**HPT: Annual Corporate Governance 2023**

On January 26, 2024, HPT Vietnam Corporation announced Report No. 23/24/CV-HPT on corporate governance in 2023 as follows:

* Name of public company: HPT Vietnam Corporation
* Headquarters address: Lot E2a-3, Street D1, High-Tech Park, Long Thanh My Ward, Thu Duc City, Ho Chi Minh City
* Securities code: HPT Exchange: UPCOM
* Charter capital: VND 100,659,600,000
* Tel: 028 - 38 266 206
* Securities code: PIC HPT Email: lnfo@hpt.vn
* Corporate governance model: The General Meeting, the Board of Directors, the Supervisory Board and the Board of Management.
* Internal audit execution: not executed (HPT is not the subject to mandatory internal audit execution as prescribed in Article 10 of Decree No. 05/2019/ND-CP on internal audit execution)

1. Activities of the General Meeting

Information about meetings and General Mandates/Decisions of the General Meeting (including General Mandates approved by collecting opinions via a ballot)

|  |  |  |  |
| --- | --- | --- | --- |
| No. | General Mandate/Decision of the General Meeting | Date | Contents |
| 1 | 200723/NQ-HPT | July 20, 2023 | Annual General Mandate 2023 |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Members of the Board of Directors | Position (independent member of the Board of Directors, non-executive member of the Board of Directors) | Date of appointment/dismissal as members/independent members of the Board of Directors | |
| Appointment date | Dismissal date |
| 1 | Mr. Ngo Vi Dong | Non-executive Chair of the Board of Directors | July 20, 2023 (\*) |  |
| 2 | Mr. Dinh Ha Duy Trinh | Non-executive Deputy Chair of the Board of Directors | July 20, 2023 |  |
| 3 | Mr. Dinh Ha Duy Linh | Executive Deputy Chairman of the Board of Directors | July 20, 2023 |  |
| 4 | Mr. Nguyen Duc Tien | Member of Board of Directors (Independent member of the Board of Directors, non-executive member of the Board of Directors) | July 20, 2023 |  |
| 5 | Ms. Han Nguyet Thu Huong | Member of the Board of Directors (Non-executive) | July 20, 2023 |  |
| 6 | Mr. Tran Anh Hoang | Member of Board of Directors (Independent member of the Board of Directors, non-executive member of the Board of Directors) | July 20, 2023 |  |
| 7 | Mr. Nguyen Quyen | Executive member of the Board of Directors | July 20, 2023 |  |

(\*) as from the date the members of the Board of Directors and Supervisory Board were elected by the Meeting for the current term 2023-2028

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Board Resolution/ Board Decision | | Date | Contents |
| 1 | 19/23/NQ/HPT | | May 19, 2023 | Convene the Annual General Meeting 2023 |
| 2 | | 22/23/NQ-HDQT. | August 21, 2023 | Dividend payment in 2022 at the rate of 11% by shares |
| 3 | | 30-23/NQ-HDQT | November 07, 2023 | Appoint Pham Minh Cuong as Deputy Managing Director |
| 4 | | 31-23/QDBN-HDQT | November 07, 2023 | Appoint Nguyen Thanh Nam as Deputy Managing Director |
| 5 | | 32-23/QDBN-HDQT | November 07, 2023 | Appoint Nguyen Viet Anh as Deputy Managing Director |

1. 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 Hoang Yen | Chief of the Supervisory Board | July 20, 2023 (\*) | Bachelor in Business Administration |
| 2 | Mr. Le Nhut Hoang Nam | Member of the Supervisory Board | July 20, 2023 | Bachelor in Information Technology |
| 3 | Ms. Huynh Thi Thanh Nga | Member of the Supervisory Board | July 20, 2023 | Bachelor in Foreign Trade |

(\*) as from the date the members of the Board of Directors and Supervisory Board were elected by the Meeting for the current term 2023-2028

1. Executive Board.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Member of the Executive Board | Date of birth | Qualification | Date of appointment/dismissal as member of the Executive Board |
| 1 | Mr. Dinh Ha Duy Linh  Position: Vice Chair of the Board of Directors cum Managing Director | February 18, 1970 | Bachelor | January 01, 2011 |
| 2 | Ms. Nguyen Thi Hong Hai Position: Deputy Managing Director | August 21, 1976 | Bachelor | July 22, 2016 |
| 3 | Mr. Huynh The Vinh  Position: Deputy Managing Director | September 24, 1978 | Bachelor | July 22, 2016 |
| 4 | Mr. Nguyen Quyen  Position: Deputy Managing Director | November 25, 1975 | Bachelor | July 22, 2016 |
| 5 | Mr. Pham Minh Cuong  Position: Deputy Managing Director | December 30, 1976 | Bachelor | November 07, 2023 |
| 6 | Mr. Nguyen Thanh Nam  Position: Deputy Managing Director | April 26, 1984 | Bachelor | November 07, 2023 |
| 7 | Mr. Nguyen Viet Anh  Position: Deputy Managing Director | August 01, 1980 | Bachelor | November 07, 2023 |

1. Chief Accountant

|  |  |  |  |
| --- | --- | --- | --- |
| Full name | Date of birth | Qualification | Date of appointment /dismissal |
| Phung Quoc Bao | March 03, 1972 | Bachelor | April 01, 2018 |

1. Training course on corporate governance:
2. List of related persons of the public company (report of 2023) 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, or related persons of PDMR: None
4. Transactions between Company’s PDMR, related persons of PDMR and subsidiaries, companies controlled by the Company: None
5. Transactions between the Company and other entities/
   1. Transactions between company and company that members of the Board of Directors, members of the Supervisory Board, the Manager (Managing Director) and other managers who have been founding members or members of the Board of Directors and Executive Manager (Managing Director) in the last three (03) years (as of the date of reporting) (None)
   2. Transactions between the Company and companies whose related persons of members of the Board of Directors, members of the Supervisory Board, Executive Manager (Managing Director) and other managers who are members of the Board of Directors, or Executive Manager (Managing Director): 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, Executive Manager (Managing Director) and other managers. None
6. Share transaction of PDMR and related persons of PDMR (Annual Report 2023):
7. Company’s share transaction of PDMR and related 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 | Han Nguyet Thu Huong - PDMR |  | 711,858 | 7,84% | 794,181 | 7,89% | In which:  + Increasing by 2,422 shares due to purchasing to increase ownership ratio  + increasing 78,701 shares due to receiving shares instead of dividend |

1. Other significant issues (Annual report 2023) None.