**KIP: Annual Corporate Governance Report 2023**

On January 22, 2024, Vietnam K.I.P Joint Stock Company announced Report No. 313/BC-KIP on the corporate governance in 2023 as follows:

* Name of company: Vietnam K.I.P Joint Stock Company
* Head office address: No.2, Alley 121B, Huu Nghi Street, Xuan Khanh Ward, Son Tay Town, Hanoi

Tel: 02433 838 181 Fax: 02433 838 405.

* Charter capital: VND 98,000,000,000
* Securities code: KIP
* Corporate governance model: The General Meeting, Board of Directors, Managing Director and Audit Committee under the Board of Directors.

1. Activities of the General Meeting:

* On May 19, 2023, the Annual General Meeting took place and promulgated General Mandate No. 303/NQ- DHDCD:

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| --- | --- | --- | --- |
| No. | General Mandate/Decision | Date | Contents |
| 1 | No. 303/NQ-DHDCD | May 19, 2023 | Annual General Mandare |

1. 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 (independent member, non-executive member of the Board of Directors) | Date of appointment/dismissal as member/independent member of the Board of Directors | |
| Appointment date | Dismissal date |
| 1 | Mr. Nguyen Hoa Cuong | Chair of the Board of Directors | May 09, 2019 |  |
| 2 | Mr. Phung De | Member of the Board of Directors (Non-executive) | May 09, 2019 |  |
| 3 | Mr. Hoang Anh Dung | Member of the Board of Directors (Non-executive) | May 09, 2019 |  |

1. Board Resolutions/Board Decisions

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| --- | --- | --- | --- |
| No. | Board Resolution/Board Decision | Date | Contents |
| 1 | 285/QD- HDQT | January 03, 2023 | Approve the appointment of Mr. Bui Quang Vinh as the Deputy Managing Director |
| 2 | 290/QD- HDQT | March 14, 2023 | Approve the dismissal of Mr. Bui Quang Vinh from the position of Deputy Managing Director |
| 3 | 292/NQ-HDQT | March 31, 2023 | Approve the convening of the Annual General Meeting 2023 |
| 4 | 301/NQ-HDQT | May 15, 2023 | Approve the production and business plan for the last 8 months of 2023 |
| 5 | 309/NQ-HDQT | November 30, 2023 | Approve signing the Financial Statement Audit Contract for the fiscal year ending December 31, 2023 |

1. Audit Committee

1 Information about the members of Audit Committee

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Member of the Audit Committee | Position | Date of appointment/dismissal as member of the Audit Committee | Qualification |
| 1 | Mr. Hoang Anh Dung | Member of the Board of Directors (Non-executive) | Appointed on June 01, 2021 | Electrical Engineer |
| 2 | Mr. Phung De | Member of the Board of Directors (Non-executive) | Appointed on October 01, 2020 | Mechanical Engineer  Bachelor in Economics; |

1. Executive Board

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Member of the Executive Board | Date of birth | Professional Qualification | Date of appointment/dismissal as member of the Executive Board |
| 1 | Ms. Truong Thi Huong Lan | May 29, 1968 | Bachelor in Foreign Languages, Bachelor in Economics | Appointed as Managing Director from October 27, 2021 |

1. Chief Accountant

|  |  |  |  |
| --- | --- | --- | --- |
| Full name | Date of birth | Qualification | Date of appointment / dismissal |
| Ms. Phan Thi Thuy | June 24, 1980 | Bachelor in Economics; | Appointed on November 01, 2016 |

1. Training on corporate governance
2. List of related persons of the public Company and transactions between the related persons of the Company with the Company itself
3. Transactions between the Company and related persons of the Company; or between the Company and major shareholders, PDMR and related persons of PDMR None.
4. Transactions between the Company’s PDMR, related 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 companies where members of the Board of Directors, Managing Director and other managers who have been founding members, or members of the Board of Directors and Executive Manager (Managing Director) for the past three (03) years (at the date of making the report):
   2. Transactions between the Company and the Company that the related persons of members of the Board of Directors, Managing Director and other managers are members of the Board of Directors and Executive Manager:
   3. Other transactions of the Company (if any) that can bring about material or non-material benefits to members of the Board of Directors, Managing Director and other managers:
6. Share transactions of PDMR and related persons of PDMR (Semi-annual Report)
7. Company’s share transactions of PDMR and related persons: None.
8. Other significant issues: None.