**PTH: Annual Corporate Governance Report 2023**

On January 24, 2024, Ha Tay Petrolimex Transportation and Service Joint Stock Company announced Report No. 115/PTSHT-HDQT on the corporate governance of the Company in 2023 as follows:

Name of Company: Ha Tay Petrolimex Transportation and Service Joint Stock Company

Securities code: PTH

Head office address: Kml7, Highway 6, Dong Mai Ward, Ha Dong District, Hanoi

Tel: 024 33535228 fax: 024 33531214

Charter capital: VND 35,031,640,000

Corporate governance model: The General Meeting of Shareholders, the Board of Directors, the Supervisory Board and the Manager.

Internal audit execution: Unimplemented Not executed.

1. Activities of the General Meeting of Shareholders:

Information about the meetings and General Mandates/Decisions of the General Meeting of Shareholders:

|  |  |  |  |
| --- | --- | --- | --- |
| No. | General Mandates/Decisions of the General Meeting of Shareholders No. | Date  | Contents |
| 1 | 42/PTSHT-NQ-DHDCD | March 30, 2023 | Annual General Mandate 2023 |
| 2 | 71/NQ-DHDCD-PTSHT | December 21, 2023 | Extraordinary General Mandate on collecting shareholders' opinions via a ballot |

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

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Member of the Board of Directors | Position | Date of appointment/dismissal as member of the Board of Directors |
| Appointment date | Dismissal date |
| 1 | Le Tu Cuong | Chair | April 07, 2022 |  |
| 2 | Nguyen Tu Binh | Member | April 07, 2022 |  |
| 3 | Nguyen Tien Cuong | Member | April 07, 2022 |  |
| 4 | Vu Quang Tuan | Member | April 07, 2022 |  |
| 5 | Bui Trung Dinh | Member | April 07, 2022 |  |

1. Board Resolutions/Board Decisions in 2023:

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Board Resolution/Board Decision No. | Promulgation date | Contents |
| 1 | 38/QD-HDQT-PTSHT | January 05, 2023 | Approve the policy of the investment project to build the Company's head office  |
| 2 | 39/NQ-HDQT-PTSHT | February 09, 2023 | Board Resolution on the meeting on February 8, 2023 |
| 3 | 40/QD-HDQT-PTSHT | February 09, 2023 | Approve the hiring of legal consulting services on procedures for petroleum station construction investment projects |
| 4 | 41/QD-HDQT-PTSHT | February 09, 2023 | Approve the policy and investment estimate for 01 sitec car |
| 5 | 42/PTSHT-NQ-DHDCD | March 30, 2023 | Annual General Mandate 2023 |
| 6 | 43/QD-HDQT-PTSHT | March 31, 2023 | Approve the plan for 2023 |
| 7 | 44/QD-HDQT-PTSHT | March 31, 2023 | Approve settlement of investment of 1 sitec car |
| 8 | 45/NQ-HDQT-PTSHT | April 20, 2023 | Board Resolution of the meeting on April 20, 2023 |
| 9 | 46/QD-HDQT-PTSHT | April 25, 2023 | Approve the policy and investment estimate for 02 sitec car |
| 10 | 47/QD-HDQT-PTSHT | April 25, 2023 | Approve the technical and economic report of the company's head office construction project |
| 11 | 48/QD-HDQT-PTSHT | May 15, 2023 | Board Decision on paying rewards to individuals who received certificates of merit from Vietnam National Petroleum Group in 2022 |
| 12 | 49/QD-HDQT-PTSHT | June 30, 2023 | Approve the audit company for the Financial Statement 2023 |
| 13 | 50/QD-HDQT-PTSHT | July 17, 2023 | Approve salary increase for the Chair of the Board of Directors |
|  | 51/QD-HDQT-PTSHT | July 11, 2023 | Approve salary increase for the Company’s Manager |
|  | 52/QD-HDQT-PTSHT | July 12, 2023 | Board Decision on consolidating the Emulation and Commendation Council |
|  | 53/QD-HDQT-PTSHT | July 12, 2023 | Board Decision on consolidating the Salary Council |
|  | 54/QD-HDQT-PTSHT | July 11, 2023 | Board Decision on the salary increase for Mr. Trinh Tien Hoang according to labor contract |
|  | 55/NQ-HDQT-PTSHT | August 02, 2023 | Board Resolution on the meeting on August 2, 2023 |
|  | 56/NQ-HDQT-PTSHT | August 02, 2023 | Approve the policy and investment estimate for 01 sitec car |
|  | 57/NQ-HDQT-PTSHT | August 02, 2023 | Approve settlement of investment of 1 sitec car |
|  | 58/QD-HDQT-PTSHT | August 15, 2023 | Board Decision on establishing a Steering Committee to implement grassroots democracy regulations at the workplace |
|  | 59/QD-HDQT-PTSHT | August 15, 2023 | Board Decision on consolidating the Steering Committee for the implementation of the Anti-Corruption Law |
|  | 60/QD-HDQT-PTSHT | August 15, 2023 | Board Decision on consolidating the Steering Committee for the implementation of the Law on thrift practice against waste |
|  | 61/QD-HDQT-PTSHT | October 13, 2023 | Approve the staff planning of the Board of Directors of the Company for the period 2020-2026 |
|  | 62/QD-HDQT-PTSHT | July 11, 2023 | Approve the staff planning of the Board of Directors of the Company for the period 2026-2031 |
|  | 63/QD-HDQT-PTSHT | October 13, 2023 | Approve the policy and investment estimate for 05 sitec car |
|  | 64/QD-HDQT-PTSHT | October 13, 2023 | Approval of investment settlement for 01 tractor and semi-trailer |
|  | 65/NQ-HDQT-PTSHT | November 06, 2023 | Approve regulations on salaries, remunerations, and bonuses for managers and collecting shareholders’ opinions via a ballot |
|  | 66/QD-HDQT-PTSHT | November 06, 2023 | Board Decision on promulgating the regulations on salary, remuneration and bonus for managers. |
|  | 67/QD-HDQT-PTSHT | November 28, 2023 | Re-appoint the Head of Technical Management Department of the Company |
|  | 68/QD-HDQT-PTSHT | November 30, 2023 | Approve on the adjustments to transport wage unit prices |
|  | 69/NQ-HDQT-PTSHT | November 30, 2023 | Approve the content of collecting shareholders' opinions via a ballot; |
|  | 70/NQ-HDQT-PTSHT | December 28, 2023 | Approve the policy of signing a lease contract for Quat Dong Petroleum Station |
|  | 71/NQ-DHDCD-PTSHT | December 21, 2023 | Extraordinary General Mandate on collecting shareholders' opinions via a ballot |
|  | 72/PTSHT-BB-DHDCD | December 21, 2023 | Minutes to count the votes upon collecting shareholders' opinions via a ballot |
|  | 73/NQ-HDQT-PTSHT | December 27, 2023 | Board Resolution on approving the investment settlement for 05 sitec vehicles and the policy of leasing a factory block in area A |
|  | 74/QD-HDQT-PTSHT | December 27, 2023 | Approve settlement of investment of 05 sitec car |
|  | 75/QD-HDQT-PTSHT | December 29, 2023 | Re-appoint the Head of Organization and Administration Department |
|  | 76/QD-HDQT-PTSHT | December 29, 2023 | Dismiss the Branch Manager |
|  | 77/QD-HDQT-PTSHT | December 29, 2023 | Appoint the Branch Manager |

1. The Supervisory Board:
	1. Information about the members of the Supervisory Board:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Member of the Supervisory Board | Position | Date of appointment | Qualification |
| 1 | Duong Tu Oanh | Chief | April 07, 2022 | Bachelor of Economics majoring in Commercial Enterprise Accounting |
| 2 | Ngo Ngoc Vinh | Member | March 31, 2017 | Bachelor of Economics in Business Administration and Finance |
| 3 | Hoang Duc Dien | Member | April 07, 2022 | Automotive Mechanical Engineer |

1. The Executive Board

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Member of the Executive Board | Date of birth | Qualification | Appointment date |
| 1 | Nguyen Tu Binh | January 07, 1971 | Bachelor of Planning Economics | September 18, 2020 |
| 2 | Nguyen Tien Cuong | May 03, 1973 | Bachelor of Business Administration | January 1 ,2011 |
| 3 | Do Van Dinh | October 29, 1972 | Bachelor of Business Administration | June 01, 2022 |
| 4 | Le Hong Ta | July 24, 1973 | Bachelor of Business Administration | June 01, 2022 |

1. The Chief Accountant

|  |  |  |  |
| --- | --- | --- | --- |
| Full name | Date of birth | Qualification | Appointment date |
| Ngo Thi Vui | November 03, 1973 | Bachelor of Economics, majoring in Enterprise Accounting | May 01, 2016 |

1. Training on corporate governance:
2. List of affiliated persons of the Company:
3. Transactions between the Company and affiliated person of the Company

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| No. | Name of organization/individual | Relations with the Company | Business Registration Certificate No., Date of issue, Place of issue | Headquarters address | Time of transaction | Approved General Mandate/Decision of the General Meeting of Shareholders No. or Board Resolution/Board Decision No. | Content, quantity, total value of transaction | Note |
| 1 | Petrolimex Transportation Services Corporation | Holding Company | 0108005532 Date of issue: September 29, 2017 Place of issue: Hanoi Authority for Planning and Investment | No. 229 Tay Son Street, Dong Da District, Hanoi | In 2023 | Annual General Mandate No. 42/PTSHT-NQ-DHDCD dated March 30, 2023 | The Company purchased 31,435 cubic meters of petroleum, with the total value of VND 659,545 million | The Holding Company |

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 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, ...) |
| Number of shares | Rate (%) | Number of shares | Rate (%) |
| 1 | Le Hong Ta |  | 65,712 | 1.88 | 1,817 | 0.05 | Buy 4,105 shares, Sell 68,000 shares |
| 2 | Le Tu Cuong |  | 72,211 | 2.06 | 106,211 | 3.03 | Buy 34,000 shares |
| 3 | Nguyen Tu Binh |  | 76,147 | 2.17 | 110,147 | 3.14 | Buy 34,000 shares |
| 4 | Chu Duc Hau |  | 1,090 | 0.03 | 0 | 0 | Sell 1,090 shares |

IX. Other noticeable issues: None.