, Sending Meeting Invitations, Recording Minutes, and Announcing Meeting Results Between the Board of Directors, Supervisory Board, and General Director:

- The Supervisory Board shall receive the meeting invitations, Board of Directors member opinion ballots, and accompanying documents at the same time and in the same manner as the Board members.

- If the General Director is invited to attend a Board of Directors meeting, they shall receive the meeting invitation and any accompanying documents (if applicable).

- The minutes of the Board of Directors meetings and Board resolutions shall be sent to the Supervisory Board and the General Director at the same time and in the same manner as for Board members.

b) Notification of Resolutions and Decisions of the Board of Directors to the Supervisory Board:

Resolutions and decisions of the Board of Directors, once issued, shall be sent to the Supervisory Board at the same time and in the same manner as for Board members.

c) Notification of Resolutions and Decisions of the Board of Directors to the General Director:

Resolutions and decisions of the Board of Directors, once issued, shall be sent to the General Director at the same time and in the same manner as for Board members and the Supervisory Board.

d) Cases in which the General Director and the Supervisory Board May Request a Board Meeting and Matters Requiring Board Approval:

- If the Supervisory Board detects a violation of legal regulations by a Board member or the General Director, it must submit a written request to convene a Board meeting to demand that the violating party cease the violation and implement corrective measures.

- The General Director may request a Board meeting when seeking Board approval for business or investment decisions or for other matters falling under the authority of the Board of Directors.

- Additionally, the General Director may prepare a proposal on matters requiring Board approval and conduct a written consultation process to collect votes from Board members.

d) General Director's Report to the Board of Directors on the Implementation of Assigned Duties and Responsibilities:

At the quarterly Board of Directors meetings, the General Director shall present a report on the Company's business operations, including an analysis and assessment of the degree of completion of the targets and tasks assigned by the General Meeting of Shareholders and the Board of Directors.

e) Review of the Implementation of Resolutions and Other Authorizations of the Board of Directors by the General Director:

Annually, during the year-end Board of Directors meeting, the Board conducts a review, including self-assessment and critique. Through this process, the General Director acknowledges personal strengths and weaknesses to proactively enhance management effectiveness. The Board of Directors also evaluates the company's performance and votes on commendation titles for the company.

g) Matters the General Director must report, provide information on, and Methods of Notification to the Board of Directors and Supervisory Board:

- Matters under the authority of the Board of Directors as stipulated in the Company's Charter and the Law on Enterprises.
- Contracts and transactions involving related parties of the Company's insiders.
- The General Director shall prepare a written report on matters requiring consultation and submit it to the Chairperson of the Board of Directors and the Head of the Supervisory Board.

h) Coordination of Control, Management, and Supervision Activities Among Board Members, Supervisory Board Members, and the General Director in Their Specific Roles:

- The Board of Directors supervises the activities of the Executive Board through participation in Company briefings, periodic reports on business operations, and financial statements. The Supervisory Board is invited to attend meetings alongside the Board of Directors and the General Director to provide assessments and recommendations for the Company's operational direction.
- Annually, the Supervisory Board shall hold at least two (02) regular meetings to monitor and supervise the Company's activities. The General Director is responsible for fully providing relevant information, data, and documentation and for assisting the Supervisory Board in fulfilling its duties.

2. Regulations on the Annual Evaluation of Rewards and Disciplinary Actions for Board Members, Supervisory Board Members, the General Director, and Other Executives:

a) Annual Evaluation:

- Based on assigned functions and duties, the Board of Directors shall conduct performance evaluations of each Board member, the Head of the Supervisory Board, the General Director, and other executives.
- Based on assigned functions and duties, the Head of the Supervisory Board shall conduct performance evaluations of each Supervisory Board member.

b) Rewards:

- Based on business performance results, the Board of Directors shall submit a proposal to the Annual General Meeting of Shareholders to determine the allocation of a reward fund for the Board of Directors, General Director, executives, and the Supervisory Board.
- Based on the annual evaluation results, the Board of Directors shall decide on reward distributions to Board members, Supervisory Board members, the General Director, and other executives.

c) Disciplinary Actions:

- Based on the Law on Enterprises, the Company's Charter, and the Labor Code, the Board of Directors shall review and submit disciplinary actions for Board members to the General Meeting of Shareholders for a decision, in cases of violations. Disciplinary actions may include reminders, reprimands, warnings, dismissal, or removal.
- Based on the Law on Enterprises, the Company's Charter, and the Labor Code, the Supervisory Board shall review and submit disciplinary actions for Supervisory Board members to the General Meeting of Shareholders for a decision, in cases of violations. Disciplinary actions may include reminders, reprimands, warnings, dismissal, or removal.
- Based on the Law on Enterprises, the Company's Charter, and the Labor Code, the Board of Directors shall review and decide on disciplinary actions for the General Director and other executives in cases of violations. Disciplinary measures may include reminders, reprimands, warnings, salary increase delays, dismissal, or removal.

Article 7. Effective Date

The Internal Corporate Governance Regulations of Sonadezi Long Thanh Shareholding Company consist of seven (07) articles and are prepared in two versions: Vietnamese and English. In the event of any discrepancies, the Vietnamese version shall prevail as the reference document.

This Internal Corporate Governance Regulations were unanimously approved by the General Meeting of Shareholders on April 17, 2025. These regulations shall take effect from the date of signing./.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN 



Nguyen Van Tuan

