**PDC: Annual Corporate Governance Report 2023**

On January 30, 2024, Phuong Dong Petroleum Tourism Joint Stock Company announced Report No. 02/PTC-HDQT on corporate governance 2023 as follows:

* Name of listed company: Phuong Dong Petroleum Tourism Joint Stock Company
* Head office address: No. 218 Le Duan Street, Truong Thi Ward, Vinh City, Nghe An
* Tel: 02383562299 Fax: 02383562562 Email: [ptc@phuongdongpv.com.vn](mailto:ptc@phuongdongpv.com.vn)
* Charter capital: Billion 150 VND
* Securities code: PDC
* Corporate governance model: The General Meeting of Shareholders, the Board of Directors, the Supervisory Board and the Manager.
* Internal audit execution: Implemented.

1. Activities of the General Meeting of Shareholders

Information about meetings and General Mandate/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 |
| 1 | General Mandate No. 04/NQ-HDQT | March 02, 2023 | General Mandate on: The plan to organize the Annual General Meeting of Shareholders 2023 of Phuong Dong Petroleum Tourism Joint Stock Company. |
| 2 | General Mandate No. 08/NQ-DHDCD | April 26, 2023 | Annual General Mandate 2023. |

1. The Board of Directors
2. 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. Le Thanh Than | Chair of the Board of Directors | December 07, 2019 | April 26, 2023 |
| 2 | Mr. Do Trung Kien | Chair of the Board of Directors | April 26, 2023 |  |
| 3 | Ms. Le Thi Hoang Yen | Member of the Board of Directors | December 07, 2019 | April 26, 2023 |
| 4 | Mr. Le Hai An | Member of the Board of Directors | April 26, 2023 |  |
| 5 | Mr. Le Van Thin | Member of the Board of Directors | December 07, 2019 |  |
| 6 | Mr. Dinh Sy Duc | Vice Chair of the Board of Directors/Independent member of the Board of Directors | December 07, 2019 | April 26, 2023 |
| 7 | Mr. Thai Hong Nha | Member of the Board of Directors/Company’s Manager | December 07, 2019 |  |
| 8 | Ms. Pham Thi Thu Thuy | Member of the Board of Directors | April 26, 2023 |  |

1. Board Resolutions/Board Decisions

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| --- | --- | --- | --- |
| No. | Resolution/Decision No. | Date | Content |
| 1 | Resolution No. 04/NQ-HDQT | March 02, 2023 | Resolution on: The plan to organize the Annual General Meeting of Shareholders 2023 of Phuong Dong Petroleum Tourism Joint Stock Company |
| 2 | Resolution No. 10/NQ-HDQT | April 26, 2023 | On The election of Chair of the Board of Directors and Independent Member of the Board of Directors of Phuong Dong Petroleum Tourism Joint Stock Company for the period 2023-2028 |
| 3 | Decision No. 11/QD-HDQT | April 26, 2023 | On Promulgating the Operational Regulation of the Board of Directors of Phuong Dong Petroleum Tourism Joint Stock Company |
| 4 | Decision No. 12/QD-HDQT | April 26, 2023 | On Promulgating the Internal Regulations on Corporate Governance of Phuong Dong Petroleum Tourism Joint Stock Company |
| 5 | Resolution No. 16/NQ-HDQT | November 06, 2023 | On approving the policy of liquidating fixed assets and new procurement |
| 6 | Decision No. 19/QD-HDQT | December 12, 2023 | On The dismissal of the Person in charge of Corporate Governance |
| 7 | Decision No. 22/QD-HDQT | December 12, 2023 | On The appointment of the Person in charge of Corporate Governance cum the Secretariat of the Company |
| 8 | Resolution No. 26/QD-HDQT | December 28, 2023 | On Approving the business plan for 2024 |

1. The Supervisory Board.
2. Information about members of the Supervisory Board:

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| --- | --- | --- | --- | --- |
| No. | Member of the Supervisory Board/the Audit Committee | Position | Date of appointment/dismissal as member of the Supervisory Board | Qualification |
| 1 | Ms. Le Thi Thu Huong | Chief of the Supervisory Board | April 26, 2023 | Bachelor of Accounting |
| 2 | Ms. Nguyen Thi Viet Ha | Member | April 26, 2023 | Master in Business Administration - Bachelor of Accounting |
| 3 | Ms. Nguyen Thi Nguyet | Member | From December 07, 2019 to April 26, 2023 | Bachelor of Corporate Accounting |
| 4 | Ms. Phan Thi An | Member | April 26, 2023 | Bachelor of Accounting |

1. The Executive Board

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Member of the Executive Board | Date of birth | Qualification | Date of appointment/dismissal as member of the Executive Board |
| 1 | Thai Hong Nha | October 06, 1976 | Construction Engineer | Appointed on October 13, 2016 |
| 2 | Tran Dinh Phuc | February 25, 1976 | Bachelor of Economics | June 01, 2022 |

1. The Chief Accountant

|  |  |  |  |
| --- | --- | --- | --- |
| Full name | Date of birth | Qualification | Date of appointment/dismissal |
| Nguyen Thi Nguyet | September 10, 1991 | Bachelor of Accounting | Appointed on  June 23, 2020 |

1. Training on corporate governance:
2. List of affiliated persons of the public company in 2023 and transactions between 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, affiliated persons of PDMR: In 2023, no transactions incurred.
4. Transactions between Company’s PDMR, affiliated persons of PDMR and

subsidiaries, companies under the Company: In 2023, no transactions incurred. .

1. Transactions between the Company and other entities
   1. Transactions between the Company and companies 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 years (calculated at the time of reporting): None
   2. Transactions between the Company and companies in which affiliated persons of members of the Board of Directors, members of the Supervisory Board, the Manager (the General Manager) and other managers are members of the Board of Directors, the Executive Manager (the General Manager): None
   3. Other transactions of the Company (if any) 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
2. Share transactions of PDMR and affiliated persons of PDMR in 2023
3. Transaction of PDMR and affiliated persons related to the Company’s shares: No reports from PDMR and affiliated persons
4. Other significant issues: None