**PJC: Annual Corporate Governance Report 2023**

On January 29, 2024, Petrolimex Hanoi Transportation and Trading Joint Stock Company announced Report No. 027/PETAJICO HN – CV on the corporate governance of the Company in 2023 as follows:

* Name of company: Petrolimex Hanoi Transportation and Trading Joint Stock Company
* Headquarters address: No. 49, Duc Giang Street, Duc Giang Ward, Long Bien District, Hanoi
* Tel: 043.8770166. 818 2554 Fax: 043.6557814 Email:
* Charter capital: VND 73,269,280,000
* Securities code: PJC
* Corporate Governance Model: The General Meeting of Shareholders, the Board of Directors, the Supervisory Board, and the General Manager/Manager
* Internal audit execution: Implemented

1. Activities of the General Meeting of Shareholders:
2. Information about meetings and General Mandates/Decisions of the General Meeting of Shareholders (including General Mandates approved by collecting opinions via a ballot)

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| --- | --- | --- | --- |
| No. | General Mandate/Decision of the General Meeting of Shareholders No. | Date | Content |
|  | 017/PETAJICO HANOI-NQDHCD | April 06, 2023 | Report on evaluating business results in 2022 and business and production orientation in 2023.   * Report on activities of the Board of Directors in 2022 and the orientation in 2023. * Report on activities of the Supervisory Board in 2022. * Proposal on the selection of audit company for the Financial Statements of 2023. * The Audited Consolidated Financial Statement of the Company in 2022. * Proposal for dividend payment and profit distribution plan in 2022. * Report on salary and remuneration settlement for members of the Board of Directors, members of the Supervisory Board in 2022. * Proposal on the plan of remuneration settlement for members of the Board of Directors, members of the Supervisory Board in 2023. |

1. The Board of Directors (Annual Report 2023)
2. Information about the 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 | Date of dismissal |
| 1 | Mr. Bui Van Thanh | Chair | March 02, 2018 |  |
| 2 | Mr. Pham Quoc Hung | Member | June 01, 2011 |  |
| 3 | Mr. Hoang Van Binh | Independent member | April 08, 2020 |  |
| 4 | Ms. Nguyen Thanh Hang | Independent member | April 09, 2020 |  |
| 5 | Mr. Mai Ngoc Du | Independent member | April 09, 2018 |  |

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

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| --- | --- | --- | --- |
| No. | Board Resolution/Board Decision No. | Date | Content |
| 01 | 001/QDHDQT - PETAJICO HN | January 04, 2023 | Individual and collective rewards |
| 02 | 014/QDHDQT-PETAJICO HN | February 20, 2023 | Approve the 2022 dividend payment rate and expected date of the 2023 General Meeting of Shareholders ’s meeting |
| 03 | 015/QDHDQT-PETAJICO HN | March 15, 2023 | Approve the Report and Proposal of the General Meeting of Shareholders in 2023.  Evaluate production and business in Q1/2023 |
| 04 | 038/QDHDQT-PETAJICO HN | April 01, 2023 | Allocate capital to Lao Cai Branch |
| 05 | 079/QDHDQT-PETAJICO HN | June 30, 2023 | Adjust the civil service regime’s salary |
| 06 | 079/QDHDQT-PETAJICO HN | July 17, 2023 | Select an audit company |
| 07 | 084/QDHDQT-PETAJICO HN | August 02, 2023 | Evaluate the production and business results in the first 6 months of 2023 and tasks for the last 6 months of 2023 |
| 08 | 118/QDHDQT-PETAJICO HN | November 01, 2023 | Reappoint the Manager of Bac Ninh Branch |
| 09 | 128/QDHDQT-PETAJICO HN | November 27, 2023 | Evaluate the production and business results in the first 9 months of 2023 and tasks for the last 3 months of 2023 |

1. The Supervisory Board/ Audit Committee (Report of 2023)
2. Information about members of the Supervisory Board/the Audit Committee:

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| --- | --- | --- | --- | --- |
| No. | Member of the Supervisory Board/the Audit Committee | Position | Date of appointment/dismissal as member of the Supervisory/the Audit Committee | Qualification |
| 1 | Ms. Vu Thi Thu Huong | Head | Date of appointment  April 08, 2016 | Bachelor of Finance - Accounting |
| 2 | Ms. Bui Thi Hue Linh | Member | Date of appointment  April 08, 2016 | Bachelor of Finance - Accounting |
| 3 | Mr. Nguyen Thai Ninh | Member | Date of appointment  November 20, 2020 | Bachelor of Finance - Accounting |

1. The 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. Bui Van Thanh | December 17, 1966 | Economic Engineer of Automobile Transport | Appointment date: May 08, 2006  Dismissal date September 18, 2020 |
| 2 | Mr. Pham Quoc Hung | August 09, 1969 | Economic Engineer of Automobile Transport | Appointment date: September 18, 2020 |
| 3 | Mr. Do Manh Cuong | May 01, 1966 | Automotive engineer | Appointment date: August 01, 2016 |
| 4 | Ms. Hoang Thi Thuy Linh | 1984 | Bachelor of Finance - Accounting | September 18, 2020 |
| 5 | Mr. Pham Van Chien | November 24, 1970 | Economic Engineer of Automobile Transport | September 18, 2020 |
| 6 | Mr. Vu Viet Hoang | April 17, 1977 | Bachelor of Economics | September 18, 2020 |

1. Chief Accountant

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| --- | --- | --- | --- |
| Full name | Date of birth | Qualification | Date of appointment/dismissal |
| Hoang Thi Thuy Linh | June 28,1984 | Bachelor of Finance - Accounting | September 18, 2020 |

1. Training on corporate governance
2. List of affiliated persons of the public company (report of 2020) and transactions between the affiliated persons 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 and affiliated persons of PDMR
4. Transactions between Company’s PDMR, affiliated persons of PDMR and subsidiaries or companies controlled by the Company
5. Transactions between the Company and other entities/
6. Transactions between the Company and the company in which members of the Board of Directors, members of the Supervisory Board, the Manager (the General Manager) and other managers have been founding members or members of the Board of Directors, the Executive Manager (the General Manager) for the past three (03) years (as at the time of reporting).
7. Transactions between the Company and companies in which the affiliated persons of members of the Board of Directors, members of the Supervisory Board, the Manager (the General Manager) and other managers who are members of the Board of Directors, the Executive Manager (the General Manager).
8. Other transactions of the Company (if any) that can bring about material or non-material benefits to members of the Board of Directors, members of the Supervisory Board, and the Manager (General Manager) and other managers:
9. Share transactions of PDMR and affiliated persons of PDMR (report 6 months/year).
10. Company’s share transaction of PDMR and affiliated persons.
11. Other significant issues.