**HRB: Annual Corporate Governance 2023**

On January 26, 2021, Harec Investment and Trade Joint Stock Company announced Report No. 14/BC-HAREC/2024 on the corporate governance in 2023 as follows:

* Name of company: Harec Investment and Trade Joint Stock Company
* Head office address: No. 4 Lang Ha Street, Thanh Cong Ward, Ba Dinh District, Hanoi
* Tel: 0243 7724 330

Fax: 0243 7724 332

* Charter capital: VND 63,384,000,000
* Securities code: HRB
* Corporate Governance Model: The General Meeting, Board of Directors, Supervisory Board and Executive Board

Internal audit: Not executed.

1. Activities of the General Meeting

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

|  |  |  |  |
| --- | --- | --- | --- |
| No. | General Mandate/Decision of the General Meeting | Date | Contents |
| General Mandate | | | |
| 1 | 78/NQ-HAREC/2023 | May 05, 2023 |  |

1. 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 | Mr. Hoang Quang Thanh | Chair of the Board of Directors | May 12, 2023 |  |
| 2 | Mr. Phan Huy Ty | Member of the Board of Directors | May 05, 2023 |  |
| 3 | Mr. Vu Xuan Dung | Member of the Board of Directors | 2019 | May 05, 2023 |
| 4 | Mr. Nguyen Xuan Thanh | Member of the Board of Directors | May 05, 2023 |  |

1. Board Resolutions/Board Decisions

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Board Resolution/Board Decision | Date | Contents |
| I. | Board Resolutions: | | |
| 1 | 44/NQ-HAREC/2023 | March 20, 2023 |  |
| 2 | 57/NQ-HAREC/2023 | April 04, 2023 | Approve:   * Report on activities of the Board of Directors in 2022; * Approve the report of the Company’s Board of Managers on the production and business activities in 2022 and the targets, orientations in 2023 * Report of the Supervisory Board in 2022; * Proposals submitted to the General Meeting: * Audited Financial Statement in 2022; * Draft:   + Amend the Company's Charter;  - The Internal Regulations on Corporate Governance (Amended according to the sample appendix of the Ministry of Finance);  + Operational Regulation of the Board of Directors and the Supervisory Board.  + Information Disclosure Regulations   * Works related to electing replacement members of the Supervisory Board (due to term expiration). * Opinion of the Chair of the Board of Directors: The Executive Board has detailed reports on bond investments * Agree on the plan to convene the Annual General Meeting |
| 3 | 67/NQ-HAREC/2023 | April 18, 2023 | * Detailed Report on bond investments of the Board of Managers * Approve the proposal of HABECO’s shareholders on the contents in Document No. 281/HABECO-HDQT dated April 10, 2023. * Appoint 3 members of the Board of Directors for the 2023-2028 term, replace 1 member of the Supervisory Board (due to term expiration). |
| 4 | 88/NQ-HAREC/2023 | May 12, 2023 |  |
| 5 | 188/NQ-HAREC | November 20, 2023 | * Agree upon the organizational chart of Harec Investment and Trade Joint Stock Company; functions, tasks, and powers of department positions. * Re-appointment of positions, appointment period is 5 years. * Pay allowances to the Person in charge of corporate governance * Equip with working tools such as mobile phones to support members of the Board of Directors and Board of Managers. |
| II. | Board Decisions | | |
| 1 | 91/QD.HDQT-HAREC | May 12, 2023 | Board Decision on wage unit |
| 2 | 101/QD/HAREC/2023 | May 19, 2023 | Board Decision on appointing the person in charge of corporate governance |
| 3 | 102/QD/HAREC/2023 | May 19, 2023 | Board Decision on promulgating the Regulation on information disclosure |
| 4 | 189/QD/HAREC | November 20, 2023 | Board Decision on re-appointing the Manager of the Company |
| 5 | 190/QD/HAREC | November 20, 2023 | Board Decision on re-appointing the Deputy Manager -cum- the Chief Accountant |
| 6 | 191/QD/HAREC | November 20, 2023 | Board Decision on re-appointing the Executive Deputy Manager of Service Block of the Company |

1. Supervisory Board:
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 | Ms. Phan Thi Loc | Chief of Supervisory Board | April 19, 2022 | University of Finance and Accountancy |
| 2 | Mr. Vu Dinh Duc | Member of the Supervisory Board | May 05, 2023 | Financial specialist |
| 3 | Ms. Phan Vu Huong Giang | Member of the Supervisory Board | April 19, 2022 | Ha Noi University of Business and Technology |
| 4 | Mr. Tran Duc Giang | Member of the Supervisory Board | May 05, 2023 | Bachelor in Business Administration |

1. Executive Board

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Member of the Executive Board | Date of birth | Professional Qualification | Date of appointment/dismissal as member of the Board of Managers |
| 1 | Mr. Pham Huy Ty – Managing Director | November 30, 1960 | Mechanical engineer, Bachelor in Law | November 20, 2023 |
| 2 | Ms. Nguyen Lan Huong - Deputy Managing Director-cum-Chief Accountant | January 26, 1970 | Bachelor in Accounting | November 20, 2023 |
| 3 | Ms. Vu Thanh Huyen - Executive Deputy Manager of Service Block | July 18, 1970 | Bachelor in Business Administration | November 20, 2023 |

1. Chief Accountant

|  |  |  |  |
| --- | --- | --- | --- |
| Full name | Date of birth | Professional Qualification | Appointment/dismissal date |
| Ms. Nguyen Lan Huong | January 26, 1970 | Bachelor in Accounting | November 20, 2023 |

1. Training on corporate governance
2. List of related persons of the public Company and transactions between the related person of the Company with the Company itself
3. Transactions between the Company and related persons of the Company; or between the Company and principal shareholders, PDMR and related persons of PDMR None
4. Transactions between the Company’s PDMR, related persons of PDMR and subsidiaries or companies controlled by the Company: None
5. Transactions between the Company and other entities: None
6. Share transactions of PDMR and related persons of PDMR
7. Company’s share transactions of PDMR and related persons: None.
8. Other significant issues None.