**BBS: Annual Corporate Governance Report 2023**

On January 15, 2024, Vicem Packaging But Son Joint Stock Company announced Report No. 01/24/BC-BBS on the corporate governance in 2023 as follows:

* Name of Company: Vicem Packaging But Son Joint Stock Company
* Head office address: Km2 Van Cao Street, Loc An Commune, Nam Dinh City, Nam Dinh
* Tel: 0228.3845.183 Fax: 02283.840.395 Email: [bbs@butsonpackaging.vn](mailto:bbs@butsonpackaging.vn)
* Charter capital: VND 60,000,000,000
* Securities code: BBS
* Corporate governance model: The General Meeting of Shareholders, the Board of Directors, the Supervisory Board and the Manager
* Internal audit execution: Implemented

1. Activities of the General Meeting of Shareholders:

Information about the meetings and General Mandates/Decisions of the General Meeting of Shareholders (including General Mandates approved by collecting shareholders' opinions via a ballot):

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| --- | --- | --- | --- |
| No. | General Mandate/ Decision No. | Date | Content |
| 1 | 01-2023/NQ-DHCD | April 27, 2023 | Annual General Mandate 2023 |

1. The Board of Directors (Annual Report of 2023):
2. Information about members of the Board of Directors:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Member of the Board of Directors | Position (independent member, non-executive member of the Board of Directors) | Date of appointment/dismissal as member/independent member of the Board of Directors | |
| Date of appointment | Date of dismissal |
| 1 | Mr. Hoang Trung Chien | Chair of the Board of Directors | April 27, 2018  June 24, 2021 |  |
| 2 | Mr. Tran Ngoc Hung | Member of the Board of Directors | April 8, 2016 |  |
| 3 | Mr. Duong Tuan Linh | Member of the Board of Directors | June 19, 2020 |  |
| 4 | Mr. Nguyen Van Chang | Member of the Board of Directors | June 19, 2020  June 24, 2021 | April 27, 2023 |
| 5 | Mr. Duong Minh Tuan | Member of the Board of Directors | April 26, 2019 | April 27, 2023 |
| 6 | Mr. Pham Van Minh | Member of the Board of Directors | April 27, 2023 |  |
| 7 | Mr. Nguyen Manh Hai | Member of the Board of Directors | April 27, 2023 |  |

1. Board Resolutions/Decisions (Semi-Annual Report 2023)

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Board Resolution/ Decision No. | Date | Content |
| I | Board Resolution | | |
| 1 | 01/23/NQ-HDQT | January 12, 2023 | Board Resolution in Q1/2023 |
| 2 | 02/23/NQ-HDQT | February 20, 2023 | Board Resolution on the mortgage of fixed assets at BIDV Bank - Thanh Nam Branch |
| 3 | 03/23/NQ-HDQT | February 21, 2023 | Board Resolution on mobilizing working capital from organizations and individuals |
| 4 | 04/23/NQ-HDQT | March 15, 2023 | Board Resolution on changing the time to hold the Annual General Meeting of Shareholders 2023 |
| 5 | 05/23/NQ-HDQT | April 1, 2023 | Board Resolution on approving the contents of the Annual General Meeting of Shareholders 2023 |
| 6 | 06/23/NQ-HDQT | May 23, 2023 | Board Resolution in Q2/2023 |
| 7 | 07/23/NQ-HDQT | June 01, 2023 | Board Resolution on the mortgage of assets and short-term loans at BIDV Bank - Thanh Nam Branch |
| 8 | 08/23/NQ-HDQT | July 26, 2023 | Board Resolution in Q3/2023 |
| 9 | 09/23/NQ-HDQT | August 06, 2023 | Board Resolution on capital loan by a credit extension from Vietinbank |
| 10 | 10/23/NQ-HDQT | November 01, 2023 | Board Resolution in Q4/2023 |
| 11 | 11/23/NQ-HDQT | November 13, 2023 | Board Resolution on capital loan by a credit extension from Shinhan Bank |
| II | Decision | | |
| 1 | 01/23/QD-HDQT | January 12, 2023 | Approve the realized salary fund in 2022 |
| 2 | 02/23/QD-HDQT | January 12, 2023 | Approve the plan for 2023 |
| 3 | 03/23/QD-HDQT | January 12, 2023 | Promulgate norms for supplies and raw materials in 2023 |
| 4 | 04/23/QD-HDQT | January 12, 2023 | Assign the planned salary fund for 2023 |
| 5 | 05/23/QD-HDQT | March 1, 2023 | Approve the liquidation of fixed assets (E90B.1000 Lorex yarn making machine, manufactured in 2010) |

1. Supervisory Board/Audit Committee (Semi-annual Report):
2. Information about members of the Supervisory Board/the Audit Committee:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Member of the Supervisory Board/Audit Committee | Position | Date of appointment/dismissal as member of the Supervisory Board/Audit Committee | Qualification |
| 1 | Tran Duc Thien | Chief of the Supervisory Board | April 8, 2016  April 26, 2022 |  |
| 2 | Nguyen Thi Thanh Hang | Member of the Supervisory Board | April 8, 2016  April 26, 2022 |  |
| 3 | Tran Duy Duc | Member of the Supervisory Board | April 26, 2022 |  |

1. The Executive Board

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Member of the Executive Board | Date of birth | Qualification | Date of appointment/dismissal as member of the Executive Board |
| 1 | Mr. Tran Ngoc Hung | April 28, 1972 | Bachelor of Economics | July 01, 2014  April 01, 2017 |
| 2 | Mr. Duong Minh Tuan | May 08, 1982 | Master of Business Administration | July 01, 2017 |
| 3 | Mr. Duong Tuan Linh | April 13, 1985 | Engineer | October 01, 2021 |

1. Chief Accountant

|  |  |  |  |
| --- | --- | --- | --- |
| Full name | Date of birth | Qualification | Date of appointment/dismissal |
| Duong Minh Tuan | May 08, 1982 | Master of Business Administration | June 01, 2016 |

1. Training on corporate governance:
2. List of affiliated persons of the public company (report of 2023) and transactions between the affiliated persons of the Company with the Company itself:
3. Transactions between the Company and affiliated persons of the Company; or between the Company and major shareholders, PDMR, affiliated persons of PDMR: None.
4. Transactions between PDMR of the Company, affiliated persons of PDMR and subsidiaries, companies under the control of the Company: None
5. Transactions between the Company and other entities: None.
   1. Transactions between the Company and the companies where members of the Board of Directors, members of the Supervisory Board, the Manager (General Manager) and other managers have been founding members or members of the Board of Directors, the Executive Manager (General Manager) for the past three (03) years (as at the time of reporting): None.
   2. Transactions between companies and companies in which affiliated persons of members of the Board of Directors, members of the Supervisory Board, the Executive Manager (General Manager) and other managers are members of the Board of Directors, the Executive Manager (General Manager): None.
   3. Other transactions of the Company (if any) that can bring about material or non-material benefits to members of the Board of Directors, members of the Supervisory Board, the Executive Manager (General Manager) and other managers: None.
6. Share transactions of PDMR and affiliated persons of PDMR (Report in 2023):
7. Company’s share transaction of PDMR and affiliated persons: None.
8. Other significant issues: None.