

No.: 55/2025/CIAS

Khanh Hoa, April 25, 2025

Re: Minutes and Resolution of the 2025 Annual  
General Meeting of Shareholders

**INFORMATION DISCLOSURE ON THE ELECTRONIC PORTAL OF THE  
STATE SECURITIES COMMISSION**

To: - State Securities Commission;

- Hanoi Stock Exchange;

Company name: Cam Ranh International Airport Services Joint-Stock Company  
Security code: CIA  
Head office: Cam Ranh International Airport, Cam Nghia Ward, Cam Ranh City,  
Khanh Hoa Province  
Telephone: 0258.6265588  
Fax: 0258.6266262  
Information disclosure officer: Mr. TRAN XUAN BINH  
Position: Deputy Director  
Type of information disclosure: ☒ 24h ☐ 72h ☐ Request ☐ Unusual ☐ Periodic  
Content of information disclosure:

Cam Ranh International Airport Services Joint Stock Company announces the Minutes and Resolution of the 2025 Annual General Meeting of Shareholders.

This information is published on the website of Cam Ranh International Airport Services Joint-Stock Company, at [www.cias.vn](http://www.cias.vn).

We hereby commit that the information disclosed above is true and we take full legal responsibility for the content of the disclosed information.

Attached documents: Minutes, Resolution and documents of the 2025 Annual General Meeting of Shareholders.

**Recipients:**

- As To;
- Archived.

**THE PERSON AUTHORIZED  
TO DISCLOSE INFORMATION**



Tran Xuan Binh



No.: 01/2025/NQ-ĐHĐCĐ/CIAS

Khanh Hoa, April 25, 2025

**RESOLUTION**

**ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025  
CAM RANH INTERNATIONAL AIRPORT SERVICES JOINT-STOCK COMPANY**

*Pursuant to:*

- *The Law on Enterprises No. 59/2020/QH14, passed by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020;*
- *The Charter of Cam Ranh International Airport Services Joint Stock Company ("the Company");*
- *The Minutes of the Annual General Meeting of Shareholders (AGM) No. 01/2025/BB-ĐHĐCĐ/CIAS dated April 25, 2025, of the 2025 Annual General Meeting of Shareholders of Cam Ranh International Airport Services Joint-Stock Company,*

**RESOLVES:**

**Article 1:** Approval to the full text of the Report on business results in 2024 and the business plan for 2025, according to the content of Report No. 03/2025/BC-GĐ/CIAS dated April 2, 2025, of the Company's Director.

**Article 2:** Approval to the full text of Report on the activities of the Board of Directors (BOD) in 2024 and the orientations and tasks for 2025, according to the content of Report No. 02/2025/BC-HĐQT/CIAS dated April 2, 2025, of the Company's Board of Directors.

**Article 3:** Approval to the full text of the Board of Supervisors' Report, according to the content of Report No. 01/2025/BC-BKS/CIAS dated April 2, 2025, of the Board of Supervisors.

**Article 4:** Approval to the Audited Separate Financial Statements and Audited Consolidated Financial Statements for the year 2024 of the Company, according to the content of the Proposal No. 01/2025/TTr-HĐQT/CIAS dated April 2, 2025, of the Company's Board of Directors.



- Article 5:** Approval to the plan for profit distribution in 2024 and the plan for profit distribution in 2025, according to the content of the Proposal No. 02/2025/TTr-HĐQT/CIAS dated April 2, 2025, of the Company's Board of Directors.
- Article 6:** Approval to the final settlement of remuneration and bonuses for the Board of Directors and the Board of Supervisors in 2024, and the plan for payment of remuneration to the Board of Directors and the Board of Supervisors in 2025, according to the content of the Proposal No. 03/2025/TTr-HĐQT/CIAS dated April 2, 2025, of the Company's Board of Directors.
- Article 7:** Approval to the the key performance indicators for the 2025 business plan, according to the content of the Proposal No. 04/2025/TTr-HĐQT/CIAS dated April 2, 2025, of the Company's Board of Directors.
- Article 8:** Approval to the addition of business lines and the amendment of Appendix I of the Company's Charter, according to the content of the Proposal No. 05/2025/TTr-HĐQT/CIAS dated April 2, 2025, of the Company's Board of Directors.
- Article 9:** Approval to the change of the title of Director to General Director (Board of Management to Board of General Management) and the amendment of the Company's Charter, Regulations, and Rules, according to the content of the Proposal No. 06/2025/TTr-HĐQT/CIAS dated April 2, 2025, of the Company's Board of Directors.
- Article 10:** Approval to the plan for cancellation of treasury shares, reduction of charter capital, and amendment of the Company's Charter, according to the content of the Proposal No. 07/2025/TTr-HĐQT/CIAS dated April 2, 2025, of the Company's Board of Directors.
- Article 11:** Approval to the list of selected audit firms to conduct the audit and review of financial statements for the three-year period 2026-2028, according to the content of the Proposal No. 08/2025/TTr-BKS/CIAS dated April 2, 2025, of the Board of Supervisors.
- Article 12:** Approval to the transactions with related parties, according to the content of the Proposal No. 09/2025/TTr-HĐQT/CIAS dated April 2, 2025, of the Company's Board of Directors.





**Article 13:** This Resolution was approved by the 2025 Annual General Meeting of Shareholders with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the General Meeting.

**Article 14:** The Board of Directors, the Board of Supervisors, and the Board of Management are responsible for organizing the implementation of the contents approved in this Resolution.

**Article 15:** This Resolution shall take effect from the date of signing./.

*(The aforementioned Reports and Proposal are attached to this Resolution).*

**Recipients:**

- BOD; BOS;
- The Shareholders (via website);
- Archived: Secretary of the BOD.

**ON BEHALF OF THE GENERAL MEETING  
OF SHAREHOLDERS  
CHAIRMAN**



**Trần Quốc Hưng**





No.: 01/2025/BB-ĐHĐCĐ/CIAS

*Khanh Hoa, April 25, 2025*

**MINUTES**  
**THE ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025**

Company name: Cam Ranh International Airport Services Joint-Stock Company

Head office address: Cam Ranh International Airport, Cam Nghia Ward, Cam Ranh City, Khanh Hoa Province

Business Registration Certificate No.: 4200810665, first registered on January 14, 2009; 19th amendment registered on May 2, 2024, at the Business Registration Office, Department of Planning and Investment of Khanh Hoa Province

Time and venue of meeting: The meeting commenced at 08:30 AM on April 25, 2025, at the conference room, Yasaka - Saigon - Nha Trang Hotel (No. 18 Tran Phu Street, Nha Trang City, Khanh Hoa Province)

**I. OPENING PROCEDURES OF THE GENERAL MEETING OF SHAREHOLDERS**

**1. Opening of the General Meeting**

Mrs. Nguyen Thi Thanh Ha, on behalf of the Organizing Committee, declared the opening of the 2025 Annual General Meeting of Shareholders of Cam Ranh International Airport Services Joint-Stock Company (hereinafter abbreviated as “the General Meeting”, “AGM”) and introduced the attendees.

**2. Report on the Verification of Shareholder Eligibility and announcement of conditions for conducting the General Meeting**

Mr. Nguyen Ngoc Tuan - Head of the Shareholder Eligibility Verification Committee - reported to the General Meeting the results of the verification of the eligibility of shareholders attending the General Meeting as of 08:30 AM on April 25, 2025, as follows:

- The total number of shareholders entitled to attend the 2025 Annual General Meeting of Shareholders of Cam Ranh International Airport Services Joint-Stock Company, as of the record date of March 25, 2025, is 891 shareholders (according to the summary list of securities owners exercising voting rights No. V487/2025-CIA/VSDC-ĐK prepared by the Vietnam Securities Depository and Clearing Corporation on March 25, 2025), holding 18.661.243 shares, corresponding to 18.661.243 voting rights of the Company (1 share corresponds to 1 voting right).
- The total number of shareholders and their valid authorized representatives attending the General Meeting is 42 persons, directly attending and representing 49 shareholders,



holding and representing 12.643.551 shares, equivalent to 67,8% of the total voting rights of the Company.

Pursuant to the provisions of the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020, and the current Charter of Cam Ranh International Airport Services Joint-Stock Company, the number of shareholders and valid authorized representatives of shareholders attending the General Meeting represents more than 50% of the total voting rights of the Company; therefore, the General Meeting is qualified to proceed.

### **3. Guidance on voting principles and procedures at the General Meeting**

A representative of the Organizing Committee provided guidance on the voting principles and procedures at the General Meeting in accordance with the law and the Company's current Charter.

### **4. Introduction of the Chairperson and the Presidium of the General Meeting**

The representative of the Organizing Committee introduced the Chairperson of the Congress, Mr. Tran Quoc Hung - Chairman of the Board of Directors.

The Presidium consists of 03 members:

- Mr. Tran Quoc Hung                      – Chairman of the BOD                      – Chairperson;
- Mr. Ly Lam Duy                          – Member of the BOD                          – Member;
- Mr. Khong Minh Dung                  – Independent Member of the BOD          – Member.

### **5. Secretariat of the General Meeting, Vote Counting Committee**

#### **5.1 Secretariat of the General Meeting**

The Chairperson nominated the following personnel for the Secretariat:

- Mrs. Nguyen Thi Hien                      – Head of the Secretariat;
- Mr. Nguyen Hoang Phuc                      – Member of the Secretariat.

#### **5.2 Vote Counting Committee**

Mr. Tran Quoc Hung – Chairperson of the General Meeting – introduced and requested the General Meeting's approval of the personnel for the Vote Counting Committee, including:

- Mrs. Tran Le Thu                              – Head of the Vote Counting Committee;
- Mrs. Nguyen Hoang Xuan Dung              – Member;
- Mrs. Ta Thi Sa Mi                              – Member.

#### **Voting Results:**

- Total number of ballots: 12.643.551 ballots
- Number of valid ballots: 12.643.551 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of invalid ballots: 0 ballots, accounting for 0% of the total voting shares of the



shareholders present and voting at the meeting.

- Number of ballots approved: 12.643.551 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots disapproved: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots abstentions/other opinions: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.

**Conclusion:** The General Meeting approved the personnel of the Vote Counting Committee with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the meeting.

## **6. Approval of the agenda and working regulations of the General Meeting**

Mr. Tran Xuan Binh - Deputy Director of the Company read the agenda and working regulations of the Congress.

### **6.1 Agenda of the General Meeting**

Mr. Tran Quoc Hung, on behalf of the Presidium, requested the shareholders' approval of the agenda for the 2025 Annual General Meeting of Shareholders.

#### **Voting Results:**

- Total number of ballots: 12.643.551 ballots
- Number of valid ballots: 12.643.551 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of invalid ballots: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots approved: 12.643.551 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots disapproved: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots abstentions/other opinions: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.

**Conclusion:** The General Meeting approved the agenda for the 2025 Annual General Meeting of Shareholders with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the meeting.

### **6.2 Working regulations of the General Meeting**

Mr. Tran Quoc Hung, on behalf of the Presidium, requested the shareholders' approval of the regulations of the General Meeting.

#### **Voting Results:**

- Total number of ballots: 12.643.551 ballots



- Number of valid ballots: 12.643.551 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of invalid ballots: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots approved: 12.643.551 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots disapproved: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots abstentions/other opinions: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.

**Conclusion:** The General Meeting approved the regulations of the General Meeting with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the meeting.

## II. PRESENTATION OF REPORTS AND PROPOSALS

1. Mr. Pham Quang Minh – Director of the Company: Presented the Report on business results in 2024 and the business plan for 2025 of Cam Ranh International Airport Services Joint-Stock Company (Report No. 03/2025/BC-GĐ/CIAS dated April 2, 2025).
2. Mr. Tran Quoc Hung – Chairman of the Board of Directors: Presented the Report on the activities of the Board of Directors in 2024 and the orientations and tasks for 2025 (Report No. 02/2025/BC-HĐQT/CIAS dated April 2, 2025).
3. Mrs. Dang Thi Phuong Nga – Head of the Board of Supervisors: Presented the Report on the activities of the Board of Supervisors in 2024 and the orientations and tasks for 2025 (Report No. 01/2025/BC-BKS/CIAS dated April 2, 2025).
4. Mr. Tran Xuan Binh - Deputy Director of the Company: Presented the Proposal for the approval of the Audited Separate Financial Statements and Audited Consolidated Financial Statements for the year 2024 (The audited financial statements are mentioned in Proposal No. 01/2025/TTr-HĐQT/CIAS dated April 2, 2025, which has been disclosed on the Company's website).
5. Mr. Khong Minh Dung – Independent Member of the Board of Directors: Presented the Proposal for the approval of the profit distribution plan for 2024 and the profit distribution plan for 2025 (Proposal No. 02/2025/TTr-HĐQT/CIAS dated April 2, 2025).
6. Mr. Khong Minh Dung – Independent Member of the Board of Directors: Presented the Proposal for the approval of the final settlement of remuneration and bonuses for the Board of Directors and the Board of Supervisors in 2024, and the plan for payment of remuneration to the Board of Directors and the Board of Supervisors in 2025 (Proposal No. 03/2025/TTr-HĐQT/CIAS dated April 2, 2025).
7. Mr. Ly Lam Duy – Member of the Board of Directors: Presented the Proposal for the



approval of the key performance indicators for the 2025 production and business plan (Proposal No. 04/2025/TTr-HĐQT/CIAS dated April 2, 2025)

8. Mr. Ly Lam Duy – Member of the Board of Directors: Presented the Proposal for the approval of the addition of business lines and the amendment of Appendix I of the CIAS Company's Charter (Proposal No. 05/2025/TTr-HĐQT/CIAS dated April 2, 2025).
9. Mr. Tran Quoc Hung – Chairman of the Board of Directors: Presented the Proposal for the approval of the change of the title of Director to General Director (Board of Management to Board of General Management) and the amendment of the Company's Charter, related Regulations, and Rules (Proposal No. 06/2025/TTr-HĐQT/CIAS dated April 2, 2025).
10. Mr. Tran Quoc Hung – Chairman of the Board of Directors: Presented the Proposal for the approval of the plan for cancellation of treasury shares, reduction of charter capital, and amendment of the Company's Charter (Proposal No. 07/2025/TTr-HĐQT/CIAS dated April 2, 2025) .
11. Mrs. Dang Thi Phuong Nga – Head of the Board of Supervisors: Presented the Proposal for the approval of the list of selected audit firms to conduct the audit and review of the financial statements for the three-year period 2026-2028 (Proposal No. 08/2025/TTr-BKS/CIAS dated April 2, 2025).
12. Mr. Pham Quang Minh – Director of the Company: Presented the Proposal for the approval of transactions with related parties (Proposal No. 09/2024/TTr-HĐQT/CIAS dated April 2, 2025).

### **III. DISCUSSION AND VOTING ON THE CONTENT OF REPORTS AND PROPOSALS**

- The Chairperson invited shareholders to discuss and provide comments on the Reports and Proposals presented at the General Meeting. In addition, the Chairman also hoped that shareholders would contribute their opinions to the Board of Managements on the Company's business activities, tried and used the services, interact and give feedback to the Company through CIAS's official channels on social networking platforms.
- The Presidium, the Company's Board of Managemnets and shareholders discussed a number of issues such as: Business results achieved in the first quarter of 2025, business plan for the whole year, plan to serve Russian tourists in 2025 at Cam Ranh International Airport and the Company's investment.
- Regarding the Reports and Proposals at the General Meeting, shareholders agreed with the presented contents and have no other opinions.
- The General Meeting proceeded to vote on the approval of the Reports and Proposals using Voting Ballot. At the time of voting on the content of the Reports and Proposals, the total number of shareholders and valid authorized representatives of shareholders present at the General Meeting was 41 persons, holding and representing 12.641.157 shares, corresponding to 12.641.157 voting rights, representing 67,7 % of the total voting



rights of the Company.

**1. Approval to the Report on business results in 2024 and the business plan for 2025 of the Company's Director (Report No. 03/2025/BC-GĐ/CIAS dated April 2, 2025)**

**Voting Results:**

- Total number of ballots: 12.641.157 ballots
- Number of valid ballots: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of invalid ballots: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots approved: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots disapproved: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots abstentions/other opinions: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.

**Conclusion:** The General Meeting approved Report No. 03/2025/BC-GĐ/CIAS dated April 2, 2025, on the business results in 2024 and the business plan for 2025 of the Company's Director, with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the meeting.

**2. Approval to the Report on the activities of the Board of Directors in 2024 and the orientations and tasks for 2025 (Report No. 02/2025/BC-HĐQT/CIAS dated April 2, 2025)**

**Voting Results:**

- Total number of ballots: 12.641.157 ballots
- Number of valid ballots: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of invalid ballots: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots approved: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots disapproved: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots abstentions/other opinions: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.

**Conclusion:** The General Meeting approved Report No. 02/2025/BC-HĐQT/CIAS dated April 2, 2025, on the activities of the Board of Directors in 2024 and the orientations and tasks for 2025, with a voting ratio of 100% of the total voting shares of



the shareholders present and voting at the meeting.

**3. Approval to the Board of Supervisors' Report at the 2025 Annual General Meeting of Shareholders (Report No. 01/2025/BC-BKS/CIAS dated April 2, 2025)**

**Voting Results:**

- Total number of ballots: 12.641.157 ballots
- Number of valid ballots: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of invalid ballots: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots approved: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots disapproved: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots abstentions/other opinions: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.

**Conclusion:** The General Meeting approved Report No. 01/2025/BC-BKS/CIAS dated April 2, 2025, on the activities of the Board of Supervisors in 2024 and the orientations and tasks for 2025, with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the meeting.

**4. Approval to the Proposal on the approval of the Audited Separate Financial Statements and Audited Consolidated Financial Statements for the year 2024 (The audited financial statements are mentioned in Proposal No. 01/2025/TTr-HĐQT/CIAS dated April 2, 2025, which has been disclosed on the Company's website)**

**Voting Results:**

- Total number of ballots: 12.641.157 ballots
- Number of valid ballots: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of invalid ballots: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots approved: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots disapproved: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots abstentions/other opinions: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.

**Conclusion:** The General Meeting approved Proposal No. 01/2025/TTr-HĐQT/CIAS



dated April 2, 2025, on the approval of the Audited Separate Financial Statements and Audited Consolidated Financial Statements for the year 2024, with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the meeting.

**5. Approval to the Proposal on the profit distribution plan for 2024 and the profit distribution plan for 2025 (Proposal No. 02/2025/TTr-HĐQT/CIAS dated April 2, 2025)**

**Voting Results:**

- Total number of ballots: 12.641.157 ballots
- Number of valid ballots: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of invalid ballots: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots approved: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots disapproved: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots abstentions/other opinions: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.

**Conclusion:** The General Meeting approved Proposal No. 02/2025/TTr-HĐQT/CIAS dated April 2, 2025, on the profit distribution plan for 2024 and the profit distribution plan for 2025, with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the meeting.

**6. Approval to the Proposal on the final settlement of remuneration and bonuses for the Board of Directors and the Board of Supervisors in 2024, and the plan for payment of remuneration to the Board of Directors and the Board of Supervisors in 2025 (Proposal No. 03/2025/TTr-HĐQT/CIAS dated April 2, 2025)**

**Voting Results:**

- Total number of ballots: 12.641.157 ballots
- Number of valid ballots: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of invalid ballots: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots approved: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots disapproved: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots abstentions/other opinions: 0 ballots, accounting for 0% of the total



voting shares of the shareholders present and voting at the meeting.

**Conclusion:** The General Meeting approved Proposal No. 03/2025/TTr-HĐQT/CIAS dated April 2, 2025, on the final settlement of remuneration and bonuses for the Board of Directors and the Board of Supervisors in 2024, and the plan for payment of remuneration to the Board of Directors and the Board of Supervisors in 2025, with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the meeting.

**7. Approval to the Proposal on the key performance indicators for the 2025 and business plan (Proposal No. 04/2025/TTr-HĐQT/CIAS dated April 2, 2025)**

**Voting Results:**

- Total number of ballots: 12.641.157 ballots
- Number of valid ballots: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of invalid ballots: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots approved: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots disapproved: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots abstentions/other opinions: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.

**Conclusion:** The General Meeting approved Proposal No. 04/2025/TTr-HĐQT/CIAS dated April 2, 2025, on the key performance indicators for the 2025 business plan, with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the meeting.

**8. Approval to the Proposal on the addition of business lines and the amendment of Appendix I of the Company's Charter (Proposal No. 05/2025/TTr-HĐQT/CIAS dated April 2, 2025)**

**Voting Results:**

- Total number of ballots: 12.641.157 ballots
- Number of valid ballots: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of invalid ballots: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots approved: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots disapproved: 0 ballots, accounting for 0% of the total voting shares of



the shareholders present and voting at the meeting.

- Number of ballots abstentions/other opinions: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.

**Conclusion:** The General Meeting approved Proposal No. 05/2025/TTr-HĐQT/CIAS dated April 2, 2025, on the approval of the addition of business lines and the amendment of Appendix I of the Company's Charter, with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the meeting.

**9. Approval to the Proposal on the change of the title of Director to General Director (Board of Management to Board of General Management) and the amendment of the Company's Charter, Regulations, and Rules (Proposal No. 06/2025/TTr-HĐQT/CIAS dated April 2, 2025)**

**Voting Results:**

- Total number of ballots: 12.641.157 ballots
- Number of valid ballots: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of invalid ballots: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots approved: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots disapproved: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots abstentions/other opinions: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.

**Conclusion:** The General Meeting approved Proposal No. 06/2025/TTr-HĐQT/CIAS dated April 2, 2025, on the change of the title of Director to General Director (Board of Management to Board of General Management) and the amendment of the Company's Charter, Regulations, and Rules, with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the meeting.

**10. Approval to the Proposal on the plan for cancellation of treasury shares, reduction of charter capital, and amendment of the CIAS Company's Charter (Proposal No. 07/2025/TTr-HĐQT/CIAS dated April 2, 2025 )**

**Voting Results:**

- Total number of ballots: 12.641.157 ballots
- Number of valid ballots: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of invalid ballots: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.



- Number of ballots approved: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots disapproved: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots abstentions/other opinions: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.

**Conclusion:** The General Meeting approved Proposal No. 07/2025/TTr-HĐQT/CIAS dated April 2, 2025, on the plan for cancellation of treasury shares, reduction of charter capital, and amendment of the Company's Charter, with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the meeting.

**11. Approval to the Proposal on the list of selected audit firms to conduct the audit and review of the Financial Statements for the three-year period 2026-2028 (Proposal No. 08/2025/TTr-BKS/CIAS dated April 2, 2025)**

**Voting Results:**

- Total number of ballots: 12.641.157 ballots
- Number of valid ballots: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of invalid ballots: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots approved: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots disapproved: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots abstentions/other opinions: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.

**Conclusion:** The General Meeting approved Proposal No. 08/2025/TTr-BKS/CIAS dated April 2, 2025, on the list of selected audit firms to conduct the audit and review of the financial statements for the three-year period 2026-2028, with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the meeting.

**12. Approval to the Proposal on the approval of transactions with related parties (Proposal No. 09/2025/TTr-HĐQT/CIAS dated April 2, 2025)**

**Voting Results:**

- Total number of ballots: 12.641.157 ballots
- Number of valid ballots: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of invalid ballots: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.



- Number of ballots approved: 12.641.157 ballots, accounting for 100% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots disapproved: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.
- Number of ballots abstentions/other opinions: 0 ballots, accounting for 0% of the total voting shares of the shareholders present and voting at the meeting.

**Conclusion:** The General Meeting approved Proposal No. 09/2025/TTr-HDQT/CIAS dated April 2, 2025, on transactions with related parties, with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the meeting.

#### **IV. APPROVAL OF THE MINUTES AND RESOLUTION OF THE GENERAL MEETING:**

The full text of the Meeting Minutes and the draft Resolution of the 2025 Annual General Meeting of Shareholders was read by the representative of the Secretariat to all shareholders attending the General Meeting and was approved by the General Meeting with a voting ratio of 100% of the total voting shares of the shareholders present and voting at the General Meeting.

The 2025 Annual General Meeting of Shareholders of Cam Ranh International Airport Services Joint-Stock Company was successfully organized. The Chairperson declared the closing of the General Meeting at 11h00 on April 25, 2025.

**ON BEHALF OF THE SECRETARIAT  
HEAD OF THE SECRETARIAT**



**Nguyen Thi Hien**

**ON BEHALF OF THE GENERAL  
MEETING OF SHAREHOLDERS  
CHAIRPERSON - CHAIRMAN OF THE  
BOARD OF DIRECTORS**



**Tran Quoc Hung**



ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025 AGENDA

1. Time: From 8:00 AM, April 25, 2025

2. Location: Conference Room - Yasaka - Saigon - Nha Trang Hotel (18 Tran Phu Street, Loc Tho Ward, Nha Trang City, Khanh Hoa Province).

3. Agenda and Contents:

No.	Timeline	CONTENT OF THE GENERAL MEETING AGENDA
1	08h00 - 08h30	Welcoming guests, registering attending shareholders, distributing documents, issuing ballot papers.
		Shareholder eligibility verification.
2	08h30 - 08h40	Declaration of the reason for organizing the General Meeting, opening the General Meeting.
		Introduction of attending delegates.
3	08h40 - 08h45	Report on Shareholder eligibility verification and announcement of conditions for holding the General Meeting.
4	08h45-08h50	Guidance on voting principles and procedures at the General Meeting.
5	08h50 - 08h55	Election of the Presidium.
6	08h55 - 09h00	The Presidium appoints the Secretariat and organizes the election of the Ballot Counting Committee.
7	09h00 - 09h05	The Presidium announces the General Meeting agenda and the regulations for organizing the General Meeting.
		Voting to approve the General Meeting agenda and the regulations for organizing the General Meeting.
8	09h05 - 09h15	Report on 2024 business performance and 2025 business plan.
9	09h15 - 09h25	Report on the Board of Directors' activities in 2024 and mission objectives for 2025.
10	09h25 - 09h35	Report of the Board of Supervisors at the 2025 Annual General Meeting of Shareholders.
11	09h35 - 09h40	Proposal to approve of the 2024 Audited Separate and Consolidated Financial Statements.
12	09h40 - 09h45	Proposal to approve of the 2024 profit distribution plan and the 2025 profit distribution plan.
13	09h45 - 09h50	Proposal to the finalization of 2024 Board of Directors (BOD) and Board of Supervisors (BOS) remuneration and the 2025 remuneration payment plan for BOD and BOS.
14	09h50 - 09h55	Proposal to approve the 2025 business plan targets.
15	09h55 - 10h00	Proposal to approve the addition of business activities and the amendment of Appendix I of the Company's Charter.
16	10h00 - 10h05	Proposal for the approval of changing the title of Director to General Director (Board of Management to Board of General Directors) and amending the Company's Charter.
17	10h05 - 10h10	Proposal to approve the plan to cancel treasury stock, reduce charter capital and amend the Company's Charter.
18	10h10 - 10h15	Proposal to approve the selection of independent auditors to conduct Financial Statement audits and reviews for the 2026-2028 period.
19	10h15 - 10h20	Proposal to approve related party transactions
20	10h20 - 10h50	Discussion, responding to questions from shareholders, and voting to approve the contents of reports and proposals.
21	10h50 - 11h20	Breaktime.
22	11h20 - 11h30	Approval of the Minutes and Resolutions of the General Meeting.
23	11h30	Adjournment of the General Meeting.





*Khanh Hoa, April 25, 2025*

## **WORK REGULATIONS**

### **At the 2025 Annual General Meeting of Shareholders Cam Ranh International Airport Services Joint-Stock Company**

In order to ensure the principles of transparency, fairness, and democracy, and to facilitate the organization and management of the 2025 Annual General Meeting of Shareholders (AGM), the Organizing Committee respectfully submits for approval by the General Meeting the Work Regulations for the 2025 AGM, as follows:

#### **I. ORDER OF THE GENERAL MEETING**

1. All delegates attending the meeting must dress appropriately.
2. Delegates, upon entering the meeting room, must sit in the designated seats or areas as directed by the Organizing Committee. Strictly adhere to the seating arrangements of the Organizing Committee.
3. Smoking is not allowed in the meeting room.
4. Private conversations and the use of mobile phones are prohibited during the meeting. All mobile phones must be turned off or switched to silent mode, with no ringing sounds.

#### **II. EXPRESSING OPINIONS AT THE MEETING**

1. Principle: Shareholders attending the meeting, when wishing to express their opinions or discuss, must obtain the consent of the Presidium.
2. Method of expressing opinions: Shareholders must speak concisely and focus on the key issues to be discussed, in accordance with the approved agenda of the meeting, and refrain from using offensive language or causing disorder at the meeting. The Presidium will arrange for shareholders to speak in the order of the agenda and registration, and will address shareholders' questions.

#### **III. CONDITIONS AND PROCEDURES FOR CONDUCTING THE GENERAL MEETING**

1. The General Meeting shall be held when the number of attending shareholders represents more than 50% of the total voting shares based on the Shareholder List compiled at the time of convening the General Meeting.
2. The General Meeting is expected to be held within half a day. At the General Meeting, the items on the agenda will be presented, discussed, and voted on for approval.

#### **IV. VOTING TO APPROVE ISSUES AT THE MEETING**

1. Principle:
  - a. All matters on the meeting's agenda, reports, proposals, or other related matters requiring a vote at the meeting must be approved by a public vote of all attending shareholders and shareholder





representatives using Ballot Papers according to the number of shares held by the shareholder and shareholder representative.

- b. Shareholders and shareholder representatives exercise their voting rights at the General Meeting of Shareholders by using Ballot Papers distributed directly at the meeting, with each shareholder receiving one Ballot Paper.
- c. Ballot Papers are pre-printed forms provided by the Organizing Committee, bearing the CIAS seal, and are distributed to shareholders or shareholder representatives upon attending the General Meeting. The ballot includes the following information:
  - Full name of shareholder;
  - Shareholder registration number;
  - Total number of voting shares.
- d. Voting on issues is conducted publicly and directly under the direction of the Chairman of the General Meeting, and only ballot papers issued by the Organizing Committee may be used.

2. Voting rules:

- a. Shareholders and their authorized representatives vote (approve, disapprove, abstain) on a matter by voting directly at the General Meeting.
- b. When shareholders or their authorized representatives vote on matters within the General Meeting's agenda, they will do so by raising their voting ballots. The Ballot Counting Committee members will mark the shareholder codes and corresponding ballot numbers of each shareholder or representative who votes in favor. Similarly, following the Chairman's direction, shareholders or their representatives who vote against or abstain will, in turn, raise their voting ballots.
- c. 01 (one) voting right is equivalent to 01 (one) voting ballot.
- d. The Ballot Counting Committee will tally the percentages of votes in favor, against, and abstentions for each matter and announce the voting results at the General Meeting.

## V. THE PRESIDIUM

1. The Presidium consists of 03 (three) members, including 01 (one) Chairman and 02 (two) members. The Chairman of the Board of Directors (BOD) is the Chairman of the Presidium and presides over the General Meeting of Shareholders. The Presidium will manage the meeting in accordance with the agenda and the work regulations that have been approved by the General Meeting.
2. Duties of the Presidium:
  - Conduct the meeting in accordance with the approved agenda and working regulations. The Presidium operates on the principle of democratic centralism.
  - Guide the General Meeting in discussions and voting on matters within the meeting agenda and related issues throughout the meeting.
  - Resolve any issues arising during the meeting (if any).
3. Working Principles of the Presidium: The Presidium operates on the principles of centralism, democracy, and majority decision-making.

## VI. SECRETARIAT OF THE GENERAL MEETING

1. The Secretariat of the General Meeting consists of 02 (two) members appointed by the



Chairman of the General Meeting. The Secretary is responsible to the Presidium and the General Meeting of Shareholders for their duties under the Presidium's direction.

**2. Duties of the Secretariat:**

- Assist the Presidium in announcing draft documents, conclusions, resolutions of the General Meeting, and notices from the Presidium to shareholders upon request.
- Receive and review registration forms for shareholders' comments and forward them to the Presidium for decision.
- Record fully and accurately all proceedings of the General Meeting and matters approved or reserved by shareholders in the meeting minutes.
- Draft the minutes and resolutions on matters approved at the General Meeting.

**VII. SHAREHOLDER ELIGIBILITY VERIFICATION COMMITTEE**

1. The Shareholder Eligibility Verification Committee at the General Meeting consists of 03 (three) members, including 01 (one) Head and 02 (two) members. The personnel of the Shareholder Eligibility Verification Committee are appointed by the Board of Directors.
2. Duties of the Shareholder Eligibility Verification Committee:
  - Verify the eligibility and attendance of shareholders and their representatives.
  - The Head of the Shareholder Eligibility Verification Committee reports to the General Meeting of Shareholders on shareholder attendance.

**VIII. BALLOT COUNTING COMMITTEE**

1. The Ballot Counting Committee at the General Meeting consists of 03 (three) members, including 01 (one) Head and 02 (two) members. The personnel of the Ballot Counting Committee are nominated by the Board of Directors and approved by the General Meeting of Shareholders at the meeting.
2. Duties: The Ballot Counting Committee will tally the percentages of votes in favor, against, and abstentions/other opinions for each matter and announce the voting results before the General Meeting.

**IX. MINUTES, RESOLUTION OF THE GENERAL MEETING OF SHAREHOLDERS**

The minutes and resolution of the General Meeting of Shareholders must be read and approved before the closing of the General Meeting.

**X. EFFECTIVENESS**

Shareholders and authorized representatives attending the General Meeting must strictly comply with the working regulations of the General Meeting of Shareholders. Shareholders violating these regulations, depending on the specific level, the Presidium will consider and take disciplinary action according to the provisions of the Law and the Company's Charter.

These regulations take effect after being approved by the General Meeting.

**THE GENERAL MEETING OF SHAREHOLDERS**





No.: 03/2025/BC-GĐ/CIAS

Khanh Hoa, April 02, 2025

## REPORT ON BUSINESS PERFORMANCE OF 2024 AND BUSINESS PLAN FOR 2025

To: 2025 Annual General Meeting of Shareholders

Cam Ranh International Airport Services Joint-Stock Company

The Director of Cam Ranh International Airport Services Joint-Stock Company (CIAS) respectfully reports to the General Meeting of Shareholders (GMS) on the company's performance in 2024 and the business plan for 2025, specifically as follows:

### I. BUSINESS PERFORMANCE IN 2024

#### 1. Overview of the economy

In 2024, the global situation continued to be complex and unpredictable with many risk factors and uncertainties. Military conflicts continued to escalate, strategic competition between major countries intensified, many countries strengthened trade protection policies, public debt and budget deficits increased, the decline of some major economies, and the global supply chain was partially disrupted, impacting peace, stability, and global economic growth.

Vietnam's economy grew remarkably in 2024 (7.09%). The economic recovery was mainly based on many macro policies of the government. This is an important foundation for Vietnam to aim towards sustainable growth in 2025 and beyond.

#### 2. Situation of the aviation and tourism industries

According to information from the Vietnam Airports Corporation (ACV), in 2024, the total number of passengers passing through airports reached 109 million, fulfilling 96% of the annual target, equivalent to 97% of 2023. Of this, international passengers accounted for 41 million, reaching 98% of the annual target, an increase of 26% compared to 2023; domestic passengers totaled 68 million, achieving 95% of the annual target, a decrease of 15% compared to 2023. The total number of takeoffs and landings was 663 thousand flights, meeting 94% of the annual target, a decrease of 7% compared to 2023. The decline in flight numbers and passenger volume at domestic airports has multiple reasons, primarily driven by the development of highways and Aircraft maintenance of airlines. The reduced flight and passenger volume at domestic airports compared to 2023 presents many challenges for CIAS, especially since CIAS operates several stores at domestic airports such as Phu Cat, Dong Hoi, Tuy Hoa, etc. The number of flights and passengers in 2024 at airports where CIAS is present decreased sharply from 20 – 30% compared to 2023.

#### 3. Company activities in 2024





In 2024, the Company had many exciting activities in expanding the market at major airports, notably at Terminal T3 – Tan Son Nhat International Airport, and many other activities as follows:

- Completed construction and put into operation the restaurant at the International Terminal, Tan Son Nhat International Airport. The restaurant has good revenue and profit.
- In 2024, the Company successfully bid for 4 premises at Terminal T3, Tan Son Nhat International Airport. CIAS is expected to put the stores into operation in April/2025.
- Completed 02 retail stores at Lien Khuong International Airport and put them into operation.
- Cooperated with partners to expand more stores at Cam Ranh International Airport and Chu Lai Airport.
- Researched, evaluated, and introduced seasonal and local products into business to enhance customer experience.
- For ineffective business premises, the Company has sought suitable partners for cooperation and franchising. For premises that cannot cooperate with partners, CIAS will consider the option of ceasing operations and returning the premises to the Port.
- Sign more new contracts with airline clients for delayed/canceled flight services; sign contracts with partners using business lounges; provide cleaning/menu services for partners' business lounges; etc.
- Adjust and increase selling prices appropriately for partners and individual customers to increase the company's revenue and profit.
- Work with partners in the aviation industry to sell tourism and travel products.
- Research options to reduce input costs such as raw material costs, warehouse rental costs, etc.

## II. BUSINESS RESULTS

### 1. Separate business results

Unit: Million VND

No.	INDICATOR	FY 2023	FY 2024 Plan	FY 2024	FY2024/ FY2023	FY 2024/ Plan FY2024
I	Total revenue	102,889	123,909	129,243	125.61%	104.30%
1.1	Service revenue	93,679	118,258	122,870	131.16%	103.90%
1.2	Financial revenue	9,047	5,642	6,315	69.80%	111.92%
1.3	Other income	163	9	58	35.84%	617.32%
II	Total costs	98,599	119,795	123,062	124.81%	102.73%
III	Profit before tax	4,289	4,115	6,181	144.10%	150.22%
	Profit before tax excluding financial provision	2,642	4,115	3,698	139.96%	89.87%
IV	Profit after tax	3,420	3,292	4,404	128.78%	133.78%

Total revenue in 2024 reached over 129.2 billion VND, increase 25.61% compared to 2023 and 4% higher than the plan. Wherein:



- Revenue from service provision in 2024 was 122.87 billion VND, a 31,16% increase compared to 2023. The reason is due to the high revenue of international stores and thanks to new stores at Tan Son Nhat International Airport.
- Financial revenue in 2024 only reached 69,8% compared to 2023.
- Total costs increased by 25% compared to 2023 following revenue growth and 2,73% higher than planned.
- CIAS's Profit after tax in 2024 increased by 28,78% compared to 2023 and 33,78% higher than planned.

Overall, in 2024, CIAS experienced growth in revenue and profit compared to 2023 and achieved the set plan.

## 2. Consolidated business results

Unit: Million VND

No.	INDICATOR	FY 2023	FY 2024 Plan	FY 2024	FY2024/ FY2023	FY2024/ Plan FY2024
I	Total revenue	105,585	126,565	132,324	125.32%	104.55%
1.1	Service revenue	94,267	118,707	123,107	130.59%	103.71%
1.2	Financial revenue	11155	7,849	9,143	81.96%	116.49%
1.3	Other income	163	9	74	45.40%	782.86%
II	Total expenses	99,981	121,216	124,023	124%	102%
III	Profit before tax	6,055	5,349	5,956	98.35%	111.33%
	Profit before tax excluding financial amortization	3,810	5,349	3,068	80.51%	57.35%
IV	Profit after tax	5,487	4,309	4,524	82.45%	104.98%

## III. DEVELOPMENT PLAN FOR 2025

### 1. Advantages:

- Vietnam's stable economic and political situation is increasingly attracting international tourists and investors to Vietnam.
- It is expected that in April 2025, Terminal T3 of Tan Son Nhat International Airport will be put into operation. Here, CIAS has invested in 4 new stores, contributing to revenue growth in 2025 and subsequent years.
- In 2024, CIAS implemented many projects at international airports, contributing to increasing the company's revenue in 2024 and the following years.
- It is expected that from mid-March 2025, the Cam Ranh International Airport – Russia routes will be reopened.

### 2. Difficulties:



- According to forecasts, the global economic, political, and military situation in 2025 will remain complex and show no signs of ending, thus affecting the economic situation of Vietnam in general and the aviation industry in particular.
- Expensive premises costs: From mid-2023, ACV changed its premises rental policy to a business cooperation model, causing premises costs for non-aviation businesses to increase significantly. In 2025, with the increasing demand for commercial space at new or upgraded airports, this cost may increase further.
- Fluctuations in passenger volume: Domestic airport passenger volume is forecast to continue to decline as the operation of many new highways provides customers with more choices. In addition, there is no information on when the aircraft under maintenance by airlines will be put back into operation in 2025.
- Increasingly fierce competition: While passenger volume at domestic airports continues to decrease, non-aviation stores continue to increase, leading to high competition. In addition to competition in terms of the number of competitors, there is also competition in terms of products and prices.
- Changes in consumer behavior: With rising airfares, passengers are more cautious when shopping at the airport.

### **3. Implementation direction and solutions**

- Identifying key markets in 2025 and subsequent years as international airports, CIAS will prioritize expanding business operations at international terminals. Prioritizing locations within the isolation area, this is the area with the best business efficiency.
- For loss-making stores, CIAS has been and continues to cooperate with other units for business or return the premises to the Port.
- Continue to reduce input costs, especially raw material costs
- Closely cooperate with airlines to provide services such as business lounges, catering services, etc.
- Seek businesses in the aviation sector to cooperate in selling business lounge products, catering, retail and tourism
- Work with partners to introduce tours.

### **4. 2025 Business Plan**

#### **4.1. Separate business plan targets for 2025**



Unit: Million VND

No.	INDICATOR	FY2024	2025 Plan	Plan2025/ FY2024
1	Total revenue	129,243	154,445	119.50%
2	Total expenses	123,062	145,874	118.54%
3	Profit before tax	6,181	8,571	138.66%
4	Profit after tax	4,404	6,639	150.76%

#### 4.2. Consolidated business plan targets for 2025

Unit: Million VND

No.	INDICATOR	FY2024	2025 Plan	Plan2025/ FY2024
1	Total revenue	132,324	158,792	120.00%
2	Total expenses	124,023	146,780	118.35%
3	Profit before tax	5,956	12,012	201.67%
4	Profit after tax	4,524	9,554	211.20%

Above is the report on the 2024 operating results and the 2025 development plan of Cam Ranh International Airport Services JSC, presented to the 2025 Annual General Meeting of Shareholders.

Sincere thanks./.

#### Recipients:

- As addressed;
- BOD, Member of the Board of Supervisors;
- Information Disclosure;
- Archived: BOD file, Documents.



DIRECTOR *Pham*

Pham Quang Minh



No.: 02/2025/BC-HĐQT/CIAS

*Khanh Hoa, April 02, 2025*

**REPORT ON THE ACTIVITIES OF THE BOARD OF DIRECTORS IN 2024  
AND DIRECTION OF TASKS IN 2025**

**To: General Meeting of Shareholders 2025**

**Cam Ranh International Airport Services Joint Stock Company**

The Board of Directors (BOD) of Cam Ranh International Airport Services Joint Stock Company (CIAS) respectfully reports to the General Meeting of Shareholders (GMS) on the activities of the Board of Directors in 2024 and the direction of tasks in 2025 as follows:

**1. Members and structure of the Board of Directors**

The 2024 Annual General Meeting of Shareholders approved the dismissal of 02 members of the Board of Directors and elected 01 additional member; The number of members of the CIAS Board of Directors is 03 members. The list of BOD members and shareholding ratio as of December 31 ,2024 is as follows:

No.	Board of Directors' members	Position	End of Term Ownership (shares)	Percentage (%)
1	Mr. Tran Quoc Hung	Chairman of the Board of Directors	0	0
2	Mr. Ly Lam Duy	Board of Directors' members	59,812	0.32
4	Mr. Khong Minh Dung	Board of Directors' members	105,151	0.56

**2. Activities of the Board of Directors in 2024**

To implement the tasks assigned at the 2024 General Meeting of Shareholders, the Board of Directors has carried out activities in accordance with the Company's Charter, the Enterprise Law and current laws.

**2.1 Meetings and Decisions of the Board of Directors**

In 2024, the CIAS Board of Directors held 06 direct meetings, direct combined with online meetings, and 15 written consultations with Board members to review and approve matters within the Board's authority.

The CIAS Board of Directors has passed 33 Resolutions and Decisions through meetings and written consultations with Board members.

Information on meeting dates, list of attendees, content and Resolutions/Decisions of the meetings has been published in detail in the "Corporate Governance Report 2024" posted on the website: [www.cias.vn](http://www.cias.vn)



No.	Board of Directors' members	Position	Number of meetings attended by Board of Directors	Meeting Attendance Percentage	Reasons for absence
1	Mr. Truong Minh Hoang	Chairman of the Board of Directors	08/21	38%	Dismissed from 2024-04-26
2	Mr. Tran Quoc Hung	Chairman of the Board of Directors	13/21	62%	Elected from 2024-04-26
3	Mr. Dong Luong Son	Board of Directors' members	07/21	33%	Dismissed from 2024-04-26
4	Mr. Ly Lam Duy	Board of Directors' members	21/21	100%	
5	Mr. Khong Minh Dung	Board of Directors' members	21/21	100%	

## 2.2 Remuneration, operating expenses and other benefits of the Board of Directors

In 2024, the Company paid remuneration and other benefits to the members of the Board of Directors as follows:

Unit: VND

No.	Board of Directors' members	Position	Amount
1	Mr. Truong Minh Hoang	Chairman of the Board of Directors	150,000,000
2	Mr. Tran Quoc Hung	Chairman of the Board of Directors	75,000,000
3	Mr. Dong Luong Son	Board of Directors' members	100,000,000
4	Mr. Ly Lam Duy	Board of Directors' members	150,000,000
5	Mr. Khong Minh Dung	Board of Directors' members	150,000,000
<b>Total:</b>			<b>625,000,000</b>

## 2.3 Activities of Independent Board Members and Evaluation of Independent Board Members on the Activities of the Board of Directors

In 2024, the Company's Board of Directors had 01 independent member (Mr. Khong Minh Dung) as prescribed by law and the Company's Charter. The independent member of the Board of Directors has properly performed his/her duties and responsibilities: Fully participating in Board meetings and



contributing independent opinions and votes on matters within the Board's decision-making authority; Participating in supervising and directing the activities of the Executive Board according to the assigned tasks of the Board of Directors; Exchanging and sharing experiences with the Executive Board on corporate governance, risk management and accounting and finance.

Some assessments of the independent member of the Board of Directors on the activities of the Board of Directors in 2024 are as follows:

- The activities of the Board of Directors have been carried out according to the Board of Directors' activity plan in 2024, complying with the Company's Charter, internal regulations on corporate governance, and regulations on the operation of the Board of Directors.
- The Company's Board of Directors has properly fulfilled its role with a high sense of responsibility, offering many correct and timely solutions in management, fully complying with regulations for public companies.
- Board meetings were convened and conducted according to prescribed procedures, meeting materials were prepared and sent in full. The Board of Directors has held meetings and consulted with Board members in writing to approve matters within its authority. The meeting contents were carefully discussed and evaluated by the Board members to make the most appropriate and best decisions for the Company.
- The Board of Directors and Board of Management of the Company maintain regular communication, striving to identify and implement appropriate and effective management solutions amidst the challenging economic climate of 2024, while simultaneously overseeing and monitoring the Board of Management's operational activities.

### **3. Board of Directors' assessment of the Company's activities**

In 2024, CIAS continued to implement solutions to innovate, improve its operational apparatus, enhance management capacity, and elevate service quality. Concurrently, the Company also deployed numerous activities to expand the market and develop its business. An evaluation of the company's activities in the past year is as follows:

#### **3.1. Regarding production and business activities:**

Overall, the aviation industry in 2024 faced numerous challenges due to a decline in domestic flight volume and unpredictable market fluctuations. International and domestic passenger transport volume experienced contrasting growth patterns.

According to data from the 2024 year-end summary conference of Vietnam Airports Corporation, total passenger volume reached 109 million passengers, equivalent to 96% of the 2024 plan and 97% compared to 2023. Of this, international passengers accounted for 41 million, reaching 98% of the 2024 plan and a 26% increase compared to 2023; Domestic passengers were 68 million, reaching 95% of the 2024 plan, a 15% decrease compared to 2023.

At airports where CIAS operates, in 2024, flight and passenger volume at Cam Ranh International Terminal increased by nearly 80%, while volume and flights at domestic terminals decreased significantly, with some airports experiencing a 30% reduction compared to 2023.

#### **3.2. The Company's business results in 2024:**



No.	Indicator	FY 2024	Target 2024	FY 2024 / Target 2024
1	Total Revenue	132,324	126,565	104.55%
	<i>Including: Total Parent Company Revenue</i>	<i>129,243</i>	<i>123,909</i>	<i>104.30%</i>
2	Total Profit before tax	5,956	5,349	111.35%
	<i>Including: Total Parent Company Profit before tax</i>	<i>6,181</i>	<i>4,115</i>	<i>150.21%</i>
3	Profit after tax	4,524	4,309	104.99%
	<i>Including: Total Parent Company Profit after tax</i>	<i>4,404</i>	<i>3,292</i>	<i>133.77%</i>

#### Separate business results for 2024:

Unit: Million VND

No.	INDICATOR	FY 2023	Target 2024	FY 2024	FY2024/ FY2023	FY 2024/ Target 2024
I	Total Revenue	102,889	123,909	129,243	125.61%	104.30%
II	Total Expenses	98,599	119,795	123,062	124.81%	102.73%
III	Profit before tax	4,289	4,115	6,181	144.10%	150.22%
	Profit before tax excluding Financial Leverage	2,642	4,115	3,698	139.96%	89.87%
IV	Profit after tax	3,420	3,292	4,404	128.78%	133.78%

- Total revenue in 2024 reached over 129.2 billion VND, a 25.61% increase compared to 2023 and nearly a 4.3% increase compared to the plan.

- CIAS's Profit after tax in 2024 increased by 28.78% compared to 2023 and 33.78% compared to the plan.

#### Consolidated business results for 2024:

Unit: Million VND

No.	INDICATOR	FY 2023	Target 2024	FY 2024	FY2024/ FY2023	FY2024/ Target 2024
I	Total Revenue	105,585	126,565	132,324	125.32%	104.55%
II	Total Expenses	99,981	121,216	124,023	124.05%	102.32%
III	Profit before tax	6,055	5,349	5,956	98.35%	111.33%
	Profit before tax excluding Financial Leverage	3,810	5,349	3,068	80.51%	57.35%
IV	Profit after tax	5,487	4,309	4,524	82.45%	104.98%



Consolidated revenue in 2024 increased by 25.32% compared to 2023 due to CIAS expanding its business operations at premises across 09 airports.

### **3.3. Regarding investment and project implementation activities:**

- In 2024, CIAS carried out investment activities at several airports, notably at Tan Son Nhat International Airport. There, CIAS completed construction and commenced operation of a restaurant at the International Terminal, recording positive revenue and profit. Additionally, the Company successfully bid for 04 premises at Terminal 3, Tan Son Nhat International Airport. CIAS is expected to launch these stores in April 2025.
- Furthermore, CIAS implemented investment activities at Cam Ranh International Airport with 02 stores following a franchise business model; Deployed investment and business operations at 02 new premises at Lien Khuong International Airport; Renovated the kiosk at Chu Lai and Phu Cat Airports, etc.

### **3.4. Regarding management activities:**

In 2024, CIAS fully complied with management regulations for listed companies, such as:

- Organize the Annual General Meeting of Shareholders in accordance with regulations, ensuring compliance with the Company's Charter and internal regulations.
- Organizing meetings, obtaining the Board of Directors' approval for matters within their authority as prescribed, and complying with the law.
- Timely disclosure of information including financial reports, management reports, etc. Information disclosure has been fully, accurately, and promptly provided to state management agencies and shareholders.
- The Board of Directors members meet the standards prescribed by law.

### **4. Report on transactions between the Company and its affiliated persons**

Report on transactions between the company, Company's subsidiaries, companies in which the public company holds a controlling interest of 50% or more of the charter capital, with members of the Board of Directors and their affiliated persons; transactions between the company and companies in which members of the Board of Directors are founders or business managers within the last 03 years before the transaction date have been disclosed in detail in the "Corporate Governance Report 2024" posted on the website: [www.cias.vn](http://www.cias.vn)

### **5. The Board of Directors' assessment of the Board of Management's activities**

Faced with a challenging market situation, the Board of Directors assesses that the Board of Management has proactively planned and implemented infrastructure improvements, controlled expenses, and sought opportunities to expand operations in the past year. Based on the Board of Directors' guidance, the Board of Management has managed production and business activities in 2024, achieving some results, specifically as follows:

- Implement the Resolutions/Decisions of the Board of Directors, ensuring compliance with legal regulations, CIAS Charter, and other internal management documents.
- Efforts in establishing facilities and personnel to operate new business locations in 2024 at Tan Son Nhat International Airport, Lien Khuong International Airport.



- Actively sought and secured a business location at Terminal 3, Tan Son Nhat International Airport.
- Renewed and made flexible purchasing processes and procedures, saving material costs.
- Regularly report to the Board of Directors and the Board of Supervisors.

## **6. Development orientation for 2025**

- The unstable global economic, political, and military situation in 2025 will lead to difficulties for the Vietnamese economy in general and the aviation industry in particular.
- With high site costs from the business cooperation policy of the airports, increased competition in non-aeronautical goods and services businesses, continued decline in domestic passenger volume, and limited customer purchasing demand, 2025 will be a major challenge for non-aeronautical businesses like CIAS.

With the difficulties and challenges mentioned, the Board of Directors sets the following objectives and solutions for management and administration in 2025:

### **6.1 Regarding the target orientation for 2025:**

- Strive to overcome difficulties and challenges, proactively adapt, and act flexibly to achieve the business plan approved by the General Meeting of Shareholders.
- Continue to review and tighten cost management: management, production, and business suitable to the market situation.
- Continue to identify key markets in 2025 (and subsequent years) as international airports; CIAS will focus on opportunities to expand business activities at these airports.

### **6.2 Regarding the orientation of management and administration solutions:**

- Enhance management, supervision, and support at business locations, regularly review products and services to ensure suitability with customer needs and market tastes in each region.
- Improve brand recognition, product quality, and service quality to ensure competitiveness and attract customers.
- Enhance the roles and responsibilities of management levels, especially operational managers at business locations and branches, with clear assigned targets, rewards/penalties, focusing on creative solutions to increase sales and reduce operating costs.
- Review and comprehensively assess the future potential of ineffective business points and stores, thereby developing timely solutions to minimize negative impacts on overall business results.

### **6.3 2025 business plan**



• 2025 Separate business plan targets

Unit: Million VND

No.	INDICATOR	FY 2024	Target 2025	Target 2025/ FY 2024
1	Total Revenue	129,243	154,445	119.50%
2	Total Expenses	123,062	145,874	118.54%
3	Profit before tax	6,181	8,571	138.66%
4	Profit after tax	4,404	6,639	150.76%

• 2025 Consolidated business plan targets

Unit: Million VND

No.	INDICATOR	FY 2024	Target 2025	Target 2025/ FY 2024
1	Total Revenue	132,324	158,792	120.00%
2	Total Expenses	124,023	146,780	118.35%
3	Profit before tax	5,956	12,012	201.67%
4	Profit after tax	4,524	9,554	211.20%

This is the 2024 Activity Report and 2025 Development Orientation of the Board of Directors of Cam Ranh International Airport Services Joint Stock Company. On behalf of the Board of Directors, I sincerely thank our shareholders, customers, partners, and all employees for accompanying the Company in 2024 and hope to continue receiving your support and closer cooperation in 2025 and the following years.

Sincerely./.

**Recipients:**

- As addressed;
- Board of Directors, Member of the Board of Supervisors;
- Information Disclosure;
- Archive: Board of Directors' Secretary, Documents

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



Tran Quoc Hung





No. 01/2025/BC-BKS/CIAS

Khanh Hoa, April 02, 2025

**REPORT OF THE BOARD OF SUPERVISORS  
AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

**To: 2025 Annual General Meeting of Shareholders**

**Cam Ranh International Airport Services Joint- Stock Company**

*Pursuant to:*

- *The Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;*
- *The Charter of Cam Ranh International Airport Services Joint-Stock Company (CIAS Company);*
- *Resolution No. 04/2025/NQ-HĐQT/CIAS dated March 04, 2025 of the Board of Directors (BOD) of CIAS Company on the approval of the record date for the list of shareholders entitled to attend and the expected time and location for organizing the 2025 Annual General Meeting of Shareholders (AGM);*
- *Separate Financial Statements and Consolidated Financial Statements for 2024 of CIAS Company audited by AASC Auditing Firm Limited;*
- *Functions and duties of the Board of Supervisors to inspect and supervise the internal governance, production and business operations of the Company and to appraise the Financial Statements,*

CIAS Company's Board of Supervisors respectfully reports to the Company's General Meeting of Shareholders on the implementation of the Board of Supervisors' inspection and supervision work at the Company in 2024 as follows:

**I. ACTIVITIES OF THE BOARD OF SUPERVISORS**

**1. Members of the Board of Supervisors in 2024**

The Company's Supervisory Board consists of 03 members, with the following specific changes:



- |                             |  |
|-----------------------------|--|
| - Mrs. Dang Thi Phuong Nga  | - Head of the Board of Supervisors                               |
| - Mrs. Nguyen Thi Bich Ngoc | - Member of the Board of Supervisors Dismissed on April 26, 2024 |
| - Mrs. Do Huu Anh Lien      | - Member of the Board of Supervisors Appointed on April 26, 2024 |
| - Mr. Luu Viet Bac          | - Member of the Board of Supervisors                             |

The current members of the Supervisory Board are:

- |                            |                                      |
|----------------------------|--------------------------------------|
| - Mrs. Dang Thi Phuong Nga | - Head of the Board of Supervisors   |
| - Mrs. Do Huu Anh Lien     | - Member of the Board of Supervisors |
| - Mr. Luu Viet Bac         | - Member of the Board of Supervisors |

## 2. Self-assessment report on the performance of the Board of Supervisors and Supervisors in 2024

In 2024, the Board of Supervisors held 02 meetings and sent members to attend the Company's Board of Directors meetings.

On behalf of the shareholders, the Board of Supervisors inspected and supervised the compliance with legal regulations and the Company's internal regulations in all management and operational activities, contributing to risk management and improving the Company's governance quality, specifically as follows:

- Supervised the implementation and results of the General Meeting of Shareholders' resolutions for the Board of Directors and the Board of Management of the Company.
- Reviewed the legality, order, and procedures for issuing the Resolutions and Decisions of the Board of Directors and the Board of Management in 2024, based on legal regulations and the Company's internal regulations.
- In its independent role, the Board of Supervisors made recommendations to the Board of Directors and the Board of Management of the Company on issues related to the Company's operations during the year.
- Examined the quarterly and annual Financial Statements to assess the accuracy and reasonableness of the Company's financial situation, in accordance with Vietnamese accounting standards, enterprise accounting regimes, and current financial policies.
- Supervised the compliance with information disclosure regulations of the Company according to legal regulations.





- Supervised other activities as prescribed by law and the Company's Charter.
- 3. Remuneration, salaries, and other benefits of the Board of Supervisors members in 2024**

Based on Resolution No. 01/2024/NQ-ĐHĐCĐ/CIAS dated April 26, 2024, of the 2024 Annual General Meeting of Shareholders, the payment of remuneration and other benefits to the members of the Board of Supervisors was carried out in 2024 as follows:

Unit: VND

No.	Name	Position	Amount
1	Mrs. Dang Thi Phuong Nga	Head of the Board of Supervisors	150,000,000
2	Mrs. Nguyen Thi Bich Ngoc	Member of the Board of Supervisors	70,000,000
3	Mrs. Do Huu Anh Lien	Member of the Board of Supervisors	35,000,000
4	Mr. Luu Viet Bac	Member of the Board of Supervisors	105,000,000
<b>TOTAL:</b>			<b>360,000,000</b>

## II. RESULTS OF INSPECTION, SUPERVISION, AND APPRAISAL OF THE 2024 FINANCIAL STATEMENTS

### 1. General assessment of the 2024 business operations

The Board of Supervisors supervised the organization of the Company's production and business activities based on the 2024 production and business plan approved by the 2024 Annual General Meeting of Shareholders, with the following specific results:

Unit: VND

No.	Item	Actual 2024	Plan 2024	Actual/Plan
1	Total revenue	132,324	126,565	104.55%
	<i>Of which: Parent company total revenue</i>	<i>129,243</i>	<i>123,909</i>	<i>104.30%</i>
2	Total profit before tax	5,956	5,349	111.35%
	<i>Of which: Parent company total profit before tax</i>	<i>6,181</i>	<i>4,115</i>	<i>150.21%</i>



No.	Item	Actual 2024	Plan 2024	Actual/Plan
3	Total profit after tax	4,524	4,309	104.99%
	<i>Of which: Parent company total profit after tax</i>	4,404	3,292	133.78%

*(Details according to the Company's 2024 Separate Financial Statements, audited and published on the website: cias.vn)*

## 2. Appraisal results of the 2024 reports and accounting work

After appraising the 2024 Financial Statements and the Company's accounting work, the Board of Supervisors provides the following assessment:

- The 2024 Separate Financial Statements (Parent Company) and Consolidated Financial Statements of the Company were audited by AASC Auditing Firm Limited. The Board of Supervisors held periodic discussions and exchanges with the auditing firm regarding the audit scope, audit results, and other matters related to the audit. The Company's Financial Statements were prepared fully, on time, and fairly presented, in all material respects, the financial position of the Company as of December 31, 2024, as well as the results of its operations and its cash flows for the financial year then ended, in accordance with current Vietnamese Accounting Standards, Accounting Regime, and relevant legal regulations related to the preparation and presentation of Financial Statements.
- The recording, opening of accounting books, and clear and transparent classification of economic content comply with the Accounting Standards and Enterprise Accounting Regime issued by the Ministry of Finance.
- The Company has reported and disclosed periodic information of a listed organization on the Hanoi Stock Exchange in accordance with the regulations on information disclosure in the securities market.

### \* Parent Company Financial Statements:

Unit: Million VND

No.	Item	Figure
1	Total assets	341,591
2	Owner's equity	323,569
3	Total revenue	129,243
4	Total profit before tax	6,181
5	Total profit after tax	4,404

*(Details according to the Company's 2024 Separate Financial Statements, audited and published on the website: cias.vn)*



• **Consolidated Financial Statements**

Unit: Million VND

No.	Item	Figure
1	Total assets	348,526
2	Owner's equity	329,535
3	Total revenue	132,324
4	Total profit before tax	5,956
5	Total profit after tax	4,524

*(Details according to the Company's 2024 Consolidated Financial Statements, audited and published on the website: [cias.vn](http://cias.vn))*

**3. Results of supervising the implementation of the management and operation of the Board of Directors and the Board of Management**

The Board of Directors and the Board of Management have fully complied with the legal regulations in managing and operating the Company. The members of the Board of Directors and the Board of Management have performed their assigned functions and duties in accordance with the Company's Charter and the resolutions of the General Meeting of Shareholders. In 2024, the Board of Supervisors did not receive any complaints from shareholders and employees regarding the activities of the Board of Directors and the Board of Management. The Board of Supervisors assesses the activities of the Board of Directors and the Board of Management in 2024 as follows:

**3.1. Activities of the Board of Directors**

- The Board of Directors has fully complied with the legal regulations in managing and operating the Company. The members of the Board of Directors have performed their assigned functions and duties in accordance with the Company's Charter and the resolutions approved by the Annual General Meeting of Shareholders in 2024.
- The Board of Directors has fully implemented the contents of the 2024 Annual General Meeting of Shareholders' resolutions.
- In 2024, the Board of Directors held 06 in-person and hybrid meetings, conducted 15 written consultations with the Board members, and approved 33 Resolutions and Decisions to address issues within the Board's authority and implement the resolutions approved by the General Meeting of Shareholders. These resolutions were aimed at directing, supporting, and supervising the Company's production and business activities. The Board's resolutions were issued in accordance with the legal functions and powers defined by law and the Company's Charter. They were timely, reasonable, and addressed difficulties in the Company's business operations, protected shareholder interests, and ensured proper implementation of policies for employees.



- The Board of Directors has effectively fulfilled its role in directing, supervising, and supporting the Board of Management in the operation of production and business activities.

### **3.2. Activities of the Company's Board of Management**

- The Board of Management, consisting of 02 members, has implemented the Resolutions and Decisions of the Board of Directors, managed business operations according to the direction of the General Meeting of Shareholders, and proactively and flexibly managed business operations to ensure compliance with legal regulations, the Company's Charter, and other internal management documents.
- The Board of Management closely monitored the Company's production and business situation, thereby providing timely guidance to the Company's units to make necessary adjustments in line with the actual situation at each time and to propose solutions to address difficulties and obstacles in the Company's production and business operations.

### **4. Assessment of coordination between the Board of Supervisors, the Board of Directors, the Board of Management, and Shareholders**

The coordination between the Board of Supervisors, the Board of Directors, and the Board of Management is assessed as effective, ensuring independence and regularity, specifically:

- The Company's Board of Directors and Board of Management have created favorable conditions for the Board of Supervisors to perform its supervisory duties. The Company's professional departments and units provide complete information and documents and assign staff to work with the Board of Supervisors when requested.
- The Board of Supervisors regularly exchanges views with the members of the Board of Directors and the Board of Management on matters related to governance and operations.
- The Board of Supervisors has informed the Board of Directors and the Board of Management about the assignment of duties to the Board of Supervisors members and the supervision plan to coordinate work effectively.
- The Board of Supervisors reviews internal audit reports and makes necessary recommendations to improve governance and operations.
- There is close and harmonious coordination between the Board of Supervisors, the Board of Directors, and the Board of Management in performing their assigned functions and duties. The opinions of the Board of Supervisors are noted by the Board of Directors and the Board of Management in the actual implementation process.
- In 2024, the Board of Supervisors did not receive any recommendations or requests for inspection from shareholders.

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## **5. Report on the assessment of transactions between the Company and insiders and related persons of the Company.**

- In 2024, all transactions of CIAS Company with insiders and related persons were approved and carried out within the authority prescribed by the Law on Enterprises, the Company's Charter, and information disclosure regulations.
- The transactions did not affect the legitimate rights and interests of the Company and its shareholders.

## **III. RECOMMENDATIONS OF THE BOARD OF SUPERVISORS**

To effectively carry out supervisory work and ensure compliance with the Law on Enterprises, the Company's Charter, and internal Regulations and Rules, the Board of Supervisors recommends:

- The Board of Directors and the Board of Management of the Company continue to improve governance and management, create conditions to promote the capacity of the staff, and ensure maximum legitimate benefits for shareholders and the Company;
- Focus on improving service quality, being flexible in replacing and adjusting business items and business methods to suit customer needs and the development trends of business sectors.

## **IV. 2025 WORK PLAN OF THE BOARD OF SUPERVISORS**

To effectively carry out supervisory work and ensure compliance with the Law on Enterprises, the Company's Charter, and internal Regulations, the Board of Supervisors develops a work plan for 2025 as follows:

- Continue to organize the Board of Supervisors' apparatus to work professionally with a high sense of responsibility, effectively performing the functions and duties of the Board of Supervisors.
- Perform regular tasks:
  - + Supervise the implementation of the 2025 Annual General Meeting of Shareholders' resolutions, especially the 2025 production and business plan and investment plan after being approved by the Annual General Meeting of Shareholders, and the compliance with legal regulations, the Company's Charter, and internal regulations.
  - + Supervise the Board of Directors and the Board of Management in managing and operating the Company's activities.
  - + Inspect the legality, reasonableness, truthfulness, and prudence in the management and operation of business activities and the organization of accounting and statistical work, and the preparation of Financial Statements.
  - + Appraise quarterly, semi-annual, and annual financial statements. Analyze and evaluate the financial situation, management situation, and efficiency of capital use of the Company.

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+ Perform other tasks as prescribed by law, the Company's Charter, and internal regulations.

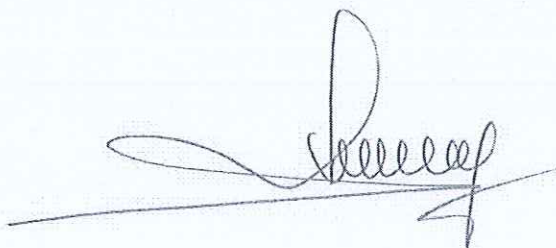
The above is the report on the activities in 2024 and the plan for 2025 of the Board of Supervisors, respectfully submitted to the General Meeting of Shareholders for consideration and approval.

Sincerely thank you./.

***Recipients:***

- As above;
- BOD;
- Archived: BOS,

**ON BEHALF OF THE BOARD OF SUPERVISORS  
HEAD OF THE BOARD OF SUPERVISORS**

A handwritten signature in black ink, appearing to read 'Dang Thi Phuong Nga', with a long horizontal line extending to the left.

**Dang Thi Phuong Nga**



No.: 01/2025/TTr-HĐQT/CIAS

Khanh Hoa, April 02, 2025

**PROPOSAL**

**Re: Approval of the 2024 audited Separate Financial Statements  
and Consolidated Financial Statements**

**To: 2025 Annual General Meeting of Shareholders**

**Cam Ranh International Airport Services Joint- Stock Company**

*Pursuant to:*

- The Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- The Charter of Cam Ranh International Airport Services Joint-Stock Company (CIAS);
- Audit results of the 2024 Separate Financial Statements and Consolidated Financial Statements of CIAS Company audited by AASC Auditing Firm Limited;

Some key performance indicators of production and business results in the 2024 Separate Financial Statements and Consolidated Financial Statements are as follows:

(Unit: VND)

No.	INDICATORS	Separate Financial Statements	Consolidated Financial Statements
1	Total revenue	129,243,121,469	132,324,352,661
2	Total expenses	123,061,853,481	124,022,611,363
3	Profit before tax	6,181,267,988	5,956,336,986
4	Profit after tax	4,403,818,658	4,523,878,505
5	Average charter capital	197,099,040,000	197,099,040,000

(Details of the 2024 Audited Separate Financial Statements and Consolidated Financial Statements are available on the website: [www.cias.vn](http://www.cias.vn))

The Board of Directors of Cam Ranh International Airport Services Joint-Stock Company respectfully requests the 2025 Annual General Meeting of Shareholders to consider and approve the 2024 Audited Separate Financial Statements and Consolidated Financial Statements of the Company.

Respectfully request the General Meeting of Shareholders to consider and approve.

Sincerely thank you./.

**Recipients:**

- As addressed;
- BOD, BOS;
- Information Disclosure;
- Archived: Secretary of the BOD, Documents.

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



**Trần Quốc Hưng**



No.: 02/2025/TTr-HĐQT/CIAS

Khanh Hoa, April 02, 2025

**PROPOSAL**

**Re: Approval of the 2024 profit distribution plan and the 2025 profit distribution plan**

**To: 2025 Annual General Meeting of Shareholders**

**Cam Ranh International Airport Services Joint-Stock Company**

*Pursuant to:*

- *The Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;*
- *The Charter of Cam Ranh International Airport Services Joint-Stock Company (CIAS);*
- *Audited Separate Financial Statements and Consolidated Financial Statements for 2024 of Cam Ranh International Airport Services Joint-Stock Company;*
- *The actual situation of CIAS Company,*

The Board of Directors (BOD) of Cam Ranh International Airport Services Joint-Stock Company respectfully requests the 2025 Annual General Meeting of Shareholders (AGM) to consider and approve the 2024 profit distribution plan and the 2025 profit distribution plan of Cam Ranh International Airport Services Joint Stock Company as follows:

**I. 2024 profit after tax distribution plan**

Unit: VND

No.	Indicators	2024	Notes
1	Undistributed accumulated profit after tax as of the end of the previous year (1)	15,483,802,831	
2	Profit after tax 2024 (2)	4,403,818,658	
3	Total profit for distribution (3)=(1)+(2)	19,887,621,489	
4	Profit distribution plan	440,381,866	
	Welfare and bonus fund (10% allocation)	440,381,866	= 10%*(2)
5	Remaining profit	19,447,239,623	

- The undistributed accumulated profit after tax as of 2024 of CIAS Company are: VND 19,887,621,489.
- In 2025, CIAS Company will continue to focus on expanding its key markets at major airports such as Tan Son Nhat International Airport, Long Thanh International



Airport, etc. Therefore, the Board of Directors proposes not to distribute dividends for 2024 in order to maintain resources for expanding investment activities.

- CIAS Company allocates VND 440,381,866 to the Welfare and bonus fund.

## II. 2025 profit after tax distribution plan

1. Estimated 2025 dividend payment: Based on the 2025 production and business performance results, the BOD will propose for the AGM's approval.
2. Other profit-based allocations: Based on the actual situation, the BOD will propose and submit for the AGM's approval.

Respectfully request the General Meeting of Shareholders to consider and approve.

Sincerely thank you./.

### *Recipients:*

- As addressed;
- BOD, BOS;
- Information Disclosure;
- Archived: Secretary of the BOD, Documents.

ON BEHALF OF THE BOARD OF DIRECTORS  
CHAIRMAN



Trần Quốc Hưng





No.: 03/2025/TTr-HĐQT/CIAS

Khanh Hoa, April 02, 2025

## PROPOSAL

**Re: Settlement of remuneration, approval of bonuses for the Board of Directors and the Supervisory Board for 2024, and the remuneration payment plan for the Board of Directors and the Supervisory Board for 2025**

**To: Annual General Meeting of Shareholders 2025**

**Cam Ranh International Airport Services Joint-Stock Company**

*Pursuant to:*

- *The Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;*
- *The Charter of Cam Ranh International Airport Services Joint-Stock Company (CIAS);*
- *Resolution No. 01/2024/NQ-ĐHĐCĐ/CIAS dated April 26, 2024, of the General Meeting of Shareholders of Cam Ranh International Airport Services Joint-Stock Company;*
- *The actual situation,*

The Board of Directors of Cam Ranh International Airport Services Joint-Stock Company respectfully requests the 2025 Annual General Meeting of Shareholders to consider and approve the plan for settling the 2024 Board of Directors (BOD) and Board of Supervisors (BOS) remuneration, and the 2025 remuneration payment plan for BOD and BOS as follows:

### **I. Settlement of 2024 BOD and BOS Remuneration**

Based on the 2024 business performance, the Board of Directors proposes the settlement of the BOD and the BOS remuneration as follows:

- The amount approved by the General Meeting of Shareholders in Resolution 01/2024/NQ-ĐHĐCĐ/CIAS dated April 26, 2024, is: **VND 748,000,000**.
- The amount proposed by the BOD for the 2024 settlement is: **VND 748,000,000**.  
(Amount in words: Seven hundred and forty-eight million Vietnamese Dong).

Unit: VND

No.	SUBJECT	REMUNERATION
1	BOD Remuneration	460,000,000
2	BOS Remuneration	288,000,000
	<b>Total</b>	<b>748,000,000</b>

### **II. Proposal for approval of bonuses for exceeding the production and business targets for 2024**



Based on the business results of CIAS Company in 2024 and Resolution No. 01/2025/NQ-HĐQT/CIAS dated January 21, 2025, of the Board of Directors regarding the approval of the bonus distribution plan for exceeding the production and business targets in 2024 for the company's staff, as well as the expected bonus for the members of the Board of Directors and the Supervisory Board, The Board of Directors proposes the General Meeting of Shareholders to consider and approve the bonus distribution for the Board of Directors and the Supervisory Board as follows:

- Bonus amount: **VND 360,000,000**

*(Amount in words: Three hundred and sixty million Vietnamese Dong).*

- Bonus payment timing: After approval by the General Meeting of Shareholders.

### III. 2025 BOD and BOS remuneration payment plan

The Company's Board of Directors proposes to apply the following remuneration levels for the Company's BOD and BOS in 2025:

Amount: **VND 708,000,000.**

*(Amount in words: Seven hundred and eight million Vietnamese Dong).*

Unit: VND

STT	SUBJECT	REMUNERATION
1	BOD Remuneration	420,000,000
2	BOS Remuneration	288,000,000
	<b>Total</b>	<b>708,000,000</b>

**Payment source:** Deducted from the 2025 planned business management expenses (After approval by the General Meeting of Shareholders).

Sincerely thank you./.

#### Recipients:

- As addressed;
- BOD, BOS;
- Information disclosure;
- Archived: Secretary of the BOD.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN



Tran Quoc Hung



No.: 04/2025/TTr-HĐQT/CIAS

Khanh Hoa, April 02, 2025

**PROPOSAL**

**Re: Approval the 2025 business plan targets**

**To: 2025 Annual General Meeting of Shareholders**  
**Cam Ranh International Airport Services Joint-Stock Company**

*Pursuant to:*

- *The Charter of Cam Ranh International Airport Services Joint-Stock Company (CIAS);*
- *Resolution No. 04/2025/NQ-HĐQT/CIAS dated 04/03/2025 of the Board of Directors on the approval of the record date for shareholders' entitlement to attend and the expected time and location for the 2025 Annual General Meeting of Shareholders;*
- *The actual situation,*

The Board of Directors (BOD) of Cam Ranh International Airport Services Joint Stock Company respectfully submits to the 2025 Annual General Meeting of Shareholders (AGM) for consideration and approval of the following matters:

**1. 2025 business plan targets**

As detailed in the attached Appendix to this Proposal.

**2. Board of Directors Authorization:**

- Responsible for organizing the implementation of the matters approved by the AGM and having full authority to decide on related issues.
- Having full authority to decide on adjustments and supplements to the business plan, ensuring alignment with the socio-economic situation and the Company's development goals.
- Having full authority to decide on capital mobilization (subjects, forms, methods, and value of capital mobilization) to serve the Company's business and investment according to the approved plan.
- The BOD is responsible for reporting the adjusted contents to the AGM in the nearest meeting.

Sincerely thank you./.

**Recipients:**

- As addressed;
- BOD, BOS;
- Information Disclosure
- Archived: Secretary of the BOD, Documents.

**ON BEHALF OF THE BOARD OF DIRECTORS**



**CHAIRMAN**

**Tran Quoc Hung**



## APPENDIX

(Attached to Proposal no.: 04/2025/TTr-HĐQT/CIAS dated 02/04/2025)

### 1. 2025 business plan targets of CIAS Parent Company

Table 1 – 2025 separate business plan targets

(Unit: 1.000 VND)

No.	Indicators	Actual 2024	Plan 2025	Plan 2025/ Actual 2024
1	Total revenue	129.243.121	154.444.732	119,50%
2	Total expenses	123.061.853	145.874.047	118,54%
3	Profit before tax	6.181.268	8.570.685	138,66%
4	Profit after tax	4.403.819	6.639.148	150,76%

### 2. 2025 consolidated business plan targets

Table 2 – 2025 consolidated business plan targets

(Unit: 1.000 VND)

No.	Indicators	Actual 2024	Plan 2025	Plan 2025/ Actual 2024
1	Total revenue	132.324.353	158.792.081	120,00%
2	Total expenses	124.022.611	146.780.169	118,35%
3	Profit before tax	5.956.337	12.011.911	201,67%
4	Profit after tax	4.523.879	9.554.363	211,20%





No.: 05/2025/TTr-HĐQT/CIAS

Khanh Hoa, April 02, 2025

## **PROPOSAL**

**Re: Supplementing business lines and amending Appendix I of the Charter  
Cam Ranh International Airport Services Joint-Stock Company**

**To: 2025 Annual General Meeting of Shareholders  
Cam Ranh International Airport Services Joint-Stock Company**

*Pursuant to:*

- Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Law No. 03/2022/QH15 dated January 11, 2022, and its implementing guidelines;
- Decision No. 27/2018/QĐ-TTg dated July 6, 2018, of the Prime Minister on the promulgation of the Vietnam Standard Industrial Classification;
- The Charter of Cam Ranh International Airport Services Joint-Stock Company (CIAS Company);
- The actual situation of the Company,

In order to ensure that the business lines are consistent with the actual situation and comply with legal regulations, the Board of Directors (BOD) of CIAS Company respectfully submits to the General Meeting of Shareholders (AGM) for consideration and approval of the content to supplement business lines, specifically as follows:

**1. Approval of the addition of the following business lines to the business lines of CIAS Company**

No.	Business Line	Industry Code
1	Road freight transport	4933
2	Retail sale of sporting equipment in specialized stores	4763
3	Renting of sports and recreational equipment	7721
4	Operation of sports facilities	9311

**2. Approval of amendments to Appendix I - Business lines of CIAS Company's Charter**

Amend Appendix I – The Business Sectors of CIAS Company in the Company's Charter according to the additional business activities outlined in Section 1.

Draft Appendix I - Business lines of CIAS Company after amendment: *Attached to the Proposal.*



### 3. Implementation

The 2025 Annual General Meeting of Shareholders is respectfully requested to approve the content of supplementing business lines and amending Appendix 01 of the Company's Charter as mentioned above, and authorize the Chairman of the Board of Directors to:

- Carry out the procedures to amend Appendix I attached to the Company's Charter; undertake the necessary procedures and sign the relevant documents for adding business activities as approved.
- Approve and sign the issuance of the amended Company's Charter according to the amendment contents approved by the 2025 Annual General Meeting of Shareholders.

Sincerely thank you./.

**Recipients:**

- As addressed;
- BOD, BOS;
- Information Disclosure;
- Archived: Secretary of BOD.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN



Tran Quoc Hung

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**APPENDIX I**  
**BUSINESS LINES OF CAM RANH INTERNATIONAL AIRPORT SERVICES JOINT-STOCK COMPANY**

*(Attached to Proposal No. 05/2025/TTr-HĐQT/CIAS dated 02/04/2025 of the Board of Directors)*

No.	Business Line	Industry Code
1	Maintenance and repair of automobiles and other motor vehicles	4520
2	Real estate business, land use rights owned, used, or leased by the owner/user Details: - Real estate business - Office and residential leasing services - Exclusion: Investment in the construction of cemetery and burial ground infrastructure for the transfer of land use rights associated with infrastructure under item A.17 of Appendix I issued together with Decree No. 31/2021/ND-CP dated March 26, 2021, of the Government detailing and guiding the implementation of a number of articles of the Law on Investment	6810
3	Retail sale of games and toys in specialized stores	4764
4	Retail sale of clothing, footwear, leather and imitation leather goods in specialized stores. Details: - Retail sale of clothing in specialized stores - Retail sale of footwear in specialized stores - Retail sale of bags, purses, wallets, leather and other imitation leather goods in specialized stores	4771
5	Other support service activities related to transportation	5229
6	Short-term accommodation services Details: Hotel business; Villas or apartments for short-term accommodation services; Guest houses, motels for short-term accommodation services	5510
7	Production of non-alcoholic beverages, mineral water (Not operated at the head office)	1104
8	Other credit granting activities Details: Foreign currency exchange agency	6492
9	Road passenger transportation within urban and suburban areas (excluding bus transportation) Details: Road transport agency, tourist passenger transport, fixed-route passenger transport by contract by taxi, bus	4931
10	Other road passenger transportation Details: Inter-provincial and intra-provincial passenger transportation by coach. Road passenger transportation	4932



No.	Business Line	Industry Code
11	Restaurants and mobile food service activities Details: - Restaurants, eateries, dining restaurants (excluding bar, karaoke, and dance club businesses) - In-flight meal service. Contract catering service.	5610
12	Beverage serving activities (Excluding bar business)	5630
13	Travel agency activities	7911
14	Tour operator activities	7912
15	Reservation services and related support services for tour promotion and organization	7990
16	Advertising (Types permitted by the State)	7310
17	Direct support service activities for air transportation Details: Airport ground handling services - Duty-free business serving departing, arriving, and transit passengers; - Provision of passenger services for domestic and international airlines; - Terminal and warehouse operation services; - Ground handling technical services: passenger services, baggage handling services, aviation ground handling technical services, documentation, weight and balance and loading instruction services for flights, cleaning services, aircraft supplies and materials provision services, lost baggage search and return services, and other services related to ground handling technical services; - Aircraft equipment repair and maintenance services; - Provision of airline catering services;	5223 (Chính)
18	Other food service activities	5629
19	Rental of motor vehicles Details: Car rental	7710
20	Collection of non-hazardous waste	3811
21	Manufacture of prepared meals and dishes (Not operated at the head office)	1075
22	Other business support service activities n.e.c. (not elsewhere classified) Details: Car, motorcycle, and bicycle parking services	8299
23	Urban bus passenger transportation	4921



No.	Business Line	Industry Code
24	Industrial and specialized building cleaning activities	8129
25	Interurban and inter-provincial bus passenger transportation	4922
26	Renting of other machinery, equipment, and tangible goods without operator Details: Rental of buildings with special technical equipment (concert halls, theaters, assembly halls, wedding halls, studios, cinemas); Construction machinery and equipment	7730
27	Other types of bus passenger transportation	4929
28	Direct support service activities for road transportation Details: Car, motorcycle, and bicycle parking services	5225
29	Activities of employment placement agencies and temporary employment agencies	7810
30	Temporary employment agency activities	7820
31	Human resources provisioning and management	7830
32	Organization of trade fairs and exhibitions	8230
33	Primary vocational training	8531
34	Other education n.e.c. (not elsewhere classified)	8559
35	Educational support services	8560
36	Retail sale of beverages in specialized stores	4723
37	Retail sale of tobacco products in specialized stores	4724
38	Road freight transport	4933
39	Retail sale of sporting equipment in specialized stores	4763
40	Renting of sports and recreational equipment	7721
41	Operation of sports facilities	9311



No.: 06/2025/TTr-HĐQT/CIAS

Khanh Hoa, April 02, 2025

## **PROPOSAL**

**Re: Change of title from Director to General Director (Board of Directors to Board of General Directors) and amendment of the Charter, Regulations, and Rules**

**To: 2025 Annual General Meeting of Shareholders**

**Cam Ranh International Airport Services Joint-Stock Company**

*Pursuant to:*

- Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Law No. 03/2022/QH15 dated January 11, 2022, and its implementing guidelines;
- The Charter of Cam Ranh International Airport Services Joint-Stock Company (CIAS Company);
- The actual situation of the Company,

With the expanding business scale of CIAS Company, in order to align with the actual situation and management tasks, the Board of Directors respectfully proposes that the 2025 Annual General Meeting of Shareholders approve the change of the position of Director to Chief Executive Officer (from the Board of Management to the Board of General Directors), as follows:

- 1. Change the title from Director to General Director (Board of Management to Board of General Directors) in the CIAS Company's Charter:**
  - Amend Article 11. Organizational, Management, and Supervisory Structure in the Charter as follows:

Content of Article 11 in the current charter	Content of Article 11 after amendment
The Company's organizational, management, and supervisory structure includes: 1. General Meeting of Shareholders; 2. Board of Directors, Board of Supervisors; 3. Director.	The Company's organizational, management, and supervisory structure includes: 1. General Meeting of Shareholders; 2. Board of Directors, Board of Supervisors; 3. General Director.

- Change the title from Director to General Director (Board of Management to Board of General Directors) in the Charter: *Detailed amendments are as per the Appendix attached to this Proposal.*



2. **Change the title from Director to General Director (Board of Management to Board of General Directors) in all Regulations and Rules of CIAS Company** (including but not limited to: Internal Regulations on Corporate Governance, Operating Regulations of the Board of Directors, Operating Regulations of the Supervisory Board, etc.)

3. **Implementation**

The 2025 Annual General Meeting of Shareholders is respectfully requested to approve the change of title from Director to General Director (Board of Management to Board of General Directors) in the organizational structure of CIAS Company, in the Company's Charter, and in all Regulations and Rules of CIAS Company.

The General Meeting of Shareholders authorizes the Chairman of the Board of Directors to approve and sign the issuance of the amended Charter, Regulations, and Rules under the authority of the General Meeting of Shareholders, according to the contents approved by the 2025 Annual General Meeting of Shareholders.

Sincerely thank you./.

**Recipients:**

- As addressed;
- BOD, BOS;
- Information Disclosure;
- Archived: Secretary of the BOD.

**ON BEHALF OF THE BOARD OF DIRECTORS**

**CHAIRMAN**



**Tran Quoc Hung**





**PROPOSED AMENDMENTS TO THE CHARTER OF CAM RANH INTERNATIONAL AIRPORT SERVICES JOINT-STOCK COMPANY**

*(Attached to Proposal no.: 06/2025/TTr-HĐQT/CIAS dated 02/4/2025 of the Board of Directors)*

No.	Content in the current Charter	Content in the amended Charter
1	Table of contents	Table of contents
	<b>VIII. THE DIRECTOR AND OTHER EXECUTIVES</b>	<b>VIII. THE GENERAL DIRECTOR AND OTHER EXECUTIVES</b>
	Article 34. Designation, dismissal, rights and obligations of the Director	Article 34. Designation, dismissal, rights and obligations of the General Director
	<b>X. DUTIES OF MEMBERS OF THE BOARD OF DIRECTORS, THE BOARD OF SUPERVISORS, THE DIRECTOR AND OTHER EXECUTIVES</b>	<b>X. DUTIES OF MEMBERS OF THE BOARD OF DIRECTORS, THE BOARD OF SUPERVISORS, THE GENERAL DIRECTOR AND OTHER EXECUTIVES</b>
2	Article 1. Definitions	Article 1. Definitions
	<p>[...]</p> <p>g) Executives include the Director, Deputy Director, Chief Accountant and other appointed Executives of the Board of Directors;</p> <p>h) Managers include the President of the Board of Directors, members of the Board of Directors, Director and individuals holding other management positions appointed by the General Meeting of Shareholders or the Board of Directors;</p> <p>[...]</p>	<p>[...]</p> <p>g) Executives include the General Director, Deputy General Director, Chief Accountant and other appointed Executives of the Board of Directors;</p> <p>h) Managers include the President of the Board of Directors, members of the Board of Directors, General Director and individuals holding other management positions appointed by the General Meeting of Shareholders or the Board of Directors;</p> <p>[...]</p>
3	Article 11. Organizational, Managerial and Supervisory Structure	Article 11. Organizational, Managerial and Supervisory Structure



	<p>The organizational, managerial and supervisory structure of the Company comprises:</p> <ol style="list-style-type: none"> <li>1. General Meeting of Shareholders;</li> <li>2. Board of Directors, Board of Supervisors;</li> <li>3. Director.</li> </ol>	<p>The organizational, managerial and supervisory structure of the Company comprises:</p> <ol style="list-style-type: none"> <li>1. General Meeting of Shareholders;</li> <li>2. Board of Directors, Board of Supervisors;</li> <li>3. General Director.</li> </ol>
4	<b>Article 15. Rights and Obligations of the General Meeting of Shareholders</b>	<b>Article 15. Rights and Obligations of the General Meeting of Shareholders</b>
	<p>2. The annual general meeting of shareholders discusses and approves the following issues:</p> <p>[...]</p> <p>d) The report of the Board of Supervisors on the company's business results and the performance of the Board of Directors, Director;</p>	<p>2. The annual general meeting of shareholders discusses and approves the following issues:</p> <p>[...]</p> <p>d) The report of the Board of Supervisors on the company's business results and the performance of the Board of Directors, General Director;</p>
5	<b>Article 27. Rights and obligations of the Board of Directors</b>	<b>Article 27. Rights and obligations of the Board of Directors</b>
	<p>[...]</p> <p>i) Elect, dismiss, discharge the Chairman of the Board of Directors; designate, discharge, conclude and terminate contracts with the Director and other key managers prescribed by the Company's Charter; decide salaries, remunerations, bonuses and other benefits of these managers; authorize representatives to participate in the Board of Members or General Meeting of Shareholders of other companies; decide their remunerations and other benefits for these representatives;</p> <p>j) Supervise the Director and other managers operating everyday business of the Company;</p>	<p>[...]</p> <p>i) Elect, dismiss, discharge the Chairman of the Board of Directors; designate, discharge, conclude and terminate contracts with the General Director and other key managers prescribed by the Company's Charter; decide salaries, remunerations, bonuses and other benefits of these managers; authorize representatives to participate in the Board of Members or General Meeting of Shareholders of other companies; decide their remunerations and other benefits for these representatives;</p> <p>j) Supervise the General Director and other managers operating everyday business of the Company;</p>



	<p>[...]</p> <p>q) Require the Director, Deputy Director, and other managers in the Company to provide information and documents regarding the financial situation and business operations of the Company and its divisions.</p>	<p>[...]</p> <p>q) Require the General Director, Deputy General Director, and other managers in the Company to provide information and documents regarding the financial situation and business operations of the Company and its divisions.</p>
6	<b>Article 29. Chairman of the Board of Directors</b>	<b>Article 29. Chairman of the Board of Directors</b>
	2. The Chairman of the Board of Directors must not concurrently hold the position of Director.	2. The Chairman of the Board of Directors must not concurrently hold the position of General Director.
7	<b>Article 30. Meetings of the Board of Directors</b>	<b>Article 30. Meetings of the Board of Directors</b>
	<p>[...]</p> <p>3. The Chairman of the Board of Directors shall convene a meeting of the Board of Directors in the following cases:</p> <p>b) The meeting is requested by the Director or at least five (05) more managers;</p>	<p>[...]</p> <p>3. The Chairman of the Board of Directors shall convene a meeting of the Board of Directors in the following cases:</p> <p>b) The meeting is requested by the General Director or at least five (05) more managers;</p>
8	<b>VIII. THE DIRECTOR AND OTHER EXECUTIVES</b> <b>Article 32. Organization of the management apparatus</b>	<b>VIII. THE GENERAL DIRECTOR AND OTHER EXECUTIVES</b> <b>Article 32. Organization of the management apparatus</b>
	The Company's management apparatus shall be responsible to the Board of Directors, supervised and controlled by the Board of Directors in the Company's everyday business operation. The Company has a Director, Deputy Directors, Chief Accountant and other management positions appointed by the Board of Directors. The designation and dismissal of these persons are subject to ratification by resolutions or decisions of the Board of Directors.	The Company's management apparatus shall be responsible to the Board of Directors, supervised and controlled by the Board of Directors in the Company's everyday business operation. The Company has a General Director, Deputy General Directors, Chief Accountant and other management positions appointed by the Board of Directors. The designation and dismissal of these persons are subject to ratification by resolutions or decisions of the Board of Directors.



9	<b>Article 33. The Company's executives</b>	<b>Article 33. The Company's executives</b>
	<p>1. When requested by the Director and approved by the Board of Directors, the Company may recruit other executives with the quantity and qualifications conformable the organizational structure and management regulations of the Company prescribed by the Board of Directors. Executives shall assist the Company in achieving its organizational and business objectives.</p> <p>2. The Director shall receive salaries and bonuses, which are decided by the Board of Directors.</p>	<p>1. When requested by the General Director and approved by the Board of Directors, the Company may recruit other executives with the quantity and qualifications conformable the organizational structure and management regulations of the Company prescribed by the Board of Directors. Executives shall assist the Company in achieving its organizational and business objectives.</p> <p>2. The General Director shall receive salaries and bonuses, which are decided by the Board of Directors.</p>
10	<b>Article 34. Designation, dismissal, rights and obligations of the Director</b>	<b>Article 34. Designation, dismissal, rights and obligations of the General Director</b>
	<p>1. The Board of Directors shall designate one (01) member of the Board of Directors or hires a person as the Director.</p> <p>2. The Director shall administer the Company' everyday business operation; be supervised by the Board of Directors; is responsible to the Board of Directors and the law for the performance of his/her rights and obligations.</p> <p>3. The term of office of the Director shall not exceed 05 years without term limit. The Director shall satisfy the requirements prescribed by law and the Company's Charter.</p> <p>4. The Director has the following rights and obligations:</p> <p>[....]</p> <p>e) Decide on salaries and other benefits for employees of the Company, including managers under the appointment authority of the Director or General Director;</p>	<p>1. The Board of Directors shall designate one (01) member of the Board of Directors or hires a person as the General Director.</p> <p>2. The General Director shall administer the Company' everyday business operation; be supervised by the Board of Directors; is responsible to the Board of Directors and the law for the performance of his/her rights and obligations.</p> <p>3. The term of office of the General Director shall not exceed 05 years without term limit. The General Director shall satisfy the requirements prescribed by law and the Company's Charter.</p> <p>4. The General Director has the following rights and obligations:</p> <p>[....]</p> <p>e) Decide on salaries and other benefits for employees of the Company, including managers under the appointment authority of the General Director;</p> <p>[...]</p>



	<p>[...]</p> <p>5. The Board of Directors may dismiss the Director if it is approved by the majority of members of the Board of Directors who have the right to vote and participate in the meeting, and designate a new Director.</p>	<p>5. The Board of Directors may dismiss the General Director if it is approved by the majority of members of the Board of Directors who have the right to vote and participate in the meeting, and designate a new General Director.</p>
11	<b>Article 37. The Head of the Board of Supervisors</b>	<b>Article 37. The Head of the Board of Supervisors</b>
	<p>2. Rights and obligations of the Head of the Board of Supervisors:</p> <p>a) Convene meetings of the Board of Supervisors;</p> <p>b) Request the Board of Directors, the Director and other executives to provide relevant information for reporting to the Board of Supervisors;</p>	<p>2. Rights and obligations of the Head of the Board of Supervisors:</p> <p>a) Convene meetings of the Board of Supervisors;</p> <p>b) Request the Board of Directors, the General Director and other executives to provide relevant information for reporting to the Board of Supervisors;</p>
12	<b>Article 38. Rights and obligations of the Board of Supervisors</b>	<b>Article 38. Rights and obligations of the Board of Supervisors</b>
	<p>[...]</p> <p>3. Supervise the Company's finance, lawfulness of operation of members of the Board of Directors, the Director and other managers.</p> <p>4. Cooperate with the Board of Directors, the Director and shareholders.</p> <p>5. Send a written notice to the Board of Directors within 48 hours after discovery of violations against the law or this Charter by a member of the Board of Directors, Director or another executive of the Company, and request the violator to stop committing the violations and take remedial measures.</p> <p>[...]</p> <p>9. Request the Board of Directors, its members, the Director and other</p>	<p>[...]</p> <p>3. Supervise the Company's finance, lawfulness of operation of members of the Board of Directors, the General Director and other managers.</p> <p>4. Cooperate with the Board of Directors, the General Director and shareholders.</p> <p>5. Send a written notice to the Board of Directors within 48 hours after discovery of violations against the law or this Charter by a member of the Board of Directors, General Director or another executive of the Company, and request the violator to stop committing the violations and take remedial measures.</p> <p>[...]</p> <p>9. Request the Board of Directors, its members, the General Director and other</p>



	managers to provide accurate, adequate and timely information and documents about the Company's management and operation.	managers to provide accurate, adequate and timely information and documents about the Company's management and operation.
13	<b>Article 39. Meetings of the Board of Supervisors</b>	<b>Article 39. Meetings of the Board of Supervisors</b>
	<p>[...]</p> <p>2. The Board of Supervisors is entitled to request members of the Board of Directors, the Director and representatives of the accredited audit organization to participate in its meetings and clarify raised issues.</p>	<p>[...]</p> <p>2. The Board of Supervisors is entitled to request members of the Board of Directors, the General Director and representatives of the accredited audit organization to participate in its meetings and clarify raised issues.</p>
14	<b>X. DUTIES OF MEMBERS OF THE BOARD OF DIRECTORS, THE BOARD OF SUPERVISORS, THE DIRECTOR AND OTHER EXECUTIVES</b>	<b>X. DUTIES OF MEMBERS OF THE BOARD OF DIRECTORS, THE BOARD OF SUPERVISORS, THE GENERAL DIRECTOR AND OTHER EXECUTIVES</b>
	Members of the Board of Directors, members of the Board of Supervisors, the Director, other executives shall fulfill their duties as members of subcommittees of the Board of Directors in a truthful and prudent manner to serve the interests of the Company.	Members of the Board of Directors, members of the Board of Supervisors, the General Director, other executives shall fulfill their duties as members of subcommittees of the Board of Directors in a truthful and prudent manner to serve the interests of the Company..
15	<b>Article 41. Responsibility to be honest and avoid conflicts of interest</b>	<b>Article 41. Responsibility to be honest and avoid conflicts of interest</b>
	<p>1. Members of the Board of Directors, members of the Board of Supervisors, Director and other managers shall disclose their relevant interests in accordance with the Law on Enterprises and relevant legislative documents.</p> <p>2. Members of the Board of Directors, members of the Board of Supervisors, the Director, other managers and their related persons</p>	<p>1. Members of the Board of Directors, members of the Board of Supervisors, General Director and other managers shall disclose their relevant interests in accordance with the Law on Enterprises and relevant legislative documents.</p> <p>2. Members of the Board of Directors, members of the Board of Supervisors, the General Director, other managers and their related persons may only use the information obtained from their positions to serve the interests of the</p>



may only use the information obtained from their positions to serve the interests of the Company.

3. Members of the Board of Directors, members of the Board of Supervisors, the Director and other managers shall send written notices to the Board of Directors and the Board of Supervisors of the transactions between the Company, subsidiary companies, companies over 50% of charter capital of which is held by the Company with them or with their related persons as prescribed by law. [...]

5. Members of the Board of Directors, members of the Board of Supervisors, the Director, other managers and their related persons must not use or reveal internal information for carrying out relevant transactions.

6. Transactions between the Company with one or some members of the Board of Directors, members of the Board of Supervisors, the Director, other executives and their related persons shall not be invalidated in the following cases:

a) For transactions whose value do not exceed 35% of the total assets written in the latest financial statement, important contents of the contracts or transactions as well as relationships and interests of members of the Board of Directors, members of the Board of Supervisors, the Director, other executives have been reported to the Board of Directors and are approved by the majority of the members of the Board of Directors without relevant interests;

b) For transactions whose separate value or cumulative value over 12 months from the day the first transaction is conducted exceed 35% of the total assets written in the latest financial statement, important contents of the contracts or transactions as well as relationships and interests of members of the Board of Directors, members of the Board

Company.

3. Members of the Board of Directors, members of the Board of Supervisors, the General Director and other managers shall send written notices to the Board of Directors and the Board of Supervisors of the transactions between the Company, subsidiary companies, companies over 50% of charter capital of which is held by the Company with them or with their related persons as prescribed by law. [...]

5. Members of the Board of Directors, members of the Board of Supervisors, the General Director, other managers and their related persons must not use or reveal internal information for carrying out relevant transactions.

6. Transactions between the Company with one or some members of the Board of Directors, members of the Board of Supervisors, the General Director, other executives and their related persons shall not be invalidated in the following cases:

a) For transactions whose value do not exceed 35% of the total assets written in the latest financial statement, important contents of the contracts or transactions as well as relationships and interests of members of the Board of Directors, members of the Board of Supervisors, the General Director, other executives have been reported to the Board of Directors and are approved by the majority of the members of the Board of Directors without relevant interests;

b) For transactions whose separate value or cumulative value over 12 months from the day the first transaction is conducted exceed 35% of the total assets written in the latest financial statement, important contents of the contracts or transactions as well as relationships and interests of members of the Board of Directors, members of the Board of Supervisors, the General Director, other executives have been disclosed to the shareholders and are approved by the GMS by votes of shareholders without relevant interests;



	of Supervisors, the Director, other executives have been disclosed to the shareholders and are approved by the GMS by votes of shareholders without relevant interests;	
16	<b>Article 42. Responsibility for loss and compensation</b>	<b>Article 42. Responsibility for loss and compensation</b>
	<p>1. Any members of the Board of Directors, members of the Board of Supervisors, the Director or other executives that fail to fulfill their duties in a truthful and prudent manner shall be held responsible for their violations.</p> <p>2. The Company shall pay compensation for the persons who have become or may become a related party in the complaints, lawsuits, charges (including administrative and civil cases other than lawsuits filed by the Company) if they were or are members of the Board of Directors, members of the Board of Supervisors, Director, other executives, employees or authorized representatives of the Company who performed or are performing their duties as authorized by the Company, act in a lawful, honest and prudent manner for the Company's interests, and there is no evidence that they fail to fulfill their duties.</p>	<p>1. Any members of the Board of Directors, members of the Board of Supervisors, the General Director or other executives that fail to fulfill their duties in a truthful and prudent manner shall be held responsible for their violations.</p> <p>2. The Company shall pay compensation for the persons who have become or may become a related party in the complaints, lawsuits, charges (including administrative and civil cases other than lawsuits filed by the Company) if they were or are members of the Board of Directors, members of the Board of Supervisors, General Director, other executives, employees or authorized representatives of the Company who performed or are performing their duties as authorized by the Company, act in a lawful, honest and prudent manner for the Company's interests, and there is no evidence that they fail to fulfill their duties.</p>
17	<b>Article 43. Right to investigate books and records</b>	<b>Article 43. Right to investigate books and records</b>
	<p>[...]</p> <p>3. Members of the Board of Directors, members of the Board of Supervisors, the Director and other executives are entitled to access the Company's shareholder register, list of shareholders, other documents and records for the purposes that are relevant to their positions, provided this information is kept confidential.</p>	<p>[...]</p> <p>3. Members of the Board of Directors, members of the Board of Supervisors, the General Director and other executives are entitled to access the Company's shareholder register, list of shareholders, other documents and records for the purposes that are relevant to their positions, provided this information is kept confidential.</p>
18	<b>Article 44. Employees and Trade Union</b>	<b>Article 44. Employees and Trade Union</b>



	<p>1. The Director shall prepare plans for the Board of Directors to approve on matters related to the recruitment, termination of employment, salaries, social insurance, benefits, rewards, and disciplinary actions for employees and business operators.</p> <p>2. The Director shall prepare plans for the Board of Directors to approve on matters related 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 regulations, and current legal regulations.</p>	<p>1. The General Director shall prepare plans for the Board of Directors to approve on matters related to the recruitment, termination of employment, salaries, social insurance, benefits, rewards, and disciplinary actions for employees and business operators.</p> <p>2. The General Director shall prepare plans for the Board of Directors to approve on matters related 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 regulations, and current legal regulations.</p>
19	<b>Article 52. Seal of the Company</b>	<b>Article 52. Seal of the Company</b>
	<p>[...]</p> <p>3. The Board of Directors and the Director shall use and manage the seals in accordance with applicable regulations of law.</p>	<p>[...]</p> <p>3. The Board of Directors and the General Director shall use and manage the seals in accordance with applicable regulations of law.</p>
20	<b>Article 56. Internal dispute resolution</b>	<b>Article 56. Internal dispute resolution</b>
	<p>1. [...]</p> <p>b) The shareholders and the Board of Directors, the Board of Supervisors, the Director or other executives;</p>	<p>1. [...]</p> <p>b) The shareholders and the Board of Directors, the Board of Supervisors, the General Director or other executives;</p>



No.: 07/2025/TTr-HĐQT/CIAS

Khanh Hoa, April 02, 2025

**PROPOSAL**

**Re: Approval of the plan to cancel treasury stock, reduce charter capital,  
and amend the Company's Charter**

**To: 2025 Annual General Meeting of Shareholders**

**Cam Ranh International Airport Services Joint-Stock Company**

*Pursuant to:*

- *Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;*
- *Law No. 03/2022/QH15 dated January 11, 2022, and its implementing guidelines;*
- *Law on Securities No. 54/2019/QH14 dated November 26, 2019, and its amendments/implementing guidelines;*
- *Circular No. 19/2003/TT-BTC dated March 20, 2003, of the Ministry of Finance guiding the adjustment of increases and decreases in charter capital and the management of treasury shares in joint stock companies;*
- *The Charter of Cam Ranh International Airport Services Joint-Stock Company (CIAS Company);*
- *The actual situation of the Company,*

**1. Approval of the plan to cancel treasury shares and reduce CIAS Company's charter capital**

No.	Information	Quantity/ Value	Unit
1	Number of treasury shares as of December 31, 2024:	1,048,661	Shares
2	Number of treasury shares submitted to the AGM for delisting approval:	1,048,661	Shares
3	Book value (purchase price) of treasury shares as of December 31, 2024:	15,609,978,140	VND
4	Company's charter capital as of December 31, 2024	197,099,040,000	VND
	Corresponding to	19,709,904	Shares
5	Company's charter capital reduced due to treasury share cancellation	10,486,610,000	VND



No.	Information	Quantity/ Value	Unit
	Corresponding to	1,048,661	Shares
6	Company's charter capital after treasury share cancellation	186,612,430,000	VND
	Corresponding to the number of outstanding shares	18,661,243	Shares
7	Debit to share premium due to treasury share delisting (7=3-5)	5,123,368,140	VND
8	Share premium balance as of December 31, 2024	117,631,479,073	VND
9	Share premium balance after treasury share delisting (9=8-7)	112,508,110,933	VND

## 2. Approval of amendments to CIAS Company's Charter

Amend Clause 1, Article 6. Charter Capital, Shares, Founding Shareholders of the Company's Charter as follows:

Content in the current charter	Content in the amended charter
<p>1. The Company's charter capital is VND 197,099,040,000 (<i>In words: One hundred ninety-seven billion, ninety-nine million, forty thousand Vietnamese Dong</i>).</p> <p>The Company's total charter capital is divided into 19,709,904 shares with a par value of VND 10,000 per share.</p>	<p>1. The Company's charter capital is VND 186,612,430,000 (<i>In words: One hundred eighty-six billion, six hundred twelve million, four hundred thirty thousand Vietnamese Dong</i>).</p> <p>The Company's total charter capital is divided into 18,661,243 shares with a par value of VND 10,000 per share.</p>

## 3. Implementation

The 2025 Annual General Meeting of Shareholders is respectfully requested to approve the plan to cancel treasury shares, reduce charter capital, and amend the Company's Charter as mentioned above, and authorize the Chairman of the Board of Directors to:

- In 2025, carry out the necessary procedures for notification, information disclosure, and signing the required documents to cancel treasury shares, reduce the charter capital corresponding to the number of treasury shares canceled, and amend the Charter according to the plan approved by the 2025 Annual General Meeting of Shareholders in compliance with legal regulations.
- Approve and sign the issuance of the amended Charter of CIAS Company according to the amendment contents approved by the Annual General Meeting of Shareholders.



The General Meeting of Shareholders is respectfully requested to consider and approve.

Sincerely thank you./.

**Recipients:**

- As addressed;
- BOD, BOS;
- Information Disclosure;
- Archived: Secretary of BOD.

ON BEHALF OF THE BOARD OF DIRECTORS



Tran Quoc Hung







Nov: 08/2025/TTr-BKS/CIAS

Khanh Hoa, April 02, 2025

## PROPOSAL

Re: Approval of the selection list of auditing firms to perform audits and reviews of the  
3-year Financial Statements (2026-2028)

**To: 2025 Annual General Meeting of Shareholders**

**Cam Ranh International Airport Services Joint- Stock Company**

*Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;*

*Pursuant to the Law on Securities No. 54/2019/QH14 dated November 26, 2019;*

*Pursuant to Decree No. 155/2020/ND-CP dated December 31, 2020, detailing the  
implementation of certain articles of the Law on Securities;*

*Pursuant to the Charter of Cam Ranh International Airport Services Joint-Stock  
Company;*

*Pursuant to the functions and duties of the Board of Supervisors;*

*Pursuant to Resolution No. 04/2025/NQ-HĐQT/CIAS dated 04/3/2025 of the Board  
of Directors on organizing the 2025 Annual General Meeting of Shareholders and  
the record date for shareholders entitled to attend,*

To ensure the Company's operations comply with current legal regulations, the Board of Supervisors respectfully requests the General Meeting of Shareholders to consider and approve the selection list of auditing firms to perform audits and reviews of the Company's 3-year Financial Statements (2026-2028), specifically as follows:

### 1. Selection criteria

- Be a reputable independent auditing firm approved by the State Securities Commission - Ministry of Finance to conduct audits for listed companies;
- Be an auditing firm with a team of auditors with high professional qualifications and extensive auditing experience;
- Meet the Company's requirements for audit scope, schedule, and quality;





- Have reasonable audit fees, appropriate to the audit's content, scope, and schedule.

## **2. Proposal of shortlist of audit firms for selection**

Based on the criteria mentioned above, the Board of Supervisors proposes a shortlist of reputable, capable, and experienced independent auditing firms, approved by the State Securities Commission to conduct audits for listed companies, specifically as follows:

- AASC Auditing Firm Limited Company;
- Nhan Tam Viet Auditing Company Limited;
- VACO Auditing Company Limited;
- An Viet Auditing Company Limited;
- UHY Auditing and Consulting Company Limited.

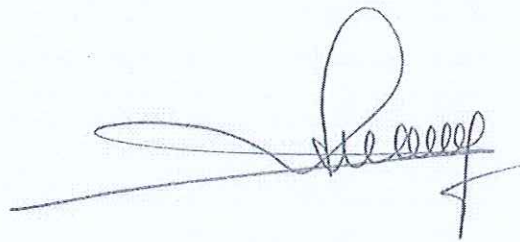
The Board of Supervisors respectfully requests the General Meeting of Shareholders to approve the list of auditing firms mentioned above and authorize the Board of Directors to organize the selection of the audit firm for the 3-year Financial Statements (2026-2028) for the Company, ensuring the above criteria, in accordance with the actual situation, and safeguarding the interests of shareholders.

Sincerely thank you./.

### ***Recipients:***

- As addressed;
- BOD, BOS;
- Information Disclosure;
- Archived: Secretary of the BOD.

**ON BEHALF OF THE BOARD OF SUPERVISORS  
HEAD OF THE BOARD OF SUPERVISORS**



**Dang Thi Phuong Nga**





No.: 09/2025/TTr-HĐQT/CIAS

Khanh Hoa, April 02, 2025

**PROPOSAL**

**Re: Approval to related parties transactions**

**To: 2025 Annual General Meeting of Shareholders  
Cam Ranh International Airport Services Joint-Stock Company**

*Pursuant to:*

- Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Law on Securities No. 54/2019/QH14 dated November 26, 2019;
- The Charter of Cam Ranh International Airport Services Joint-Stock Company (CIAS);
- The actual situation of CIAS,

To ensure compliance with legal regulations regarding the authority to approve transactions between CIAS Company and related parties, while also ensuring proactivity in these transactions based on their alignment with the Company's operational capacity and practical production and business needs and those of the related parties, the Company's Board of Directors respectfully submits to the General Meeting of Shareholders for consideration and approval of transactions between CIAS Company and related parties, specifically as follows:

1. Approve transactions between CIAS Company and its related parties where each related transaction value does not exceed 30% of the Company's total assets as recorded in the most recent consolidated financial statements.

*(Detailed list of transactions in Appendix attached to this Proposal).*

2. Implementation: Authorize the Company's Board of Directors to implement specific related party transactions according to the contents approved by the General Meeting of Shareholders, ensuring compliance with legal regulations, the Company's Charter, and reporting as required.

The 2025 Annual General Meeting of Shareholders is respectfully requested to consider and approve.

Sincerely thank you./.

**Recipients:**

- As addressed;
- BOD, BOS;
- Information Disclosure;
- Archived: Secretary of the BOD.

**ON BEHALF OF THE BOARD OF DIRECTORS**

**CHAIRMAN**



**Tran Quoc Hung**



## APPENDIX

### LIST OF TRANSACTIONS WITH RELATED PARTIES

*(Attached to Proposal No.09/2025/TTr-HĐQT/CIAS dated 02/04/2025)*

No.	Related parties	Transaction Content	Contract Content
1	ASG Aviation Services Company Limited (ASGA) - A shareholder owning over 51% of the total voting shares of CIAS Company.	<ul style="list-style-type: none"> <li>- Contract for the purchase and sale of goods/services/assets;</li> <li>- Loan contract;</li> <li>- Office space lease contract / leasing contract</li> <li>- Asset lease contract / leasing contract</li> <li>- Securities, shares, or capital contribution purchase and sale contract</li> <li>- Guarantee / mortgage contract</li> <li>- Investment cooperation contract.</li> </ul>	The Contract Content is agreed upon by both parties at the time of signing, while ensuring compliance with legal regulations and the internal regulations of the parties.
2	ASG Corporation - Related parties of ASGA Company	<ul style="list-style-type: none"> <li>- Contract for the purchase and sale of goods/services/assets;</li> <li>- Loan contract/ lending contract;</li> <li>- Office space lease contract / leasing contract</li> <li>- Asset lease contract / leasing contract</li> <li>- Securities, shares, or capital contribution purchase and sale contract</li> <li>- Guarantee / mortgage contract</li> <li>- Investment cooperation contract.</li> </ul>	The Contract Content is agreed upon by both parties at the time of signing, while ensuring compliance with legal regulations and the internal regulations of the parties.
3	Aviation Ground Services CO., LTD - Related parties of CIAS Company and ASGA Company	<ul style="list-style-type: none"> <li>- Contract for the purchase and sale of goods/services/assets;</li> <li>- Loan contract/ lending contract;</li> <li>- Office space lease contract / leasing contract;</li> <li>- Asset lease contract / leasing contract;</li> <li>- Securities, shares, or capital contribution purchase and sale contract;</li> <li>- Guarantee / mortgage contract;</li> <li>- Investment cooperation contract.</li> </ul>	The Contract Content is agreed upon by both parties at the time of signing, while ensuring compliance with legal regulations and the internal regulations of the parties.