**PTT: Annual Corporate Governance Report 2023**

On January 16, 2024, Indochina Petroleum Transportation Joint Stock Company announced Report No. 01/BC-VTDKDD on corporate governance in 2023 as follows:

* Name of public company: Indochina Petroleum Transportation Joint Stock Company
* Head office address: 6th floor, Viet A Building, No.9 Duy Tan Street, Dich Vong Hau Ward, Cau Giay District, Hanoi.
* Tel: 024.35563031/35563032; Fax: 024.35563033
* Email: pvtrans-ptt@fpt.vn; Website: http://pvtrans-ptt.com
* Charter capital: VND 100 billion
* Securities code: PTT
* Corporate governance model: The General Meeting of Shareholders, the Board of Directors, the Supervisory Board and the Manager.
1. Activities of the General Meeting of Shareholders:

Annual General Mandate 2023 No. 01/NQ-VTDKDD-DHDCD dated April 21, 2023.

Extraordinary General Mandate 2023 No. 02/NQ-VTDKDD-DHDCD dated August 21, 2023.

1. Activities of the Board of Directors:
2. Information about members of the Board of Directors:

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| --- | --- | --- | --- | --- | --- | --- |
| No. | Member of the Board of Directors | Position | Date of appointment/dismissal as member of the Board of Directors | Number of attended Meetings | Attendance rate | Reason for not attending |
| 1 | Mr. Le Manh Tuan | Chair of the Board of Directors | December 28, 2020 | 24 | 100% |  |
| 2 | Mr. Do Duc Hung | Member of the Board of Directors | June 29, 2020 | 24 | 100% |  |
| 3 | Mr. Le Thanh Son | Member of the Board of Directors | January 13, 2021 | 24 | 100% |  |
| 4 | Mr. Nguyen Manh Hung | Member of the Board of Directors | April 11, 2019 | 24 | 100% |  |
| 5 | Mr. Tran Hai Dang | Member of the Board of Directors | April 21, 2023 | 09 | 100% | Dismissed on April 21, 2023, due to the submission of a resignation letter. |
| 6 | Mr. Luu Manh Thang | Member of the Board of Directors | September 22, 2021 | 24 | 100% |  |
| 7 | Mr. Pham Van Hung | Independent member of the Board of Directors | April 21, 2023 | 15 | 100% |  |

1. Board Resolutions/Decisions:

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| --- | --- | --- | --- |
| No. | Resolution/Decision No. | Date | Content |
| 1 | 01/NQ-VTDKDD-HDQT | February 08, 2023 | Temporarily assign targets of production and business for 2023 |
| 2 | 02/NQ-VTDKDD-HDQT | February 09, 2023 | Record the list of shareholders to attend the Company’s Annual General Meeting of Shareholders 2023. |
| 3 | 03/NQ-VTDKDD-HDQT | February 10, 2023 | Regular meeting in Q4/2022 |
| 4 | 04/NQ-VTDKDD-HDQT | February 10, 2023 | Approval of the settlement of the Investment Project for a tanker with a capacity of approximately 13,000 DWT - Autumn Ship - now renamed to PVT Elena. |
| 5 | 05/NQ-VTDKDD-HDQT | February 20, 2023 | Approve the sale and liquidation of 06 used car |
| 6 | 06/NQ-VTDKDD-HDQT | March 08, 2023 | Approve the plan on holding the Annual General Meeting of Shareholders 2023. |
| 7 | 07/NQ-VTDKDD-HDQT | March 28, 2023 | Postpone the date of the Annual General Meeting of Shareholders 2023. |
| 8 | 08/NQ-VTDKDD-HDQT | April 05, 2023 | Postpone the date of the Annual General Meeting of Shareholders 2023 (2nd time) |
| 9 | 09/NQ-VTDKDD-HDQT | April 19, 2023 | Regular meeting of Q1/2023 |
| 10 | 10/NQ-VTDKDD-HDQT | April 21, 2023 | Adjustment of the production and business plan for 2023 and updating the documents to be presented at the Annual General Meeting of Shareholders 2023 due to the adjustment of the production and business plan for 2023. |
| 11 | 11/NQ-VTDKDD-HDQT | April 21, 2023 | Approve the procurement project of 1 oil/chemical tanker with a tonnage of about 13,000 DWT |
| 12 | 12/NQ-VTDKDD-HDQT | June 08, 2023 | Approval for the third special survey (SS) repair for the PVT Elena ship. |
| 13 | 13/NQ-VTDKDD-HDQT | June 20, 2023 | Approve personnel planning in 2023 |
| 14 | 14/NQ-VTDKDD-HDQT | July 03, 2023 | Record the list of shareholders to attend the Annual General Meeting of Shareholders 2023. |
| 15 | 15/NQ-VTDKDD-HDQT | July 19, 2023 | Regular meeting in Q2/2023 |
| 16 | 16/NQ-VTDKDD-HDQT | August 21, 2023 | Adjustment of the plan for purchasing a chemical/oil tanker with a capacity of approximately 13,000 DWT.  |
| 17 | 17/NQ-VTDKDD-HDQT | September 08, 2023 | Approve the Plan on share issuance to existing shareholders to increase charter capital from VND 100 billion to VND 170 billion. |
| 18 | 18/NQ-VTDKDD-HDQT | September 08, 2023 | The plan to ensure the share issuance is in compliance with regulations on foreign ownership rate |
| 19 | 19/NQ-VTDKDD-HDQT | September 08, 2023 | Commitment to additionally deposit and register for trading additional issued PTT shares. |
| 20 | 20/NQ-VTDKDD-HDQT | September 08, 2023 | Compensation plan for the shortfall of the expected capital to be raised from the offering to implement the plan to purchase a tanker with a capacity of approximately 10,000 DWT - 25,000 DWT. |
| 21 | 21/NQ-VTDKDD-HDQT | September 18, 2023 | Approve the registration dossier for public offering |
| 22 | 22/NQ-VTDKDD-HDQT | September 19, 2023 | Approve the sale and liquidation of 04 used car |
| 23 | 23/NQ-VTDKDD-HDQT | September 19, 2023 | Supplementing a list of investment plans to the 2023 Production and Business Plan. |
| 24 | 24/NQ-VTDKDD-HDQT | September 29, 2023 | Regular meeting in Q3/2023 |
| 25 | 25/NQ-VTDKDD-HDQT | October 26, 2023 | The plan to handle the number of shares that are not fully sold |
| 26 | 26/NQ-VTDKDD-HDQT | October 26, 2023 | Detailed plan on using the proceeds from the offering |
| 27 | 27/NQ-VTDKDD-HDQT | November 06, 2023 | Approve the registration dossier for public offering |
| 28 | 28/NQ-VTDKDD-HDQT | November 24, 2023 | Approve the sale and liquidation of 02 used tractor trucks. |
| 29 | 29/NQ-VTDKDD-HDQT | December 28, 2023 | Record the list of shareholders for the additional public offering of shares. |
| 30 | 30/NQ-VTDKDD-HDQT | December 29, 2023 | Approve the salary fund plan in 2023 |
| 31 | 31/NQ-VTDKDD-HDQT | December 29, 2023 | Regular meeting in Q4/2023 |

1. The Supervisory Board

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| --- | --- | --- | --- | --- | --- | --- |
| No. | Member of the Supervisory Board | Position | Date of appointment/dismissal as member of the Supervisory Board | Number of attended Meetings | Attendance rate | Reason for not attending |
| 1 | Mr. Le Thien Nhat | Member of the Supervisory Board, Chief of the Supervisory Board | April 21, 2023 | 2 | 100% | Appointed to the Supervisory Board on April 21, 2023 |
| 1 | Mr. Do Nhu Tien | Chief of the Supervisory Board, Member of the Supervisory Board | April 21, 2023 | 3 | 100% |  |
| 2 | Ms. Le Thi Hai Yen | Member of the Supervisory Board | April 21, 2023 | 3 | 100% |  |
| 4 | Le Trong An | Member of the Supervisory Board | June 24, 2022 - April 21, 2023 | 1 | 100% | Dismiss as member of the Supervisory Board from April 21, 2020 |

1. The Executive Board:

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| --- | --- | --- | --- | --- |
| No. | Member of the Executive Board | Date of birth | Professional Qualification | Date of appointment/dismissal as member of the Executive Board |
| 1 | Mr. Le Thanh Son | May 12, 1971 | Petroleum Refining Engineer, Bachelor of Law, Master of Business Administration.  | January 13, 2021 |
| 2 | Mr. Bui Huu Co | September 12, 1970 | Ship Engine Engineer, Bachelor of Economics, Master of Commercial Business. | July 07, 2020 |
| 3 | Mr. Vu Hoai Nam | December 21, 1977 | Bachelor of Business Administration | January 09, 2019 |

1. Chief Accountant

|  |  |  |  |
| --- | --- | --- | --- |
| Full name | Date of birth | Qualification | Date of appointment/dismissal |
| Mr. Nguyen Dinh Chinh | December 10, 1980 | Master of Finance and Banking | May 22, 2019 |

1. Training on corporate governance
2. List of affiliated persons of the Company 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 public company registered for trading on the UPCoM, affiliated persons of PDMR and subsidiaries, companies controlled by the public company registered for trading on the UPCoM: None
5. 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): None
	2. Transactions between the Company and companies where the 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): 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, and the Manager (General Manager) and other managers: None
6. 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 or decrease (buy, sell, convert, reward, etc.) |
| Number of shares  | Rate | Number of shares  | Rate |
| 1 | Petrovietnam Transportation Corporation | Mr. Le Manh Tuan | 5,205,900 | 52.059 | 5,247,000 | 52.47 | Long-term investments |

1. Other significant issues: None.