**XLV: Annual Corporate Governance Report 2023**

On January 30, 2024, Song Da Construction & Service Joint Stock Company announced Report on the corporate governance in 2023 as follows:

* Name of company: Song Da Construction & Service Joint Stock Company
* Head office address: Zone A 86- TT9, Van Quan - Yen Phuc New Urban Areas, Van Quan Ward, Ha Dong District, Ha Noi
* Tel: (024) 666 025 24 Fax: 024.33545647
* Email: [songdasdsec@gmail.com](mailto:songdasdsec@gmail.com)
* Charter capital: VND 30,000,000,000
* Securities code: XLV
* Corporate Governance Model: The General Meeting, Board of Directors, Supervisory Board and Managing Director
* Internal audit: Not executed.

1. Activities of the General Meeting

Information about the Annual General Meeting 2023:

|  |  |  |  |
| --- | --- | --- | --- |
| No. | General Mandate | Date | Contents |
| 01 | 01/2023/NQ-DHDCD | April 21, 2023 | Annual General Meeting 2023 |

1. Board of Directors (Report 6 months/year)
2. Information about members of the Board of Directors:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Members of the Board of Directors | Position | Date of appointment/dismissal as member/independent member of the Board of Directors | |
|  |  |  | Appointment date | Date of dismissal |
| 1 | Tran Xuan Chinh | Non-executive member of the Board of Directors | April 26, 2019 |  |
| 2 | Le Cong Tinh | Independent member of the Board of Directors | April 26, 2019 |  |
| 3 | Tran Xuan Minh | Member of the Board of Directors | April 26, 2019 |  |
| 4 | Nguyen Anh Tuan | Member of the Board of Directors | April 26, 2019 |  |
| 5 | Ngo Dinh Khuong | Member of the Board of Directors | April 26, 2019 |  |

1. Board Resolutions/Board Decisions:

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Board Resolution/Board Decision | Date | Contents |
| I | Board Resolutions | | |
| I.1, | 01 /NQ-HDQT | January 07, 2023 | Approve the business results for 2022 and the production and business plan for 2023 |
| I.2, | 02 /NQ-HDQT | March 10, 2023 | Approve the plan to convene the Annual General Meeting 2023 |
| I.3, | 03 /NQ-HDQT | April 25, 2023 | Approve the record date to exercise the rights to receive dividends for the fiscal year 2023 |
| I.4, | 04 /NQ-HDQT | July 25, 2023 | Approve the production and business results for the first 6 months of 2023 and the production and business plan for the last 6 months of 2023 |
| I.5, | 05 /NQ-HDQT | October 25, 2023 | Approve the production and business results for the first 9 months of 2023 and the production and business plan for the last 3 months of 2023 |
| II | Board Decisions | | |
| II. 1 | 01/CT-QD-HDQT | January 16, 2023 | On the approval of the 13th-month salary payment for the fiscal year 2022 |
| II.2, | 02/CT-QD-HDQT | February 24, 2023 | On the approval of the purchase of a passenger car for management operations |
| II.3, | 03/CT-QD-HDQT | October 27, 2023 | On the approval of the audit company for the financial statements for the year 2023 |

1. Supervisory Board (Annual Report 2021)
2. Information about members of the Supervisory Board

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Member of the Internal Audit Committee | Position | Date of appointment/dismissal as member of the the Supervisory Board | | Qualification |
| Appointment date | Date of dismissal |  |
| 1 | Tran Quang Hung | Chief | April 26, 2019 |  | Bachelor in Accounting |
| 2 | Dinh Huu Phuong | Member | April 26, 2019 |  | Bachelor in Economics |
| 3 | Tran Ngoc Tan | Member | May 29, 2020 |  | Electronic Engineer |

1. Executive Board

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Members of the Executive Board | Date of birth | Qualification | Date of appointment/dismissal |
| 1 | Tran Xuan Minh | August 11, 1967 | Construction Engineer | July 01, 2020 |
| 2 | Nguyen Anh Tuan | May 19, 1978 | Economic engineer | April 30, 2019 |
| 3 | Dang Vu Quyen | November 15, 1979 | Electronic Engineer | July 01, 2020 |
| 4 | Nguyen Cao Ngoc | February 06, 1983 | Construction Engineer | July 01, 2020 |

1. Chief Accountant

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Members of the Executive Board | Date of birth | Qualification | Date of appointment/dismissal |
| 3 | Ngo Dinh Khuong | February 26, 1980 | Bachelor in Accounting | April 30, 2019 |

1. Training on corporate governance None.
2. List of related persons of the public company
3. List of related persons in the Company (with a detailed table attached)
4. Transactions between the Company and related person of the company; or between the Company and principal shareholder, PDMR, related person of PDMR (None)
5. Transactions between PDMR of the Company, related persons of PDMR and subsidiaries, companies controlled by the Company.
6. Transactions between the Company and other entities: None
7. Share transactions of PDMR and related persons of PDMR
8. Company’s share transaction of PDMR and related persons. None.
9. Other significant issues: None