**THT: Annual Corporate Governance Report 2023**

On January 22, 2024, Vinacomin - Ha Tu Coal JSC announced Report No. 178/BC-VHTC on corporate governance in 2023 as follows:

* Name of listed company: Vinacomin - Ha Tu Coal JSC
* Head office address: Group 6, Zone 3, Ha Tu Ward, Ha Long City, Quang Ninh Province
* Tel: 0203 3835169; Fax: 0203 3836120
* Website: [www.hatucoal.vn](http://www.hatucoal.vn)
* Email: [thanhatu@hatucoal.vn](mailto:thanhatu@hatucoal.vn).
* Charter capital: VND 245,690,520,000
* Securities code: THT
* 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:

|  |  |  |  |
| --- | --- | --- | --- |
| No. | General Mandate No. | Date | Content |
| 1 | 01/2023/NQ-DHDCD | May 08, 2023 | Annual General Mandate 2023 |
| 2 | 02/2023/NQ-DHDCD | August 23, 2023 | Extraordinary General Mandate 2023 |

1. Activities of the Board of Directors (2023):
2. Information about members of the Board of Directors:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 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 | Tran The Thanh | Chair of the Board of Directors, Capital Representative of TKV | March 03, 2020 | August 23, 2023 |
| 2 | Ngo The Phiet | Chair of the Board of Directors, Capital Representative of TKV | August 23, 2023 | - |
| 3 | Nguyen Quang Quang | Member of the Board of Directors, Acting Manager | March 28, 2019 | - |
| 4 | Nguyen Viet Thanh | Member of the Board of Directors, Secretary of the Party Committee | April 12, 2017 | - |
| 5 | Dang Van Tinh | Member of the Board of Directors, Union President | April 25, 2022 | - |
| 6 | Pham Thi Hai | Independent member of the Board of Directors | April 25, 2022 | - |

1. Board Resolutions/Decisions (Report of 2023):

In 2023, the Board of Directors of the Company held 39 meetings, and promulgated 39 Resolutions and 51 Decisions. (Details in the attached Appendix 1)

1. Activities of the Supervisory Board: (Report of 2023)
2. Information about the members of the Supervisory Board:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Member of the Supervisory Board | Position | Date of appointment/dismissal as member of the Supervisory Board | Qualification |
| 1 | Ms. Nguyen Thi Luong Anh | Chief of the Supervisory Board | April 26, 2021 | Bachelor of Economics |
| 2 | Mr. Ngo Duy Da | Member of the Supervisory Board | April 25, 2022 | Mining Engineer |
| 3 | Ms. Pham Thi Lan Huong | Member of the Supervisory Board | April 25, 2016 | Bachelor of Accounting and Auditing, Bachelor of Laws |

1. The Executive Board:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Member of the Executive Board | Date of birth | Qualification | Appointment date | Dismissal date |
| 1 | Mr. Nguyen Quang Quang | December 04, 1980 | Master of Management, Bachelor of Economics | January 15, 2020 |  |
| 2 | Mr. Tran Quoc Toan | November 06, 1978 | Mining Engineer, Bachelor of Economics | February 21, 2018 |  |
| 3 | Mr. Lam Anh Tuan | September 17, 1980 | Mining Engineer | February 01, 2019 |  |
| 4 | Mr. Nguyen Trong Hieu | April 08, 1968 | Electronic Engineer | July 25, 2022 |  |

1. Chief Accountant

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Full name | Date of birth | Qualification | Appointment date |
| 1 | Ha Thi Diep Anh | July 29, 1972 | Bachelor of Economics | November 01, 2014 |

1. Training on corporate governance:
2. List of affiliated persons of the Company in 2023 and transactions of 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 and affiliated persons of PDMR: (Details in the attached Appendix 3)
4. Transactions between PDMR of the listed company, affiliated persons of PDMR and subsidiaries, companies controlled by the listed company: None
5. Transactions between the Company and other entities:
   1. Transactions between the Company and companies where members of the Board of Directors, members of the Supervisory Board, the Executive Manager have been founding members or members of the Board of Directors, the Executive Manager for the past three (03) years: (Details in the attached Appendix 3)
   2. Transactions between the Company and companies where the affiliated persons of members of the Board of Directors, members of the Supervisory Board, the Executive Manager are members of the Board of Directors, the Executive Manager: None
   3. Other transactions of the Company (if any) can bring about material or non-material benefits to members of the Board of Directors, members of the Supervisory Board, and the Executive Manager: None
6. Share transactions of PDMR and affiliated persons of PDMR:
7. Listed company’s share transactions of PDMR and affiliated persons of PDMR:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 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 | | Reason for increase or decrease |
| Number of shares | Rate | Number of shares | Rate |
| 1 | Ha Thi Diep Anh | PDMR | 26,640 | 0.11% | 640 | 0.003% | Sell |

1. Other significant issues:

* None

Appendix 1.

Board Resolutions/Decisions:

(Promulgated with Board Resolution No. 178/BC-VHTC dated January 22, 2024)

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Board Resolution/Decision No. | Date | Content |
| 1 | 26/BB-VHTC  26/NQ-VHTC | January 17, 2023 | 1. The Board of Directors considered Report No. 88/TTr-VHTC dated January 11, 2023 on approving transaction contracts between the Company and businesses, major shareholders and affiliated persons in 2023. 2. The Board of Directors considered Proposal No. 87/TTr-VHTC dated January 11, 2023 on approving the contents of the Annual General Meeting of Shareholders 2023. 3. The Board of Directors considered Proposal No. 3695/TTr-VHTC dated December 30, 2022 on approving the adjustment to the plan for a number of key targets in 2022. |
| 2 | 27/BB-VHTC  27/NQ-VHTC | January 18, 2023 | 1. The Board of Directors considered Proposal No. 96/TTr-VHTC dated January 12, 2023 on temporarily approving the plan for key targets of 2023. 2. The Board of Directors considered the draft of the Board of Directors’ operational plan and program in 2022 3. The Board of Directors implemented management tasks. |
| 3 | 28/BB-VHTC  28/NQ-VHTC | February 01, 2023 | 1. The Board of Directors considered Proposal No. 228/TTr-VHTC dated January 31, 2023 on applying for a policy to reappoint Deputy Manager. 2. The Board of Directors considered Proposal No. 229/TTr-VHTC dated January 31, 2023 on reappointing Mr. Tran Quoc Toan as the Deputy Manager. 3. The Board of Directors considered Proposal No. 239/TTr-VHTC dated February 01, 2023 of the Company's Manager on approving the construction investment plan in 2023 of Vinacomin - Ha Tu Coal JSC. 4. The Board of Directors implemented management tasks. |
| 4 | 29/BB-VHTC  29/NQ-VHTC | February 16, 2023 | 1. The Board of Directors considered Proposal No. 398/TTr-VHTC dated February 14, 2023 on implementing the reappointment process of Deputy Manager. |
| 5 | 30/BB-VHTC  30/NQ-VHTC | February 16, 2023 | 1. The Board of Directors considered the reappointment process results of Vinacomin - Ha Tu Coal JSC’s Deputy Manager. 2. The Board of Directors considered Proposal No. 357/TTr-VHTC dated February 13, 2023 on adjusting and supplement regulations on on labor management, salary and income of Vinacomin - Ha Tu Coal JSC. 3. The Board of Directors implemented management tasks. |
| 6 | 31/BB-VHTC  31/NQ-VHTC | February 27, 2023 | 1. The Board of Directors considered Proposal No. 526/TTr-VHTC dated February 24, 2023 on approving the adjustment of contractor selection plan for bidding packages under the plan to outsource loading and transport of soil and rock in the 2023-2025 period. 2. The Board of Directors considered Proposal No. 490/TTr-VHTC dated February 22, 2023 on promulgating regulations on clerical and archival work of Vinacomin - Ha Tu Coal JSC. 3. The Board of Directors implemented management tasks. |
| 7 | 32/BB-VHTC  32/NQ-VHTC | February 28, 2023 | 1. The Board of Directors considered Proposal No. 563/TTr-VHTC dated February 28, 2023 on reappointing Mr. Nguyen Quang Quang as the Deputy Manager. |
| 8 | 33/BB-VHTC  33/NQ-VHTC | March 03, 2023 | 1. The Board of Directors considered Proposal No. 547/BC-VHTC dated February 27, 2023 on implementing the insurance bidding package for the open-pit mining project in Bac Bang Danh area. 2. The Board of Directors considered Proposal No. 571/TTr-VHTC dated February 28, 2023 on submitting for approval the Feasibility Study Report of the investment project of large capacity mining and transportation equipment of Vinacomin - Ha Tu Coal JSC. 3. The Board of Directors considered Proposal No. 572/TTr-VHTC dated February 28, 2023 on applying for a policy to appoint and mobilize staff. 4. The Board of Directors agreed with the Meeting Minutes of TKV Representative at the Company on the following contents:   4.1. Consider the Report contents of TKV Capital Representative at the Company on reporting TKV the voting contents at the Annual General Meeting of Shareholders 2022  4.2. Implement Official Dispatch No. 806/TKV-KH dated March 02 on guiding unit prices for coal processing from SPNT in 2023 |
| 9 | 34/BB-VHTC  34/NQ-VHTC | March 20, 2023 | 1. The Board of Directors considered Proposal No. 605/TTr-VHTC dated March 03, 2023 on approving the adjustment moving from the backup plan to the official plan (new construction project) for the investment project of large capacity mining and transportation equipment of Vinacomin - Ha Tu Coal JSC. 2. The Board of Directors considered Proposal No. 788/TTr-VHTC dated March 20, 2023 on approving the planning of leaders of Vinacomin - Ha Tu Coal JSC for the 2020-2025 period after additional review and the 2025-2030 period. 3. The Board of Directors implemented management tasks:    1. The Board of Directors considered the Report on the implementing results according to the conclusions of the State Audit for the Bac Bang Danh project.    2. The Board of Directors agreed with the Meeting Minute of TKV Representative at the Company dated February 17, 2023. |
| 10 | 35/BB-VHTC  35/NQ-VHTC | March 23, 2023 | 1. The Board of Directors considered Proposal No. 737/TTr-VHTC dated March 15, 2023 on requesting to handle costs serving the preparation work of the open-pit mining investment project in Bac Bang Danh area. 2. The Board of Directors considered Proposal No. 809/TTr-VHTC dated March 21, 2023 on approving the Company's plan to rent screening equipment to process clean coal from both soil and coal sources in 2023. 3. The Board of Directors considered Proposal No. 825/TTr-VHTC dated March 21, 2023 on approving the content of the Feasibility Study Report and moving forward with the construction investment plan in 2023 of the investment project serving production in 2023 for the Capital Representative to submit for TKV’s approval. 4. The Board of Directors considered Proposal No. 792/TTr-VHTC dated March 20, 2023 on requesting the renewal of GTS 02 contract: 500KVA generator belongs to an investment project serving production in 2022. 5. The Board of Directors implemented management tasks. |
| 11 | 36/BB-VHTC  36/NQ-VHTC | March 24, 2023 | 1. The Board of Directors considered Proposal No. 837/TTr- VHTC dated March 23, 2023 on requesting for approval of the contractor selection plan for the bidding package of renting equipment for clean coal processing from soil, rock and coal of Vinacomin - Ha Tu Coal JSC. 2. The Board of Directors considered Proposal No. 801/TTr-VHTC dated March 21, 2023 on increasing salary for managers of the Company. 3. The Board of Directors considered Proposal No. 839/TTr-VHTC dated March 23, 2023 on approving the Audited Financial Statements and the expected plan in 2022 for profit distribution and appropriation for funds. |
| 12 | 37/BB-VHTC  37/NQ-VHTC | March 29, 2023 | 1. The Board of Directors considered Proposal No. 879/TTr-VHTC dated March 28, 2023 on promulgating the list of titles and equivalent positions in Vinacomin - Ha Tu Coal JSC. 2. The Board of Directors considered Proposal No. 886/TTr-VHTC dated March 28, 2023 on appointing the Company's Chief of staff. 3. The Board of Directors considered Proposal No. 880/TTr-VHTC dated March 28, 2023 on approving the settlement of salary fund implemented in 2022. 4. The Board of Directors implemented management tasks. |
| 13 | 38/BB-VHTC  38/NQ-VHTC | March 30, 2023 | 1. The Board of Directors discussed and decided to change the time to hold the Annual General Meeting of Shareholders 2023. |
| 14 | 39/BB-VHTC  39/NQ-VHTC | April 11, 2023 | 1. The Board of Directors considered Proposal No. 1000/TTr-VHTC dated April 06, 2023 on approving the adjustment of the investment plan in 2023. 2. The Board of Directors considered Proposal No. 1056/TTr-VHTC dated April 10, 2023 on requesting for approval of the contractor selection plan for investment project of large capacity mining and transportation equipment. 3. The Board of Directors considered Proposal No. 1063/TTr-VHTC dated April 11, 2023 of the Manager on applying for extension of contract implementation time for Bidding Package No. 06: 01 mobile mist spraying system with spray radius of 150m, belongs to an investment project serving production in 2022. 4. The Board of Directors implemented management tasks. |
| 15 | 40/BB-VHTC  40/NQ-VHTC | May 04, 2023 | 1. The Board of Directors considered Proposal No. 1239/TTr-VHTC dated April 27, 2023 on approving the plan to rent screening equipment to process clean coal from both soil and coal sources in 2023. 2. The Board of Directors considered Proposal No. 1245/TTr-VHTC dated April 27, 2023 on requesting for approval of amendment and supplement to the regulations on materials management. 3. The Board of Directors considered Proposal No. 1264/TTr-VHTC dated April 27, 2023 on requesting for approval of amendment and supplement to the regulations on management and use of reward and welfare funds. 4. The Board of Directors implemented a number of company management tasks. |
| 16 | 41/BB-VHTC  41/NQ-VHTC | May 08, 2023 | 1. The Board of Directors considered Proposal No. 1318/TTr-VHTC dated May 05, 2023 of the Manager on requesting for approval of the contractor selection plan for the bidding package of renting equipment for clean coal processing from soil, rock and coal of Vinacomin - Ha Tu Coal JSC. 2. The Board of Directors considered Proposal No. 1265/TTr-VHTC dated April 24, 2023 of the Manager on applying for investment policy and supplementing the investment plan in 2023 for the investment project of fire prevention and fighting system of Screening Workshop at site +200 of Vinacomin - Ha Tu Coal JSC to report to TKV. 3. The Board of Directors implemented a number of company management tasks. |
| 17 | 42/BB-VHTC  42/NQ-VHTC | May 15, 2023 | 1. The Board of Directors considered the Report on the reviewing and supplementing results of leadership planning for the period 2020-2025 and 2025-2030 at the Company. |
| 18 | 43/BB-VHTC  43/NQ-VHTC | May 19, 2023 | 1. The Board of Directors considered Proposal No. 1395/TTr-VHTC dated May 12, 2023 on approving the adjustment of the contractor selection plan for the Feasibility Study Report on construction investment of open-pit mining project in Bac Bang Danh area. 2. The Board of Directors considered Proposal No. 1367/TTr-VHTC dated April 27, 2023 on requesting for approval of amendment and supplement to the regulations on materials management. 3. The Board of Directors considered Proposal No. 1460/TTr-VHTC dated May 17, 2023 on approving a number of financial targets in 2023. 4. The Board of Directors implemented management tasks and Meeting Minute of the Representative dated May 15, 2023:  * Official Dispatch No. 2163/TKV-KCM dated May 15, 2023 on waste dumping, backfilling, mine closure in Ha Tu and Nui Beo coal mine areas * Decision No. 651/QD-TKV dated May 15, 2023 on promulgating comprehensive program for savings and anti-wastefulness in 2023 |
| 19 | 44/BB-VHTC  44/NQ-VHTC | June 02, 2023 | 1. The Board of Directors considered Proposal No. 1586/TTr-VHTC dated May 30, 2023 on applying for investment policy and supplementing the investment plan in 2023 for the investment project of fire prevention and fighting system of of Screening Workshop under the open-pit mining project in Bac Bang Danh area of Vinacomin - Ha Tu Coal JSC. 2. The Board of Directors considered Proposal No. 1613/TTr-VHTC dated June 02, 2023 on requesting TKV to approve the content of returning land with an area of 31.8 m2 to implement the construction investment project: renovation and expansion of Xec Lo Route (section passing coal train line to 3 Xec Lo Bridge), Ha Tu Ward 3. The Board of Directors considered Proposal No. 1607/TTr-VHTC dated June 02, 2023 on applying for a policy to appoint and mobilize staff. 4. The Board of Directors implemented company management tasks. |
| 20 | 45/BB-VHTC  45/NQ-VHTC | June 16, 2023 | 1. The Board of Directors considered Proposal No. 1760/TTr-VHTC dated June 15, 2023 on requesting for approval of additional adjustments to the contractor selection plan for the open-pit mining project in Bac Bang Danh area (additional Bidding Package for preparing construction drawing design and estimating the fire prevention and fighting system of Screening Workshop). 2. The Board of Directors considered Proposal No. 1661/TTr-VHTC dated June 7, 2023 on approving the bonus fund of the manager. 3. The Board of Directors implemented company management tasks. |
| 21 | 46/BB-VHTC  46/NQ-VHTC | June 27, 2023 | 1. The Board of Directors considered Proposal No. 1903/TTr-VHTC dated June 27, 2023 on extension of contract implementation time for Bidding Package No. 06: 01 mobile mist spraying system with spray radius of 150m, belongs to an investment project serving production production in 2022 of Vinacomin - Ha Tu Coal JSC. 2. The Board of Directors considered the Proposal dated June 26, 2023 of the Company on staff going abroad. 3. The Board of Directors implemented management tasks. |
| 22 | 47/BB-VHTC  47/NQ-VHTC | July 07, 2023 | 1. The Board of Directors considered Proposal No. 1983/TTr-VHTC dated July 05, 2023 on approving the Feasibility Study Report of the investment project of large capacity mining and transportation equipment of Vinacomin - Ha Tu Coal JSC.; 2. The Board of Directors implemented management tasks. |
| 23 | 48/BB-VHTC  48/NQ-VHTC | July 07, 2023 | 1. The Board of Directors considered Proposal No. 1968/TTr-VHTC dated July 04, 2023 on approving he plan to hold the Extraordinary General Meeting of Shareholders 2023. |
| 24 | 49/BB-VHTC  49/NQ-VHTC | July 08, 2023 | 1. The Board of Directors considered Proposal No. 2001/TTr-VHTC dated July 07, 2023 on requesting for approval of the moving forward adjustment to investment plan in 2023 of Vinacomin - Ha Tu Coal JSC. |
| 25 | 50/BB-VHTC  50/NQ-VHTC | July 14, 2023 | 1. The Board of Directors considered Proposal No. 2016/TTr-VHTC dated July 10, 2023 on approving the contractor selection plan for the investment project serving production of the Company in 2023. 2. The Board of Directors considered Proposal No. 2080/TTr-VHTC dated July 14, 2023 of the Manager on supplementing registration fees belonging to other costs of the open-pit mining project in Bac Bang Danh area. 3. The Board of Directors implemented management tasks. |
| 26 | 52/BB-VHTC  52/NQ-VHTC | July 31, 2023 | 1. The Board of Directors considered Proposal No. 1271/QD-TKV dated July 28, 2023 of Vietnam National Coal and Mineral Industries Group - Vinacomin’s Board of Members on the personnel change of the Capital Representative and TKV Representative participating in Vinacomin - Ha Tu Coal JSC’s Board of Directors. 2. The Board of Directors considered the resignation application of Tran The Thanh, Chair of Vinacomin - Ha Tu Coal JSC’s Board of Directors. 3. The Board of Directors introduced personnel to elect for mid-term members of the Board of Directors. |
| 27 | 53/BB-VHTC  53/NQ-VHTC | August 01, 2023 | 1. The Board of Directors considered documents and implemented the invitation to the Extraordinary General Meeting of Shareholders 2023. 2. The Board of Directors implemented management tasks. |
| 28 | 54/BB-VHTC  54/NQ-VHTC | August 11, 2023 | 1. The Board of Directors considered Proposal No. 2305/TTr-VHTC dated August 08, 2023 of the Manager on approving the volume and estimate of the plan to outsource the processing of waste sludge, mixed soil, and waste stone residue in Nam Lo Phong area. 2. The Board of Directors implemented management tasks. |
| 29 | 55/BB-VHTC  55/NQ-VHTC | August 23, 2023 | 1. The Board of Directors met to elect Chair of the Board of Directors for term IV (2022- 2027) 2. The Board of Directors considered the Draft of the Decision on assigning duties to the members of the Board of Directors for the term IV (2022-2027). |
| 30 | 56/BB-VHTC  56/NQ-VHTC | August 23, 2023 | 1. The Board of Directors considered Proposal No. 2422/TTr-VHTC dated August 18, 2023 of the Manager on requesting for approval of the volume and estimate of the plan to outsource the processing of waste sludge, mixed soil, and waste stone residue in Nam Lo Phong area. 2. The Board of Directors considered Proposal No. 2426/TTr-VHTC dated August 18, 2023 on approving the cost estimate of additional registration fees belonging to other costs of the Bac Bang Danh mining project. 3. The Board of Directors considered Proposal No. 2458/TTr-VHTC dated August 22, 2023 on requesting for approval of amendment and supplement to regulations on emulation and rewards in Vinacomin - Ha Tu Coal JSC. 4. The Board of Directors implemented management tasks. |
| 31 | 57/BB-VHTC  57/NQ-VHTC | September 27, 2023 | 1. The Board of Directors considered Proposal No. 2744/TTr-VHTC dated September 19, 2023 on approving the adjustment of construction location in Bidding Package No. 07: Automatic car wash station under the investment project serving production in 2022. 2. The Board of Directors considered Proposal No. 2863/TTr-VHTC dated September 27, 2023 on reviewing and supplementing management staff planning for the period 2020-2025 and 2025-2030. 3. The Board of Directors considered Proposal No. 2725/TTr-VHTC dated September 18, 2023 on requesting the Board of Directors to submit to TKV the investment plan in 2024. 4. The Board of Directors considered Proposal No. 2861/TTr-VHTC dated September 26, 2023 on stopping investment in centralized monitoring and control automation systems. 5. The Board of Directors implemented management tasks. |
| 32 | 58/BB-VHTC  58/NQ-VHTC | October 06, 2023 | 1. The Board of Directors considered Proposal No. 2935/TTr-VHTC dated April 04, 2023 of the Manager on requesting for approval of additional lists and transactions between the Company and affiliated businesses and persons. |
| 33 | 59/BB-VHTC  59/NQ-VHTC | October 18, 2023 | 1. The Board of Directors considered Proposal No. 3039/TTr-VHTC dated October 12, 2023 on resigning from the position of Mine Executive Manager. 2. The Board of Directors implemented management tasks. |
| 34 | 60/BB-VHTC  60/NQ-VHTC | November 08, 2023 | 1. The Board of Directors considered Proposal No. 3214/TTr-VHTC dated October 31, 2023 of the Manager on approving the output plan to outsource some key stages for coal production and consumption in 2024. 2. The Board of Directors considered Proposal No. 3261/TTr-VHTC dated November 03, 2023 on adjusting the contractor selection plan for Bidding Packages No. 02, 04, 07 serving production in 2023; 3. The Board of Directors considered Proposal No. 3268/TTr-VHTC dated November 03, 2023 on applying for a reappointment policy of Deputy Manager for Mr. Lam Anh Tuan. 4. The Board of Directors considered Proposal No. 3272/TTr-VHTC dated November 06, 2023 on sending Mr. Lam Anh Tuan to Japan. |
| 35 | 61/BB-VHTC  61/NQ-VHTC | November 20, 2023 | 1. The Board of Directors considered Proposal No. 3391/TTr-VHTC dated November 17, 2023 of the Manager on applying for extension of contract implementation time for Bidding Package No. 54: Cars with a load capacity of 21-27 tons (07 vehicles), belonging to the open-pit mining project in Bac Bang Danh area of Vinacomin - Ha Tu Coal JSC. |
| 36 | 62/BB-VHTC  62/NQ-VHTC | December 12, 2023 | 1. The Board of Directors considered Proposal No. 3588/TTr-VHTC dated December 08, 2023 of the Manager on adjusting the contractor selection plan for Bidding Packages No. 02, 03 and supplementing registration fees belonging to the investment project in large-capacity mining and transportation equipment.  2. The Board of Directors considered Proposal No. 3559/TTr-VHTC dated December 78, 2023 of the Manager on adjusting and supplementing the contractor selection plan for the open-pit mining project in Bac Bang Danh area (additional package of fire prevention and fighting system for Screening Workshop) |
| 37 | 63/BB-VHTC  63/NQ-VHTC | December 19, 2023 | 1. The Board of Directors considered Proposal No. 3666/TTr-VHTC dated December 18, 2023 on implementing the reappointment process of Deputy Manager. |
| 38 | 64/BB-VHTC  64/NQ-VHTC | December 21, 2023 | 1. The Board of Directors considered the Proposal dated December 19, 2023 of the Manager on the implementing results of the Deputy Manager reappointment process. 2. The Board of Directors implemented management tasks. |
| 39 | 65/BB-VHTC  65/NQ-VHTC | December 28, 2023 | 1. The Board of Directors considered Proposal No. 3768/TTr-VHTC dated December 25, 2023 of the Manger on reviewing, evaluating, and ranking staff in 2023 (Department Head and Manager levels). 2. The Board of Directors considered Proposal No. 3765/TTr-VHTC dated December 25, 2023 of the Manager on approving the adjusted investment plan 2023 3. The Board of Directors considered Proposal No. 3764/TTr-VHTC dated December 25, 2023 of the Manager on the internal audit plan for 2024 4. The Board of Directors considered Proposal No. 3815/TTr-VHTC dated December 27, 2023 of the Manager on approving the 2024 Investment Plan 5. The Board of Directors implemented management tasks. |
|  | Board Decision |  |  |
| 1 | 191/QD-VHTC | January 17, 2023 | Decision on adjusting the plan for some production and business targets in 2022 |
| 2 | 192/QD-VHTC | January 17, 2023 | Decision on the establishment of the Organizing Committee for the Annual General Meeting of Shareholders 2023 |
| 3 | 193/QD-VHTC | January 18, 2023 | Decision on temporarily approving the plan for key targets in 2023 |
| 4 | 268/QD-VHTC | February 01, 2023 | Decision on reappointing Mr. Tran Quoc Toan as the Deputy Manager of the Company |
| 5 | 277/QD-VHTC | February 03, 2023 | Decision on approval of investment plan for 2023 |
| 6 | 322/QD-VHTC | February 08, 2023 | Decision on Decision on temporarily approving the plan for key targets in 2023 (replacing Decision No. 193) |
| 7 | 507/QD-VHTC | February 27, 2023 | Decision on approving adjustments to the contractor selection plan for package No. 1 under the plan to outsource soil and rock transportation for the period 2023-2025 |
| 8 | 538/QD-VHTC | February 28, 2023 | Decision on reappointing Mr. Nguyen Quang Quang as the Deputy Manager |
| 9 | 540/QD-VHTC | February 28, 2023 | Decision on continuing to assign duties as Acting Manager of the Company |
| 10 | 580/QD-VHTC | March 03, 2023 | Decision on approving investment projects in large-capacity mining and transportation equipment |
| 11 | 796/QD-VHTC | March 20, 2023 | Decision on approving the planning of leadership positions of the Company in 2020-2025 (after additional review) |
| 12 | 797/QD-VHTC | March 20, 2023 | Decision on approving planning for leadership positions in 2025-2030 |
| 13 | 800/QD-VHTC | March 20, 2023 | Decision on approving the adjustment to move the adjusted 2023 investment plan (contingency) to official (new construction project) for investment projects in large capacity mining and transportation equipment |
| 14 | 827/QD-VHTC | March 23, 2023 | Decision on approving the estimated plan for renting equipment for screening and processing clean coal from mixed soil, rock and coal sources in 2023 |
| 15 | 856/QD-VHTC | March 24, 2023 | Decision on approving the contractor selection plan for the bidding package under the plan to rent screening equipment to process clean coal from mixed soil, rock and coal sources in 2023 |
| 16 | 857/QD-VHTC | March 24, 2023 | Decision on salary increase for company managers |
| 17 | 896/QD-VHTC | March 29, 2023 | Decision on promulgation of list of equivalent titles and positions in the Company |
| 18 | 930/QD-VHTC | March 31, 2023 | Decision on approving the salary fund to be implemented in 2022 |
| 19 | 1110/QD-VHTC | April 13, 2023 | Decision on adjusting investment plan for 2023 |
| 20 | 1170/QD-VHTC | April 19, 2023 | Decision on approving the contractor selection plan for the investment project in large capacity transportation equipment |
| 21 | 1333/QD-VHTC | May 05, 2023 | Decision on approving the plan to rent screening equipment and some steps to process clean coal from screening residue |
| 22 | 1358/QD-VHTC | May 08, 2023 | Decision on approving the 2023 production and business plan |
| 23 | 1359/QD-VHTC | May 08, 2023 | Decision on approving the plan to select a contractor for the package under the plan to rent screening equipment and a number of stages to process clean coal from screening residue |
| 24 | 1375/QD-VHTC | May 09, 2023 | Decision on amending and supplementing regulations on materials management |
| 25 | 1376/QD-VHTC | May 09, 2023 | Decision on promulgating regulations on management of reward funds and welfare funds |
| 26 | 1409/QD-VHTC | May 11, 2023 | Decision on the dividend payment in 2022 |
| 27 | 1530/QD-VHTC | May 18, 2023 | Decision on approving adjustments to the contractor selection plan for Bac Bang Danh project bidding packages (14, 41, 25) |
| 28 | 1531/QD-VHTC | May 18, 2023 | Decision on amending and supplementing the Regulations on labor management, wages and income |
| 29 | 1578/QD-VHTC | May 23, 2023 | Decision on assigning financial targets for 2023 |
| 30 | 1902/QD-VHTC | June 16, 2023 | Decision on approving additional adjustments to the plan for selecting contractors for the BBD exploitation project (additional bidding package for preparing construction drawing design and estimate of the screening workshop fire protection system) |
| 31 | 1931/QD-VHTC | June 20, 2023 | Decision on rewarding the Managers |
| 32 | 2013/QD-VHTC | June 28, 2023 | Decision on employees going abroad |
| 33 | 2144/QD-VHTC | July 07, 2023 | Decision on approving investment projects for production in 2023 |
| 34 | 2153/QD-VHTC | July 07, 2023 | Decision on the establishment of a committee for steering and organizing the Extraordinary General Meeting of Shareholders |
| 35 | 2155/QD-VHTC | July 08, 2023 | Decision on approving to forward the construction investment plan in 2023 |
| 36 | 2292/QD-VHTC | July 17, 2023 | Decision on approving the Plan to select contractors for investment projects serving production in 2023 |
| 37 | 2599/QD-VHTC | August 11, 2023 | Decision on approving the estimate and volume of plan to outsource the processing of waste sludge, mixed soil, and stone residue in the Nam Lo Phong area |
| 38 | 2715/QD-VHTC | August 23, 2023 | Decision on assignment of duties to members of the Board of Directors term IV |
| 39 | 2766/QD-VHTC | August 23, 2023 | Decision on approving the cost estimate of additional registration fees, belonging to the open-pit mining project in Bac Bang Danh area |
| 40 | 2768/QD-VHTC | August 28, 2023 | Decision on promulgating Regulations on emulation and rewards |
| 41 | 3367/QD-VHTC | October 18, 2023 | Decision on resignation from the position of Executive Manager of the mine |
| 42 | 3605/QD-VHTC | November 08, 2023 | Decision on the termination of duties as a member of the appraisal and verification team under the Board of Directors for Ms. Dang Thi Nga |
| 43 | 3606/QD-VHTC | November 08, 2023 | Decision on approving the output plan to outsource a number of key stages serving production and sale of coal in 2024 |
| 44 | 3603/QD-VHTC | November 08, 2023 | Decision on approving the adjustment of the contractor selection plan for bidding packages No. 02, 04, 07 under the investment project for production in 2023 |
| 45 | 3604/QD-VHTC | November 08, 2023 | Decision on stopping the investment project in centralized monitoring and control automation system of the Company |
| 46 | 4025/QD-VHTC | December 12, 2023 | Decision on approving the adjustment of the contractor selection plan for bidding packages No.: 02 and 03 and additional registration fee costs, belonging to the investment project in large-capacity mining and transportation equipment |
| 47 | 4026/QD-VHTC | December 12, 2023 | Decision on approving additional adjustments to the contractor selection plan for the open mining project in Bac Bang Danh area (additional package of fire prevention and fighting system for screening workshop) |
| 48 | 4295/QD-VHTC | December 28, 2023 | Decision on approving the adjusted investment plan for 2023 |
| 49 | 4296/QD-VHTC | December 28, 2023 | Decision on approving the investment plan 2024 |
| 50 | 4297/QD-VHTC | December 28, 2023 | Decision on promulgating the Internal Audit Plan for 2024 |
| 51 | 4423/QD-VHTC | December 29, 2023 | Decision on approving a number of targets of the production and business plan in 2024 |

Appendix 3:

Transactions between the Company and major shareholders & transactions between the Company and companies in which members of the Board of Directors and the Supervisory Board are members of the Board of Directors and the Supervisory Board for the past 3 years.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| No. | Name of individual/institution | Relations with the Company | NSH No.\*, date of issue, place of issue | Head office address/Contact address | Time of transaction with the Company | General Mandate/Decision of the General Meeting of Shareholder No. or Board Resolution/Decision No. (including date of promulgation, if any) | Content, quantity, total value of transaction | Notes |
| 1 | Vietnam National Coal - Mineral Industries Holding Corporation Limited. (Including the Branches of the Corporation such as: Vinacomin-Hon Gai Coal Selection Company; Vinacomin - Cam Pha Port and Logistics Company; Vinacomin - Environment Company Limited) | Major shareholder | Business code: 5700100256 Hanoi Authority for Planning & Investment | No. 226 Le Duan Street, Dong Da District, Hanoi | From 2022 until there are changes | No. 01/NQ-DHDCD dated May 08, 2023 | The contract is in principle and has no specific value. For contracts/transactions with specific value, the value of the contract must be less than 35% of the total value of the Company's assets in the most recent Financial Statements. Coal sales contracts in 2023 reach VND 4.3 trillion | Vietnam National Coal - Mineral Industries Holding Corporation Limited owns 65% of the Charter capital of the Company |
| 2 | Vinacomin - Materials Joint Stock Company (Hon Gai Materials Enterprise) | Have the same Chair of the Board of Directors | Business code: 5700100707 issued on June 25, 2010; Department of Planning and Investment of Quang Ninh. | Group 1, Zone 2, Hong Ha Ward, Ha Long City, Quang Ninh Province | From 2023 until there are changes | No. 26/NQ-VHTC dated January 17, 2023 | The principle fuel purchase and sale contract implemented in 2023 is VND 415.6 billion. Buy and sell lubricants, grease, materials, total value of VND 23.1 billion |  |
| 3 | Vinacomin - Tourism & Trading Joint Stock Company | Have the same Chair of the Board of Directors, members of the Supervisory Board | Business code: 0100101298; November 01, 2004; Hanoi Authority for Planning & Investment | Viet A Tower, Duy Tan Street, Cau Giay District, Hanoi | From 2023 until there are changes | No. 26/NQ-VHTC dated January 17, 2023 | Serving workers' meals for 03 years: VND 100.2 billion  Purchase of tires and materials: VND 14.2 billion |  |
| 4 | Vinacomin Industry Investment Consulting Joint Stock Company | The Chair of the Board of Directors of the Company is also the Chair of the Board of Directors of this Company | Tax code: 0500237543 | 565 Nguyen Trai Street, Thanh Xuan Nam Ward, Thanh Xuan District, Hanoi | From 2023 until there are changes | No. 58/NQ-VHTC dated October 06, 2023 | (Vinacomin Industry Investment Consulting Joint Stock Branch, General Trade and Services and Construction Enterprise. Contract to purchase materials in 2023: VND 1 billion); |  |