**TEC: Corporate Governance Report of the first 06 months of 2020**

**CORPORATE GOVERNANCE REPORT**

**(First 06 months of 2020)**

**Hanoi, 24th July 2020**

Company: Traenco Joint Stock Company

Address: No 46 Vo Thi Sau Street, Thanh Nhan Ward, Hai Ba Trung District, Ha Noi Tel.: 024.36250950

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Email: [traencobgtvt@haprogroup.vn](mailto:traencobgtvt@haprogroup.vn)

Charter capital: VND 16,603,400,000

Stock code: TEC

1. **Board of Director (BOD)**

1. General Information of Board of Director (BOD)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Members of BOD** | **Title** | **The beginning date of being (not being) BOD** | **Attendance** | **Rate** | **Reasons for not attending** |
| 1 | Bui Hong Quan | Chairman |  | 03 | 100% |  |
| 2 | Nguyen Huu Diem | Member of BOD |  | 03 | 100% |  |
| 3 | Ngo Van Long | Member of BOD |  | 03 | 100% |  |
| 4 | Nguyen Tien Hung | Member of BOD |  | 03 | 100% |  |
| 5 | Ngo Kim Cuc | Member of BOD |  | 02 | 67% | term expires |
| 6 | Vu Thi Thu Hang | Member of BOD |  | 01 | 33% | Member of the new term |

2. The supervision by Board of Directors over EB of the Company

3. Activities of sub-committees of Board of Directors of the Company: None

**II. Resolution/Decision of BOD**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Resolution/Decision No.** | **Date** | **Contents** | |
| 1 | 02/NQ-HDQT | 09/01/2020 | Operating result in 2019 and plan for 2020  Activities of Board of Directors in 2019  Other issues | |
| 2 | 06/QD-HDQT | 25/02/2020 | Approve on dismissing Mr, Le Duy Hung | |
| 3 | 08/QD-HDQT | 25/02/2020 | Approve on appointing Mr, Pham Cong Duc Tho | |
| 4 | 12/NQ-HDQT | 17/04/2020 | Operating result in QI.2020 and plan for QII.2020  Organize the Annual General Meeting of Shareholders 2020. Approve the organizing plan and documents for the Meeting  Other issues | |
| 5 | 14/QD-HDQT | 06/05/2020 | Organize the Annual General Meeting of Shareholders term IV (2020-2025) | |
| 6 | 18/2020/NQ-DHDCD | 20/05/2020 | Resolution of the Annual General Meeting of Shareholders term IV (2020-2025) |
| 7 | 19/NQ-HDQT | 20/05/2020 | The first Meeting of Board of Directors term IV (2020-2025)  Elect Chairman  Appoint General Manager  Introduce the secretary |
| 8 | 27/QD-HDQT | 22/05/2020 | Appoint Mr. Dang Tu Hoang to General Manager |
| 9 | 31/QD-HDQT | 09/06/2020 | Appoint Mr. Ngo Van Long to officials |
| 10 | 32/QD-HDQT | 09/06/2020 | Appoint Mrs. Ta Thi Lua to officials |
| 11 | 33/QD-HDQT | 09/06/2020 | Appoint Mr. Luu Quoc Khanh to officials |
| 12 | 34/QD-HDQT | 09/06/2020 | Appoint Mrs. Tran Thi Dung to officials |
| 13 | 35/QD-HDQT | 09/06/2020 | Appoint Mrs. Bui Thi Hong Tham to officials |
| 14 | 36/QD-HDQT | 09/06/2020 | Appoint Mr. Pham Cong Duc Tho to officials |
| 15 | 37/QD-HDQT | 09/06/2020 | Appoint Mr. Nguyen Duc Truong to officials |
| 16 | 38/QD-HDQT | 09/06/2020 | Appoint Mrs. Pham Thu Nga to officials |
| 17 | 39/QD-HDQT | 09/06/2020 | Appoint Mrs. Dinh Thi khanh Ly to officials |
| 18 | 40/QD-HDQT | 09/06/2020 | Request mission to Mr. Dang Tu Hoang |
| 19 | 45/QD-HDQT | 22/06/2020 | Appoint Mr. Nguyen Van Dong to officials |

1. Changes of PDMRs and their connected persons/ institution on shares of the listing company: None
2. Transactions of PDMRs and their connected persons/ institution on shares of the listing company:
3. List of PDMRs and their connected persons/ institutions

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Name of connected persons/ institutions** | **Title** | **Shareholding at the end of the term** | **Shareholding percentage at the end of the term** | **Note** |
| **A** | **State Capital Investment Corporation** |  | **321,638** | **19.37%** |  |
| **B** | **Board of Directors** |  | | | |
| 1 | Bui Hong Quan | Chairman | 286,000 | 17.23% |  |
| 2 | Nguyen Huu Diem | Member of Board of Directors | 142,192 | 8.56% |  |
| 3 | Ngo Van Long | Member of Board of Directors and Vice General Manager | 32,200 | 1.94% |  |
| 4 | Nguyen Tien Hung | Member of Board of Directors, Deputy of admissions department of Southern Employment Development Center (HITECO) | 250,000 | 15.06% |  |
| 5 | Nguyen Thi Thu Hang | Member of Board of Directors, capital representative of State Capital and Investment Corporation at Traenco Joint Stock Company | 321,638 | 19.37% |  |
| **C** | **Board of Supervisors** |  | | | |
| 1 | Nguye Thi Xuan Huong | Head of Board of Supervisors | 82,970 | 5% |  |
| 2 | Nguyen Thi Kim Lan | Member of Board of Supervisors | 2,300 | 0.14% |  |
| 3 | Nguyen Thi Hai | Member of Board of Supervisors | 533 | 0.03% |  |
| D | Menement Board |  | | | |
| 1 | Dang Tu Hoang | General Manager cum General Manager - labor export branch, General Manager of VNU university of science and training labor export | 2,300 | 0.14% |  |
| 2 | Dinh Thi Khanh Ly | Head Accountant | 1,000 | 0.06% |  |

1. Share transaction: None
2. Other transactions: None
3. **Other significant issues: None**