**BDB: Annual Corporate Governance Report 2023**

On January 16, 2022, Binh Dinh Book and Equipment Joint Stock Company announced Report No. 07/BC-STB on the corporate governance of the Company in 2023 as follows:

Company's name: Binh Dinh Book and Equipment Joint Stock Company

Head office address: No. 219, Nguyen Lu, Quy Nhon City, Binh Dinh Province

Tel: (0256) 3522645 - 3522453; Fax: (0256) 3522853; Email: bidisabico@vnn.vn

Charter capital: VND 11,264,740,000

Security code: BDB

Corporate Governance Model: General Meeting of Shareholders, Board of Directors, Supervisory Board and Manager.

Internal audit execution: Executed.

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):

In 2023, Binh Dinh Book and Equipment Joint Stock Company organized Annual General Meeting of Shareholders 2023 on March 31, 2023 at Hall of Binh Dinh Book and Equipment Joint Stock Company At No. 219, Nguyen Lu, Quy Nhon City, Binh Dinh Province, In the following contents

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| No. | General Mandate/Decision of the General Meeting of Shareholders No. | Date | Content |
| 1 | 01/NQ-DHCD | March 31, 2023 | Annual General Mandate 2023 |

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

In 2023, the Board of Directors organized 6 meetings (including 4 regular and 2 extraordinary ones) to review the production and business performance for the year 2022, the first quarter, six months, nine months, and the full year of 2023, as well as to anticipate the production and business plan for 2024 as a basis for implementation and to comment on some issues presented and proposed by the Board of Managers. All members of the Board of Directors participated in the meetings and fully performed their duties.

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| No. | Member of the Board of Directors | Position | Date of appointment/dismissal as member of the Board of Directors |
| Appointment date | Dismissal date |
| 1 | Mr. Ho Phu Cuong | Chair of the Board of Directors | April 04, 2022 |  |
| 2 | Mr. Pham Dinh Thuan | Member of the Board of Directors - Manager | April 04, 2022 |  |
| 3 | Ms Diep Cam Nhung | Member of the Board of Directors - Chief Accountant | April 04, 2022 | March 31, 2023 |
| 4 | Mr. Mr. Nguyen Duy Nham | Member of the Board of Directors | April 04, 2022 | March 31, 2023 |
| 5 | Mr. Huynh Thang Long | Member of the Board of Directors | April 04, 2022 |  |
| 6 | Mr. Hoang Quoc Hiep | Member of the Board of Directors | March 31, 2023 |  |
| 7 | Mr. Huynh Hoang Phuong | Member of the Board of Directors | March 31, 2023 |  |

1. Board Resolutions:

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| No. | Board Resolution/Board Decision No. | Date | Content |
| 1 | 01 /NQ-HDQT | January 17, 2023 | * Approve the results of production and business activities in 2022 and the production and business plan for 2023.
* Approve the record date to dividend payment and attend the Annual General Meeting of Shareholders in 2023 on March 31, 2023
 |
| 2 | 02 /NQ-HDQT | June 14, 2023 | Selection for AAC Auditing And Accounting Company Limited - An independent auditing company that meets the criteria and conditions as prescribed by the Ministry of Finance, in accordance with the Annual General Meeting of Shareholders 2023 to review and audit the company's financial statements in 2023  |
| 3 | 03 /NQ-HDQT | June 14, 2023 | Agree to assign the salary rate for the company in 2023 at VND 1.967 per VND 1 profit. In case the profit before tax target is not ensured according to the plan, the salary fund to be appropriated must be reduced to ensure profit before tax expenditure as stated in the Annual General Mandate 2023. |
| 4 | 04 /NQ-HDQT | June 15, 2023 | Agree to appoint Mr. Nguyen Quoc Quan - Deputy Head of the Planning - Production, Business and Marketing Department as Deputy General Manager of the company for the 2022 - 2025 term. |
| 5 | 05 /NQ-HDQT | September 14, 2023 | Agree to dismiss Ms. Diep Cam Nhung from the position of Chief Accountant of the company and appoint Ms. Doan Thi Le Kieu, Deputy Head of the Accounting - Administrative Department, as Chief Accountant of the company for the 2022 - 2025 term. |

1. The Supervisory Board: (Annual report)
2. Information about the members of the Supervisory Board

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| No. | Member of Supervisory Board | Position | Date of appointment/dismissal as a member of the Supervisory Board | Qualification |
| 2 | Dang Cong Duc | Chief of the Supervisory Board | Appointed on April 04, 2022 | Bachelor of Economics |
| 3 | Tran Huu Duy Trung | Member of the Supervisory Board | Appointed on April 04, 2022 | Bachelor of Business Administration |
| 4 | Ho Ngung | Member of the Supervisory Board | Appointed on April 04, 2022 | Technician |

1. The Executive Board.

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| No. | Member of The Executive Board | Date of birth | Position | Qualification | Date of appointment/dismissal |
| 1 | Pham Dinh Thuan | February 16, 1964 | Manager | University of Finance and Accounting | Appointed on April 04, 2022 |
| 2 | Nguyen Quoc Quan | January 12, 1976 | Deputy Manager | University of Mathematics and Information | Appointed onJune 15, 2023 |

V. The Chief Accountant

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| --- | --- | --- | --- |
| Full name | Date of birth | Qualification | Date of appointment/dismissal |
| Doan Thi Le Kieu | May 04, 1982 | Accounting University | Appoint on September 14, 2023 |

1. Training on corporate governance:
2. List of related persons in the public company (Semi-annual Report) and transactions of related 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, or affiliated persons of PDMR: None
4. Transactions between PDMR of the Company, affiliated persons of PDMR and subsidiaries, companies controlled by the Company: None
5. Transactions between the Company and other entities: None
	1. Transactions between the Company and the company in which 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 (3) years (calculated at the time of reporting): None
	2. Transactions between Company and the company that related 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 (the General Manager): None
	3. Other transactions of the Company (if any) which can bring about material or non-material benefits to members of the Board of Directors, members of the Supervisory Board, the Manager (General Manager) and other managers: None
6. Share transactions between PDMR and related persons of PDMR.
7. Company’s share transaction of the Company's PDMR and affiliated persons: None.
8. Other significant issues: None