



## REPORT ON CORPORATE GOVERNANCE 2024

### To: Ho Chi Minh City Stock Exchange

- Name of company: **Petroleum Trading Joint Stock Company (PETECHIM)**
- Address of headoffice: 11<sup>th</sup> Floor, Petroland Tower, 12 Tan Trao, District 7, Ho Chi Minh City
- Telephone: 028 54 112 323 Fax: 028 54 112 332 Email: contacts@petechim.com.vn
- Charter capital: 200,000,000,000 VND
- Stock symbol: PTV
- Governance model: General Meeting of Shareholders, Board of Directors, Board of Supervisors and General Director.
- The implementation of internal audit: Implemented.

### I. Activities of the General Meeting of Shareholders

Information on meetings, resolutions and decisions of the General Meeting of Shareholders (including the resolutions of the General Meeting of Shareholders approved in the form of written comments):

No	Resolution/Decision No.	Date	Content
1	22/NQ-TMDK	25/4/2024	Annual General Meeting Resolution 2024

### II. Board of Directors

#### 1. Information about the members of the Board of Directors:

No	Board of Directors' members	Position	The date becoming/ceasing to be the member of the Board of Directors	
			Date of appointment	Date of dismissal
1	Mr. Vo Khanh Hung	Chairman of the Board	25/4/2024	

2	Mr. Tran Duc Chinh	Member of the Board	25/4/2024	
3	Mr. Nguyen Trung Kien	Member of the Board	25/4/2024	
4	Mr. Do Quang Thuan	Member of the Board	18/4/2019	25/4/2024

## 2. Meetings of the Board of Directors

No	Board of Director' member	Number of meetings attended by Board of Directors	Attendance rate	Reasons for absence
1	Mr. Vo Khanh Hung	9/9	100%	
2	Mr. Tran Duc Chinh	9/9	100%	
3	Mr. Nguyen Trung Kien	9/9	100%	

## 3. Supervising the Board of Management by the Board of Directors:

Pursuant to the Company's charter, the Internal Corporate governance Statues, the Board has conducted its role of supervision to the CEO's and the Board of Management in daily operations and implementation of the AGM's and Board's resolutions in 2024 as below:

- The Board of Directors and the General Director coordinated well to successfully organize the Company's 2024 Annual General Meeting of Shareholders on April 25, 2024 at the Company's headquarters.

- The General Director of the company has successfully completed the task of reporting the results to the Board of Directors on a monthly, quarterly and semi-annual basis, which is specific to the production and operation tasks, organizational work and other work plans of each department and the whole company, evaluating the favorable situation and difficulties, and putting forward solutions and suggestions to achieve the proposed business indicators.

- The General Director regularly supervises and reports to the board of directors on the investment activities of subsidiaries, affiliated companies, and other financial investment activities. Simultaneously closely monitor the debt situation and fiscal and monetary policies to reduce risks and ensure the financial security of the company's operations.

- The General Director submitted the approval to the Board of Directors, granting PVCombank a trading credit line of 30 billion VND to provide services for commercial production activities during 2024-2025.



- Under the guidance of the Board of Directors, the General Director instructs relevant departments to review and adjust financial regulations and compensation policies in order to manage the company more deeply and effectively.

- According to the resolution of the General Meeting of shareholders in 2024, the General Director completed the remuneration of the Board of Directors and the Board of Supervisors in 2024.

- Reviewing reports and assessments of the Supervisory Board and internal supervision of the Company's production and business activities.

4. Activities of the Board of Directors' subcommittees: No

5. Resolutions/Decisions of the Board of Directors:

No	Resolution/Decision No.	Date	Content	Approval rate
1	8/QĐ-TMDK	29/3/2024	Decision on convening the 2024 Annual General Meeting of Shareholders	100%
2	8B/QĐ-TMDK	29/3/2024	Decision on the establishment of a Shareholder Qualification Inspection Committee to serve the 2024 AGM of Shareholders	100%
3	36/NQ-TMDK	17/10/2024	Resolution on granting a transaction credit limit of 30 billion VND at PVComBank in 2024	100%
4	40C/NQ-TMDK	6/12/2024	Resolution on signing a sales contract for aircraft parts with VietJet Aviation Co., Ltd. in 2025	100%

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### III. Board of Supervisors/Audit Committee

1. Information about members of Board of Supervisors:

No	Members of the Board of Supervisors/Audit Committee	Position	The date becoming/ceasing to be the member of the Board of Supervisors	Qualification
1	Ms. Doan Thu Huong	Head of the Supervisory Board	27/6/2020	Master
2	Mr. Ngo The Anh	Members of the board of supervisors	25/4/2023	Bachelor
3	Ms. Tran Mong Thuy Trang	Members of the board of supervisors	23/4/2022	Bachelor

2. Meetings of the Board of Supervisors/ Audit Committee:

No	Members of the Board of Supervisors	Number of meetings attended	Attendance rate	Voting rate	Reasons for absence
1	Ms. Doan Thu Huong	5/5	100%	100%	
2	Mr. Ngo The Anh	5/5	100%	100%	
3	Ms. Tran Mong Thuy Trang	5/5	100%	100%	

3. Supervising Board of Directors, Board of Management and shareholders by the Board of Supervisors:

The Board of Supervisors has inspected and supervised the provisions of the Enterprise Law, Organizational Regulations, and Company Operation Regulations, as follows:

- Review the activities of the board of directors in fulfilling the functions and responsibilities stipulated in the company's articles of association, as well as in executing the 2024 annual general meeting and resolutions.
- Review production and operation activity reports, 2023 financial reports, board management evaluation reports, and 2024 annual shareholders' meeting reports.

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- Assess the critical processes of the company to identify potential risks or deficiencies, and provide appropriate recommendations and solutions accordingly.
- Manage and operate production and business activities at appropriate levels between the Board of Directors.
- Provide timely comments on management and operation to strengthen supervision work in accordance with regulations.

4. The coordination among the Board of Supervisors, the Board of Management, Board of Directors and other managers:

The Board of Supervisors has worked with the Board of Directors, the General Directors and the Company's functional departments to create favorable conditions for updating the Company's operations and collecting information and documents to serve the inspection and supervision work.

5. Other activities of the Audit Committee (if any): *nil*

#### IV. Board of Management

No	Members of Board of Management	Date of birth	Qualification	Date of appointment/dismissal
1	Ms. Do Thi Bich Ha	20/11/1970	MBA	23/4/2023
2	Mr. Tran Manh Hung	13/9/1963	Bachelor	1/10/2024 (retired)

#### V. Chief Accountant

Name	Date of birth	Qualification	Date of appointment
Ms. Nguyen Ngoc Anh	27/2/1982	Master	23/1/2008

#### VI. Training courses on corporate governance:

Training courses on corporate governance were involved by members of Board of Directors, Director (General Director), other managers and secretaries in accordance with regulations on corporate governance: *nil*

#### VII. The list of affiliated persons of the public company (annual report) and transactions of affiliated persons of the Company

1. The list of affiliated persons of the Company: *Appendix 1 attached*
2. Transactions between the Company and its affiliated persons or between the Company and its major shareholders, internal persons and affiliated persons: *nil*



3. Transaction between internal persons of the Company, affiliated persons of internal persons and the Company's subsidiaries in which the Company takes controlling power: nil

4. Transactions between the Company and other objects:

4.1. Transactions between the Company and the company that its members of Board of Management, the Board of Supervisors, Director (General Director) have been founding members or members of Board of Directors, or CEOs in three (03) latest years (calculated at the time of reporting: nil

4.2. Transactions between the Company and the company that its affiliated persons with members of Board of Directors, Board of Supervisors, Director (General Director) and other managers as a member of Board of Directors, Director (General Director or CEO): nil

4.3. Other transactions of the Company (if any) may bring material or non- material benefits for members of Board of Directors, members of the Board of Supervisors, Director (General Director) and other managers: nil

**VIII. Share transactions of internal persons and their affiliated persons (annual report):**

1. The list of internal persons and their affiliated persons: *Appendix 2 attached*

2. Transactions of internal persons and affiliated persons with shares of the company: nil

**IX. Other significant issues: Nil**

**CHAIRMAN OF THE BOARD**

  
VO KHANH HUNG

**Annex 1: The list of affiliated persons of the Company**

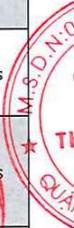
Stock symbol

PTV

Name of Company

**Petroleum Trading Joint Stock Company  
(PETECHIM)**

No	Name of organization/individual	Securities trading account (if any)	Position (if any)	Owner's ID type	Owner's ID No.	Date of issue	Place of issue	Address	Time of starting to be affiliated person	Time of ending to be affiliated person	Relationship with the Company
1	Vo Khanh Hung		Chairman of the Board of Directors	CCCD					25/04/2024		internal persons
2	Tran Duc Chinh		Member of the Board of Directors	CCCD					25/04/2024		internal persons
3	Nguyen Trung Kien		Member of the Board of Directors	CCCD					25/04/2024		internal persons
4	Do Quang Thuan		Member of the Board of Directors	CCCD					18/04/2019	25/04/2024	internal persons
5	Doan Thu Huong		Head of the Supervisory Board	CCCD					27/06/2020		internal persons
6	Ngo The Anh		Member of the Supervisory Board	CCCD					25/04/2023		internal persons
7	Tran Mong Thuy Trang		Member of the Supervisory Board	CCCD					23/04/2022		internal persons
8	Do Thi Bich Ha	005C507278	General Director - Legal representative	CCCD					23/04/2018		internal persons
9	Tran Manh Hung		Deputy General Director	CCCD					01/04/2008	01/10/2024	internal persons
10	Nguyen Ngoc Anh		Chief Accountant	CCCD					23/01/2008		internal persons
11	Duong Cong Ai			CCCD							shareholders > 10%
12	Trang An Investment and Construction Joint Stock Company			ĐKKD							shareholders > 10%
13	PetroVietnam Oil Joint Stock Corporation (PV Oil)			ĐKKD							shareholders > 10%
14	Petroleum Information Technology Telecom and Automation JSC (PAIC)			ĐKKD							Subsidiary company



**Annex 2: The list of internal persons and their affiliated persons**

Stock symbol

**PTV**

Name of Company

**Petroleum Trading Joint Stock  
Company (PETECHIM)**

No	Name	Securities trading account	Position at the company (if any)	Owner's ID Type	Owner's ID No	Date of issue	Place of issue	Contact address	Number of shares owned at the end of the period	Percentage of share ownership at the end of the period	Notes
1	Vo Khanh Hung		Chairman of the Board	CCCD					0	0.00%	
1.1	Vu Thi Thu			CCCD					0	0.00%	Vo Khanh Hung: Wife
1.2	Vo Khanh Quynh Anh			CMND					0	0.00%	Vo Khanh Hung: Daughter
1.3	Vo Khanh Phuong Anh			CCCD					0	0.00%	Vo Khanh Hung: Daughter
1.4	Vo Thanh Lam			CMND					0	0.00%	Vo Khanh Hung: Brother
1.5	Nguyen Thi Ngoc Loan			CMND					0	0.00%	Vo Khanh Hung: Sister-in-law
1.6	Vo Thi Thu Huong			Hộ chiếu					0	0.00%	Vo Khanh Hung: Sister
1.7	Vo Thanh Hai			CMND					0	0.00%	Vo Khanh Hung: Brother
1.8	Vo Thi Mai Hoa			CMND					0	0.00%	Vo Khanh Hung: Sister
1.9	Nguyen Van Nhon			CMND					0	0.00%	Vo Khanh Hung: Brother-in-law
1.10	Vo Van Hao			Không có							Vo Khanh Hung: Father (deceased)
1.11	Dam Thi Tin			Không có							Vo Khanh Hung: Mother (deceased)

1.12	Vu Van Nam			Không có			Vo Khanh Hung: Father-in-law (deceased)
1.13	Nguyen Thi Sam			Không có			Vo Khanh Hung: Mother-in-law (deceased)
1.14	PetroVietnam Oil Joint Stock Corporation (PV Oil)			ĐKKD		5,800,000	29% Vo Khanh Hung: Deputy General Director, PV Oil's capital representative at Petechim
2	Tran Duc Chinh		Member of the Board	CCCD			
2.1	Tran Duy Hy			Không có		0	0.00% Tran Duc Chinh: Father (deceased)
2.2	Pham Thi Nhung			Không có		0	0.00% Tran Duc Chinh: Mother (deceased)
2.3	Le Thi Hong			CMND		0	0.00% Tran Duc Chinh: Wife
2.4	Tran Thu Ha			CCCD		0	0.00% Tran Duc Chinh: Daughter
2.5	Tran Thu Huong			CCCD		0	0.00% Tran Duc Chinh: Daughter
2.6	Tran Thi Bich Lan			Không có			Tran Duc Chinh: Sister
2.7	Tran Duc Quang			Không có			Tran Duc Chinh: Brother
2.8	Tran Duc Dai			Không có			Tran Duc Chinh: Brother (deceased)
2.9	Tran Duc Vinh			CMND		0	0.00% Tran Duc Chinh: Brother
2.10	Tran Duc Hien			CCCD		0	0.00% Tran Duc Chinh: Brother
2.11	Tran Duc Thang			CCCD		0	0.00% Tran Duc Chinh: Brother
3	Nguyen Trung Kien		Member of the Board	CCCD			
3.1	Nguyen Van Hanh			CCCD		0	0.00% Nguyen Trung Kien: Father
3.2	Doan Thi Ngan			CCCD		0	0.00% Nguyen Trung Kien: Mother
3.3	Nguyen Manh Cuong			CCCD		0	0.00% Nguyen Trung Kien: Brother
3.4	Nguyen Thị Phương Thảo			CCCD		0	0.00% Nguyen Trung Kien: Sister-in-law

3.5	Nguyen Quang Minh			CMND
3.6	Nguyen Minh Hoang			CCCD
3.7	Trang An Investment and Construction Joint Stock Company			ĐKKD
4	Doan Thu Huong		Head of the Supervisory Board	CCCD
4.1	Pham Thi Vinh			CCCD
4.2	Dao Van Kiem			CMND
4.3	Do Thi My			CMND
4.4	Dao Duy Tung			CCCD
4.5	Dao Duy Phuong			CCCD
4.6	Dao Duy Viet Anh			CCCD
4.7	Doan Hung Thai			CCCD
4.8	Pham Thi Kham			CCCD
4.9	A&B SAI GON NHA TRANG CORP			ĐKKD
5	Ngo The Anh		Member of the Supervisory Board	CCCD

0	0.00%	Nguyen Trung Kien: Son
0	0.00%	Nguyen Trung Kien: Son
4,620,000	23.10%	Nguyen Trung Kien : Trang An Investment and Construction JSC's capital representative at Petechim
0	0.00%	Doan Thu Huong: Mother
0	0.00%	Doan Thu Huong: Father in law
0	0.00%	Doan Thu Huong: Mother in law
0	0.00%	Doan Thu Huong: Husband
0	0.00%	Doan Thu Huong: Son
0	0.00%	Doan Thu Huong: Son
0	0.00%	Doan Thu Huong: Brother
0	0.00%	Doan Thu Huong: Sister-in-law
0	0.00%	Doan Thu Huong: Chief Accountant

5.1	Ngo Minh Chien			CCCD
5.2	Nguyen My Dung			CCCD
5.3	Nguyen Ngoc Thuy Tien			CCCD
5.4	Ngo Vi Nhat Minh			Không có
5.5	Ngo Vi Nhat Dang			Không có
5.6	Ngo Lan Anh (Linda Anh Strayer)			Không có
5.7	Nguyen Ngoc Dien			CCCD
5.8	Thai Thi Ngoc Bich			CCCD
5.9	Ca Mau Trading Joint Stock Company.			ĐKKD
5.10	PetroVietnam Oil Joint Stock Corporation (PV Oil)			ĐKKD
6	Tran Mong Thuy Trang		Member of the Supervisory Board	CCCD
6.1	Tran Dan Chu			CCCD
6.2	Phan Thuy Suong			Không có
6.3	Pham Phu Quang			CCCD
6.4	Pham Phu Anh			CCCD
6.5	Ha Thi Suong			CCCD

0	0.00%	Ngo The Anh: Father
0	0.00%	Ngo The Anh: Mother
0	0.00%	Ngo The Anh: Wife
		Ngo The Anh: Son
		Ngo The Anh: Son
0	0.00%	Ngo The Anh: Sister
0	0.00%	Ngo The Anh: father in law
0	0.00%	Ngo The Anh: Mother in law
0	0.00%	Ngo The Anh: Board of Supervisors
5,800,000	29.00%	Ngo The Anh: Senior Specialist 1 - Internal Control Department
0	0.00%	Tran Mong Thuy Trang: Father
		Tran Mong Thuy Trang: Mother (deceased)
0	0.00%	Tran Mong Thuy Trang: Husband
0	0.00%	Tran Mong Thuy Trang: Father in law
0	0.00%	Tran Mong Thuy Trang: Mother in law

6.6	Tran Hoang Nhat			CCCD
6.7	Pham Phu Minh Khoa			Không có
6.8	Pham Phu Minh Tri			Không có
7	Do Thi Bich Ha	005C507278	General Director	CCCD
7.1	Do The Long			CCCD
7.2	Nguyen Thi Hao			CCCD
7.3	Do The Lam			CCCD
7.4	Nguyen Thanh Cong			CCCD
7.5	Nguyen Nam Son			CCCD
7.6	Nguyen Hoang Nam			CCCD
7.7	Nguyen Manh Bao			Không có
7.8	Mai Thi Thuan			Không có
7.9	Petroleum Information Technology Telecom and Automation JSC (PAIC)			ĐKKD
8	Nguyen Ngoc Anh		Chief Accountant	CCCD
8.1	Nguyen Duc Thang			CCCD
8.2	Truong Thi Quy			CMND
8.3	Nguyen Quoc Toan			CCCD
8.4	Tran Phuong Huong			CCCD

0	0.00%	Tran Mong Thuy Trang: Brother
		Tran Mong Thuy Trang: Son
		Tran Mong Thuy Trang: Son
0	0.00%	Do Thi Bich Ha: Father
0	0.00%	Do Thi Bich Ha: Mother
0	0.00%	Do Thi Bich Ha: Brother
0	0.00%	Do Thi Bich Ha: Husband
		Do Thi Bich Ha: Son
		Do Thi Bich Ha: Son
		Do Thi Bich Ha: Father (deceased)
		Do Thi Bich Ha: Mother (deceased)
0	0.00%	Do Thi Bich Ha: Chairman of the Board of Directors
2,000	0.01%	
0	0.00%	Nguyen Ngoc Anh: Father
0	0.00%	Nguyen Ngoc Anh: Mother
0	0.00%	Nguyen Ngoc Anh: Father in law
0	0.00%	Nguyen Ngoc Anh: Mother in law

8.5	Nguyen Quoc Cuong			CMND
8.6	Nguyen Anh Minh			
8.7	Nguyen Minh Anh			
8.8	Nguyen Thi Xuan Anh			CCCD
8.9	Petroleum Information Technology Telecom and Automation JSC (PAIC)			ĐKKD

0	0.00%	Nguyen Ngoc Anh: Husband
		Nguyen Ngoc Anh: Son
		Nguyen Ngoc Anh: Daughter
5,000	0.03%	Nguyen Ngoc Anh: Sister
0	0.00%	Nguyen Ngoc Anh: Member of the supervisory board

