**MDF: Annual Corporate Governance Report 2023**

On January 24, 2024, MDF VRG Quang Tri Wood Joint Stock Company announced Report No. 35/BC-MDFQT on corporate governance 2023 as follows:

* Name of Company: MDF VRG Quang Tri Wood Joint Stock Company
* Head office address: Quan Ngang Industrial Park - Gio Linh District - Quang Tri Province.
* Tel: (053) 3 568 387; (053) 3 566 978 Fax: (053) 3 560 482
* Email: [mdfquangtri@mdfquangtri.vn](mailto:mdfquangtri@mdfquangtri.vn)
* Charter capital: VND 551,135,950,000
* Securities code: MDF
* Corporate Governance Model: The General Meeting, Board of Directors, Supervisory Board and Managing Director.
* Internal audit: Implemented.

1. Activities of the General Meeting:

Information about the meetings and General Mandates/Decisions of the General Meeting (including General Mandates approved by collecting shareholders' ballots)

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| --- | --- | --- | --- |
| No. | General Mandate/Decision of the General Meeting | Date | Contents |
| 1 | 01/NQ-DHDCD.MDFQT | June 14, 2023 | Annual General Mandate 2023 |
| 2 | 02/NQ-DHDCD.MDFQT | November 30, 2023 | Extraordinary General Mandate 2023 |

II. Board of Directors (2023):

1 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. Do Huu Phuoc | Chair of the Board of Directors | September 06, 2022 |  |
| 2 | Mr. Pham Van Hoi Em | Non-executive member of the Board of Directors | September 06, 2022 |  |
| 3 | Mr. Cao Thanh Nam | Member of the Board of Directors cum Managing Director | June 27, 2020 | November 30, 2023 |
| 4 | Mr. Huynh Duy Hien | Non-executive member of the Board of Directors | June 27, 2020 |  |
| 5 | Mr. Nguyen Chon Bien | Non-executive member of the Board of Directors | June 27, 2020 |  |

1. Board Resolutions/Board Decisions (2023):

In 2023, the Company’s Board of Directors promulgated Resolutions and Decisions as follows:

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| --- | --- | --- | --- |
| No. | Board Resolution/Board Decision | Date | Contents |
| 1 | 02/NQ-HDQT.MCFQT | February 11, 2023. | Regular Meeting of the Board of Directors in 2023 |
| 2 | 03/NQ-HDQT.MCFQT | February 11, 2023. | Procurement Plan 2023 |
| 3 | 04/NQ-HDQT.MCFQT | April 04, 2023 | Realized salary fund in 2022 and Labor plan 2023 |
| 4 | 05/NQ-HDQT.MCFQT | April 13, 2023 | Extend the time to organize the Annual General Meeting 2023 |
| 5 | 06/NQ-HDQT.MCFQT | April 25, 2023 | Organize the Annual General Meeting 2023 |
| 6 | 07/NQ-HDQT.MCFQT | June 02, 2023 | Regular Meeting of the Board of Directors in 2023 |
| 7 | 08/NQ-HDQT.MCFQT | June 02, 2023 | Regular Meeting of the Board of Directors in 2023 |
| 8 | 09/NQ-HDQT.MCFQT | June 02, 2023 | Agree to appoint the position of Deputy Managing Director |
| 9 | 10/NQ-HDQT.MCFQT | August 15, 2023. | Dismiss the position of Managing Director and assign to be in charge of operating the Company |
| 10 | 11/NQ-HDQT.MCFQT | August 18, 2023. | Regular Meeting of the Board of Directors in 2023 |
| 11 | 12/NQ-HDQT.MCFQT | October 13, 2023 | Organize the Extraordinary General Meeting 2023. |
| 11 | 13/NQ-HDQT.MCFQT | December 24, 2023 | Regular Meeting of the Board of Directors in 2023 |
| 12 | 02A/QD-HDQT.MDFQT | January 12, 2023. | Decision on approving the technical and economic report, contractor selection plan for the project: Vapor extraction system for line press 1 |
| 13 | 04/QD-HDQT.MDFQT | February 11, 2023. | Decision on promulgating Regulations on purchasing wood materials |
| 14 | 05/QD-HDQT.MDFQT | February 11, 2023. | Decision on promulgating the Organization and Operational Regulations of the Internal Supervisory Subcommittee |
| 15 | 06/QD-HDQT.MDFQT | February 11, 2023. | Decision on establishing the Internal Audit Subcommittee |
| 16 | 07/QD-HDQT.MDFQT | February 11, 2023. | Decision on the approval of the procurement plan for 2023 |
| 17 | 10/QD-HDQT.MDFQT | March 30, 2023 | Decision on approving the technical and economic report of the project: Renovating and adding fire protection system to MDF line 1 |
| 18 | 12/QD-HDQT.MDFQT | April 12, 2023 | Decision on approving the contractor selection plan for the project: Renovating and adding fire protection system to MDF line 1 |
| 19 | 26/QD-HDQT.MDFQT | June 17, 2023. | Decision on approving the Audit contractor selection plan to review the first 6 months of 2023 and audit the Financial Statements 2023 |
| 20 | 27/QD-HDQT.MDFQT | June 23, 2023. | Decision on approving the contractor selection results: Auditors review Financial Statements for the first 6 months of 2023 and audit 2023 Financial Statements |
| 21 | 32/QD-HDQT.MDFQT | August 15, 2023. | Decision on the dismissal of the position of the Company’s Managing Director |
| 22 | 33/QD-HDQT.MDFQT | August 15, 2023. | Decision on assigning to be in charge of operating the Company |
| 23 | 42/QD-HDQT.MDFQT | December 08, 2023 | Decision approving design and contractor selection plan to add items to renovate water supply lake (1000m3) |
| 23 | 45/QD-HDQT.MDFQT | December 29, 2023 | Decision on the approval of the procurement plan for 2024 |

1. Supervisory Board (in 2023)
2. Information about members of the Supervisory Board

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| --- | --- | --- | --- | --- |
| No. | Member of the Supervisory Board | Position | Date of appointment/dismissal as member of the Supervisory Board | Qualification |
| 1 | Mr. Le Chien Sy | Chief of the Supervisory Board | June 27, 2020 | Bachelor in Economics |
| 2 | Mr. Nguyen Hong Minh | Member of the Supervisory Board | June 27, 2020 | Bachelor in Economics |
| 3 | Mr. Nguyen Huu Trung | Member of the Supervisory Board | June 27, 2020 | Bachelor in Economics |

1. Executive Board:

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| --- | --- | --- | --- | --- |
| No. | Members of the Executive Board | Date of birth | Qualification | Date of appointment/dismissal as member of the Executive Board |
| 1 | Mr. Cao Thanh Nam | December 10, 1965 | Forest Product Engineer | * Appointment: October 14, 2020 * Dismissal: August 15, 2023 |
| 2 | Mr. Nguyen Van Cong | February 08, 1964. | Bachelor in Economics | * Appointment: September 08, 2009 |
| 3 | Mr. Ho Nghia An | October 18, 1980 | Bachelor in Economics | * Appointment: May 12, 2022. * Deputy Managing Director-cum-Person in charge of operations from August 15, 2023 |

1. Chief Accountant:

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| --- | --- | --- | --- |
| Full name | Date of birth | Qualification | Date of appointment/dismissal |
| Mr. Nguyen Manh Cuong | April 25, 1974 | Bachelor in Economics | September 01, 2009. |

1. Training on corporate governance: None.
2. List of related persons of the public company (2023) and transactions between related persons of the Company and the Company itself:
3. Transactions between the Company and related persons of the Company, or between the Company and major shareholders, PDMR, or related persons of PDMR: None
4. Transactions between Company’s PDMR, related persons of PDMR and subsidiaries, companies under the authority of the Company: None
5. Transactions between the Company and other entities: None
6. Share transactions of PDMR and related persons of PDMR:
7. Transactions of PDMR and related persons related to the Company’s shares: None.
8. Other significant issues: None.