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REPORT**Activities of Committees under the Board of Directors in 2024**

The Board of Directors (BOD) of Saigon Bank for Industry and Trade (SAIGONBANK) is pleased to report the Annual General Meeting of Shareholders (AGM) in 2025 about the activities of Committees under the BOD in 2024 as below:

I. Outcomes from activities of Human Resources Committee (HRC)

The HRC was established under Decision No.76/QĐ-HĐQT dated April 28, 2010 of the BOD in accordance with the provisions of the law and has been improved several times to suit SAIGONBANK's actual operation from time to time. In 2024, the HRC has performed its functions, tasks and achieved the following results:

- Advising the BOD on matters within the BOD's authority including developing human resource policy, selecting and appointing personnel to positions within the BOD's authority; defining regime on salary, remuneration, bonus for employees at SAIGONBANK; assisting the BOD in supervising the execution of regime, policy on human resources and other human resource management activities of SAIGONBANK.

- Advising the BOD on handling personnel issues arisen during the process of electing, appointing, dismissing, removing officials in accordance with statutes, regulations.

- Advising the BOD on applying Key Performance Indicators (KPI) to staff and officers in each belonging units to improve their accountability, efficiency and productivity.

- Overseeing SAIGONBANK's compliance with the provisions of the law on utilizing the human resources.

- Proposing to send managerial officers, staff to training programs, symposiums to have their knowledge stay abreast of prevailing legal requirements and to improve their professions.

- Through HRC's advisory work, the BOD has given timely attention and direction, thereby enhanced SAIGONBANK's qualified human resources, especially in developing an IT talent pool that possesses high level of qualification and professionalism to fulfill the personnel demand of banking industry within the current context of digital transformation.

- Regarding organizational structure, the HRC has advised, improved organizational model in the direction of streamlining, specializing and clearly defining functions, tasks, as well as improving the efficiency and productivity.

- Drawbacks: the HRC has not effectively advised the BOD on training, planning the long-term personnel for the Bank.

Activities of the HRC have effectively contributed to consolidate the personnel structure of SAIGONBANK, timely advised the BOD on building, planning the human resources development at SAIGONBANK.

II. Outcomes from activities of Risk Committee (RC)

The RC was established under Decision No.77/QD-HDQT dated April 28, 2010 of the BOD in accordance with the provisions of the law and has been improved several times to suit SAIGONBANK's actual operation from time to time. By strictly sticking to SAIGONBANK's business plan for 2024 and operations, the RC has performed its functions, tasks as follows:

- Strategically advising the BOD on issuing regulations and policies of risk management within the BOD's authority relating to risk management in accordance with the provisions of the law.

- Reviewing, assessing the congruence and effectiveness of SAIGONBANK's risk management procedures, policies to make recommendations, proposals to the BOD on requirements for changes to current procedures, policies and strategies of SAIGONBANK (if necessary).

- Analyzing, raising warnings about potential risks that could possibly impact the safe business of SAIGONBANK and suggesting measures for preventing these risks in short term as well as long term.

- Strategically advising the BOD on approving SAIGONBANK's investments, related transactions, governance policy and risk resolving plan within the scope of functions and tasks assigned by the BOD.

- Reviewing and deciding SAIGONBANK's significant risks portfolio, thereby developing active solutions in managing and mitigating risks. In particular, the management, recovery and handling bad debts, doubtful debts has been given top priority, which is appropriate with general policy of the Government and the SBV.

- Supervising the implementation of Circular No.41/2016/TT-NHNN dated December 30, 2016 (revised and supplemented) of the SBV prescribing adequacy ratios for the banks' operation and Circular No.13/2018/TT-NHNN dated May 18, 2018 of the SBV prescribing internal control systems of commercial banks.

- Advising and proposing to the BOD for resolutions to apply Basel III standard in the Bank's risk management per regulation.

- Regularly monitoring the execution of SAIGONBANK's risk management policies; timely producing risk warnings and respective recommendations for SAIGONBANK's regulations, policies, products and services.

- Advising the BOD on supervising the implementation of critical risk limits; Advising the BOD on controlling the balanced capital position and liquidity, interest rate risk management to ensure safety, effectiveness and the compliance with regulatory limits for the Bank's operation.

- Advising the BOD on the execution of risk management on liquidity, market, operation and credit risks in the entire system; building, creating a governance structure that shall be systematic, consistent, effective and appropriate to the Bank's operation scale.

- Limitations on the forecasting capacity with potential risks in policies, market scenarios... and not yet strategically advising the BOD on risk mitigation policy in the long run.

The RC has fulfilled the advisory work given to the BOD within the assigned function, obligation, positively contributed to the management of all operational aspects of SAIGONBANK in 2024.

The aforementioned narration is the business performance report in 2024 of the Committees under SAIGONBANK's BOD. We are pleased to submit to the GMS for due consideration.

Regards./.

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

Recipients:

- SAIGONBANK's shareholders;
- The Banking Inspection and Supervision Agency;
- Board of Directors;
- Board of Supervisors;
- Board of Management;
- HR and Administration Dept., BOD office (Filing).

VU QUANG LAM