**PLO: Annual Corporate Governance Report 2023**

On January 12, 2024, Petec Logistics Joint Stock Company announced Report No. 03-2023/BC-PLO on the corporate governance 2023 as follows:

* Name of Company: Petec Logistics Joint Stock Company
* Head office address: Lot G1-9, Nam Tan Uyen Industrial Park, Tan Uyen Town, Binh Duong Province
* Tel: 028.39971936 Fax: 028.39971940
* Email: ptminh@peteclogistics.com.vn
* Charter capital: VND 71,925,500,000
* Securities code: PLO
* Corporate governance model: The General Meeting of Shareholders, the Board of Directors, the Supervisory Board and the Manager.
* Internal audit execution: Unimplemented.

1. Activities of the General Meeting of Shareholders:

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| --- | --- | --- | --- |
| No. | General Mandates/Decision No. | Date | Approved Contents |
|  | 01-2023/NQ-DHDCD | July 25, 2023 | Annual General Mandate |

1. The Board of Directors:
2. Information about members of the Board of Directors for the term of 2022-2027:

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| --- | --- | --- | --- | --- |
| No. | Member of the Board of Directors | Position | Date of appointment/dismissal as member/independent member of the Board of Directors | |
| Appointment date | Dismissal date |
| 1 | Hoang Minh Tuan | Chair of the Board of Directors, non-executive member of the Board of Directors | August 27, 2022 |  |
| 2 | Huynh Xuan Hong | Member of the Board of Directors | August 27, 2022 |  |
| 3 | Trinh Anh Tuan | Non-executive member of the Board of Directors | August 27, 2022 |  |

1. Board Resolutions/Decisions in 2023:

In 2023, the Board of Directors announced the following 06 Board Resolutions:

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| --- | --- | --- | --- |
| No. | Board Resolution/Decision No. | Date | Content |
| 1 | 05/2022-2027/NQ-HDQT | February 28, 2023 | 1. Approve the content of the Report on the production and business results for the first 10 months of the year of the Company from April 01, 2022 to January 31, 2023. 2. Select Southern Auditing & Accounting Financial Consulting Services Company Limited (AASCS) to audit the Financial Statements 2022. |
| 2 | 06/2022-2027/NQ-HDQT | February 28, 2023 | 1. Agree to terminate the operation of Petec Logistics Joint Stock Company - Dak Nong Branch, in Gia Nghia Town, Dak Nong Province, Vietnam from the date of this Resolution signing. 2. Dismiss Mr. Vu Viet Bach from the position of the Branch Manager of Petec Logistics Joint Stock Company - Dak Nong Branch from February 28, 2023. 3. This Resolution is sent to the Business Registration Office of Dak Nong Province to carry out the procedures for terminating the operation of the Petec Logistics Joint Stock Company - Dak Nong Branch 4. Assign the Executive Board to carry out the legal procedures related to completing the termination of the operation of Petec Logistics Joint Stock Company - Dak Nong Branch - according to the current law and dismiss the position of Chief Accountant of the Company’s Branch in Gia Nghia Town, Dak Nong Province. |
| 3 | 07/2022-2027/NQ-HDQT | May 05, 2023 | 1. Agree to rent the gas station at Phuoc Thanh Hamlet, An Phuoc Commune, Chau Thanh District, Ben Tre Province according to the content of the Proposal No. 04/2023/TT-HDQT dated April 25, 2023 and the Business Plan of the Company submitted. 2. Establish Petec Logistics Joint Stock Company - Ben Tre Branch with the following contents:  * Branch name in Vietnamese: Petec Logistics Joint Stock Company - Ben Tre Branch * Branch address: Phuoc Thanh Hamlet, An Phuoc Commune, Chau Thanh District, Ben Tre Province, Vietnam * Business lines Wholesale of solid, liquid, gas fuels and other related products. Details: Wholesale of petroleum and related products  1. Appoint Mr. Nguyen Ngoc Chien to hold the position of Manager of Petec Logistics Joint Stock Company - Ben Tre Branch Mr. Nguyen Ngoc Chien’s information:  * ID card Number: 083073015154 Date of issue: July 26, 2022 ; Place of issue: The Police Department for Administrative Management of Social Order * Registered permanent residence address: 155/26, TL15, Group 12, KP 3C, Thanh Loc Ward, District 12, Ho Chi Minh City. * Contact address: 155/26, TL15, Group 12, KP 3C, Thanh Loc Ward, District 12, Ho Chi Minh City.  1. Assign Mr. Huynh Xuan Hong - Manager of the Company, as the legal representative of the Company, to appoint the Chief Accountant of the Company Branch at Phuoc Thanh Hamlet, An Phuoc Commune, Chau Thanh District, Ben Tre Province and carry out the business registration procedures according to the law. 2. This Resolution is sent to the Business Registration Office of Ben Tre Province to carry out the procedures for establishing the Petec Logistics Joint Stock Company - Ben Tre Branch |
| 4 | 08/2022-2027/NQ-HDQT | June 08, 2023 | 1. Agree to appoint Mr. Pham Thong Minh – Secretariat of the Board of Directors as the Person in charge of corporate governance to support the corporate governance at the enterprise according to the provisions in Clause 5, Article 156 of the Law on Enterprises 2020 and Clause 1, Article 281 of Decree No. 155/2020/ ND-CP.  2. Approve the summary of results of production and business activities for the fiscal year 2022 from April 01, 2022 to March 31, 2023 and the content of the Orientation and production and business Plan in 2023.  3. Approve the Audited Financial Statements 2022.  4. Agree with the content of the Reports and Proposals to be submitted for approval at the General Meeting of Shareholders 2023 as follows:   * Draft of Regulations for the Annual General Meeting of Shareholders in 2023. * Report on Corporate Governance, management and summary of results of production and business activities in 2022 and Orientation and production and business plan in 2023. * Proposal on approving the Audited Financial Statements 2022. * Report on summary of supervision activities in 2022 of the Supervisory Board. * Proposal on remuneration for the Board of Directors and the Supervisory Board in 2023. * Proposal on selection of an independent audit company for the Financial Statements 2023 * Proposal on approving the profit distribution plan for the 2022 fiscal year. * Proposal on granting the line of credit at the Bank in the fiscal year 2023. * Proposal on the change of the address of the head office of the Company. * Proposal on the approval of contracts and transactions between Petec Logistics Joint Stock Company and Petec Trading and Investment Corporation   5. Agree to organize the General Meeting of Shareholders 2023 as follows:   * Notice on organizing the Annual General Meeting of Shareholders 2023: June 09, 2023 * Notice on the record list of shareholders attending the Annual General Meeting of Shareholders 2023: June 09, 2023 * Record date for the list of shareholders attending the Meeting: June 30, 2023 * Time to organize the Annual General Meeting of Shareholders 2023: Expected in the morning of July 25, 2023 * Venue: Authorize the Executive Board to select the venue and prepare the documents related to the organization of the Annual General Meeting of Shareholders 2023. * Assign the Executive Board to complete and supplement the reports and proposals at the General Meeting and the organization of the General Meeting according to the prescribed time of law for the Company listed on the UpCom exchange. |
| 5 | 09/2022-2027/NQ-HDQT | October 26, 2023 | Board Resolution |
| 6 | 10/2022-2027/NQ-HDQT | October 26, 2023 | Board Resolution |

1. The Supervisory Board

1. Information about the members of the Supervisory Board:

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| --- | --- | --- | --- | --- | --- |
| No. | Member of the Supervisory Board | Position | Date of appointment as member of the Supervisory Board | Date of dismissal as member of the Supervisory Board. | Qualification |
| 1 | Hoang Anh Tuan | Chief of the Supervisory Board | August 27, 2022 |  | Master of Economics |
| 2 | Vu Xuan Hien | Member of the Supervisory Board | September 24, 2020 |  | Bachelor of Economics |
| 3 | Tran Thi Thanh Thuy | Member of the Supervisory Board | January 14, 2022 |  | Bachelor of Economics |

1. The Executive Board:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Member of the Executive Board | Date of birth | Qualification | Position | Date of appointment as Member of the Executive Board |
| 1 | Huynh Xuan Hong | March 31, 1962 | Bachelor of Economics | Manager | April 2007 |
| 2 | Ly Hoai Nam | December 18, 1973 | Bachelor of Economics | Deputy Manager | August 2007 |

1. Chief Accountant

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Member of the Executive Board | Date of birth | Qualification | Position | Date of appointment as member of the Executive Board |
| Mai Huy Hoang | March 17, 1969 | Bachelor of Economics | Chief Accountant | January 2015 |

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:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| No. | Name of individual/institution | Relations with the Company | NSH No., Date of issue, Place of issue | Head office address | Time of transaction | General Mandate/Decision or Board Resolution/Decisions approved (if any, specify issue date) | Contents quantity, total value of transaction | Note |
| 1 | Petec Trading and Investment Corporation | Affiliated person of PDMR | 0300649476; May 19, 2011; Department of Planning and Investment, Ho Chi Minh City. | No. 194, Nam Ky Khoi Nghia Street, District 3, Ho Chi Minh City. | December 2023 | General Mandate No. 01/2023/NQ-DHDCD dated July 25, 2023 | Goods and service purchase: VND 6,322,000,000 |  |

1. Transactions between the Company’s PDMR, affiliated persons of PDMR and subsidiaries or companies controlled by the Company: None
2. Transactions between the Company and other entities
   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):

Petec Logistics Joint Stock Company has signed a contract for the consumption of petroleum products, a contract for renting a warehouse of the Petec Trading and Investment Corporation (PETEC) (Chair of the Board of Directors of Petec Logistics Joint Stock Company is the Head of Retail Network Development of PETEC, Member of the Board of Directors of Petec Logistics Joint Stock Company holds the position of Chief Accountant of PETEC and the Chief of the Supervisory Board of Petec Logistics Joint Stock Company holds the position of Chief of the Supervisory Board of PETEC).

* 1. Transactions between the Company and companies where affiliated persons of members of the Board of Directors, members of the Supervisory Board, the Manager (General Manager) and other managers are members of the Board of Directors, the Executive Manager (General Manager): Section VII.1
  2. 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, and the Manager (General Manager) and other managers: None

1. Share transactions of PDMR and affiliated persons of PDMR:
2. Company’s share transaction of PDMR and affiliated persons.

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| --- | --- | --- | --- | --- | --- | --- | --- |
| No. | Transaction conductor | Relations with PMDR | Number of shares owned at the beginning of the period | | Number of shares owned at the end of the period | | Reasons for increase, decrease (buy, sell, convert, bonus...) |
| Number of shares | Rate | Number of shares | Rate |  |
| 1 | Ly Hoai Nam | PDMR | 34,329 | 0.48% | 35,000 | 0.49% | Buy 671 shares |
| 2 | Mai Huy Hoang | PDMR | 20,500 | 0.29% | 20,000 | 0.28% | Sell 500 |

1. Other significant issues: None.