**TAN: Annual Corporate Governance Report 2023**

On January 25, 2024, Thuan An Coffee Joint Stock Company announced Report No. 01/BC-TAN on the corporate governance in 2023 as follows:

* Name of company: Thuan An Coffee Joint Stock Company
* Head office address: Thuan Son Village, Thuan An Commune, Dak Mil District, Dak Nong Province.
* Tel: (0261) 3747 053; Fax: Email: Motlv@ttgroup.com.vn
* Charter capital: VND 16,136,900,000
* Securities code: TAN
* Corporate governance model: The General Meeting of Shareholders, the Board of Directors, the Supervisory Board and the Chair of the Board of Directors/Manager.
* Internal audit execution: Implemented

1. Activities of the General Meeting of Shareholders:

Information about Meetings and General Mandates/Decisions of the General Meeting of Shareholders (including General Mandates approved by collecting shareholders' opinions via a ballot):

|  |  |  |  |
| --- | --- | --- | --- |
| No. | General Mandates/Decisions of the General Meeting of Shareholders No. | Date | Content |
| 1 | 03/2023/NQ-HDQT | April 14, 2023 | General Mandate of Thuan An Coffee Joint Stock Company |

1. The Board of Directors: Annual Report 2023
2. Information on 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 | Mr. Nguyen Ngoc Nghi | Chair of the Board of Directors | July 18, 2019 |  |
| 2 | Mr. Le Van Mot | Member of the Board of Directors - Manager of the Company | July 18, 2019 |  |
| 3 | Ms. Trinh Thi Mai Dung | Member of the Board of Directors | June 27, 2020 |  |

1. Board Resolutions/Board Decisions in 2023:

|  |  |  |  |
| --- | --- | --- | --- |
| No. | General Mandate/Decision No. | Date | Content |
| 1 | 01/2023/NQ-HDQT | January 10, 2023 | On agreeing on subsidizing to organize the program "Tet of Love - spreading love" in Dak Nong province in 2023 and display fireworks on New Year's Eve in 2023. |
| 2 | 02/2023/NQ-HDQT | March 22, 2023 | Board Resolution on holding the Annual General Meeting of Shareholders 2023 |
| 3 | 03/2023/NQ-HDQT | April 14, 2023 | On the Annual General Mandate 2023 |
| 4 | 04/2023/NQ-HDQT | July 3, 2023 | On the Lunar New Year bonus in the year of the Cat for employees of Thuan An Coffee Joint Stock Company |
| 5 | 01/2023/QD-HDQT | April 04, 2023 | On establishing the Organizing Committee of the Annual General Meeting of Shareholders 2023 |
| 6 | 02/2023/QD-HDQT | April 04, 2023 | On establishing the Shareholder's Eligibility Verification Committee of the Annual General Meeting of Shareholders 2023. |
| 7 | 03/2023/QD-HDQT | April 04, 2023 | On promulgating the working regulations of the Annual General Meeting of Shareholders in 2023 |
| 8 | 04/2023/QD-HDQT | June 16, 2023 | On raising salary grade for the Chief Accountant |
| 9 | 05/2023/NQ-HDQT | September 16, 2023 | On the dividend payment in cash in 2022 |
| 10 | 06/2023/NQ-HDQT | September 28, 2023 | On the extension of dividend payment in cash in 2022 |
| 11 | 07/2023/NQ-HDQT | October 6, 2023 | Approve the policy of the People's Committee on recovering about 12,815.9 m2 and assets on land to implement the project: National Road 14 connects Duc Minh - Thuan An inter-commune road (phase 1) |
| 12 | 08/2023/NQ-HDQT | November 29, 2023 | Approve the selection of audit company |

1. The Supervisory Board (in 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 | Professional Qualification |
| 1 | Mr. Ngo Hong Minh | Chief | July 18, 2019 | Bachelor |
| 2 | Mr. Nguyen Anh Tuan | Member | July 18, 2019 | Bachelor |
| 3 | Mr. To Manh Ha | Member | April 28, 2021 | Master of Business Administration |

1. The Executive Board:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Members of the Executive Board | Date of birth | Professional Qualification | Date of appointment/dismissal as member of the Executive Board |
| 1 | Mr. Le Van Mot | February 12, 1978 | Master of Public Administration | July 18, 2019 |

1. The Chief Accountant:

|  |  |  |  |
| --- | --- | --- | --- |
| Full name | Date of birth | Professional Qualification | Date of appointment/dismissal |
| Ms. Le Thi Dinh | June 10, 1985 | Bachelor of Accounting | March 10, 2021 |

1. Training on corporate governance:
2. List of affiliated person of the public Company and transactions between the affiliated person 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 the Company’s PDMR, affiliated persons of PDMR and subsidiaries, companies controlled by the 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 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 (03) years (as at the time of reporting): None.
   2. Transactions between the Company and companies where the affiliated people 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 (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 of PDMR and PDMR’s affiliated persons
7. Company’s share transaction of PDMR and affiliated persons

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| No. | Transaction conductor | Position at the Company | 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, etc.) |
| Number of shares | Rate | Number of shares | Rate |
| 1 | Le Van Mot | Member of the Board of Directors – Manager of the Company | 0 | 0% | 177,600 | 11.005831% | Financial investment |
| 2 | Le Thi Dinh | Chief Accountant | 1,700 | 0.105349% | 0 | 0 | Solve personal financial problem |

1. Other significant issues: None.