**DWC: Annual Corporate Governance Report 2023**

On January 30, 2024, DakLak Water Supply Joint Stock Company announced Report No. 19/BC-DWC on the corporate governance as follows:

* Name of company: DakLak Water Supply Joint Stock Company
* Head office address: 339 Ton Duc Thang, Tan An Ward, Buon Ma Thuot City, Dak Lak Province
* Tel: 02623852619
* Email: [phongtochucdakwaco@gmail.com](mailto:phongtochucdakwaco@gmail.com)
* Charter capital: VND 315,200,000,000
* Securities code: DWC
* Corporate Governance Model: The General Meeting of Shareholders, the Board of Directors, the Supervisory Board, and the General Manager
* Internal audit execution: Implemented

1. Activities of the General Meeting of Shareholders:

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 |
| 1 | 08/2023/NQ-DHDCD | April 26, 2023 | The Annual General Mandate 2023 of DakLak Water Supply Joint Stock Company |

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 | Date of appointment/dismissal as member of the Board of Directors | |
| Appointment date | Date of dismissal |
| 1 | Mr. Do Hoang Phuc | Chair of the Board of Directors | Date of appointment June 24, 2019 |  |
| 2 | Mr. Do Hoang Phuong | Vice Chair of the Board of Directors | Date of appointment: February 18, 2022 |  |
| 3 | Ms. Pham Thi Linh | Member of the Board of Directors | Date of appointment: February 18, 2022 |  |
| 4 | Mr. Nguyen Khac Dan | Member of the Board of Directors -cum- General Manager | Date of appointment June 24, 2019 |  |
| 5 | Mr. Nguyen Cong Dinh | Member of Board of Directors - Deputy General Manager | Date of appointment June 24, 2019 |  |

1. Board Resolutions/Board Decisions:

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| --- | --- | --- | --- |
| No. | Resolution/Decision No. | Date | Content |
| 1 | 01/2023/NQ-HDQT | January 06, 2023 | Resolution on the approval of the Report on the production and business results for 2022 and the production and business plan for 2023. |
| 2 | 02/2023/NQ-HDQT | February 15, 2023 | Resolution on the approval of the Salary, Contract Payment, and Bonus Regulations; Regulations on the Management and Use of Welfare Expenditures. |
| 3 | 03/2023/NQ-HDQT | March 10, 2023 | Resolution on the approval of the organization plan for the Annual General Meeting of Shareholders in 2023. |
| 4 | 04/2023/NQ-HDQT | March 27, 2023 | Resolution on the approval of borrowing from the Joint Stock Commercial Bank For Foreign Trade Of Vietnam. |
| 5 | 05/2023/NQ-HDQT | April 01, 2023 | Resolution on the approval of documents at the Annual Shareholders Meeting in 2023. |
| 6 | 06/2023/NQ-HDQT | April 05, 2023 | Resolution on the approval of transactions at Saigon Hanoi Commercial Joint Stock Bank. |
| 7 | 07/2023/NQ-HDQT | April 20, 2023 | Resolution on the approval of Mr. Do Hoang Phuong's proposal. |
| 8 | 09/2023/NQ-HDQT | April 27, 2023 | Resolution on:   * Approval of the investment in construction of workshops for production and business and storage facilities; * Adjustment of the production and business plan for 2023; * Results of production and business for Q1/2023, and the production and business plan for Q2/2023. |
| 9 | 10/2023/NQ-HDQT | May 16, 2023 | Resolution on the approval of the policy to purchase wholesale water from Buon Ma Thuot Limited Liability Water Supply Company. |
| 10 | 11/2023/NQ-HDQT | May 24, 2023 | Resolution on the establishment of a Bottled Water Production and Business Branch. |
| 11 | 12/2023/NQ-HDQT | May 24, 2023 | Resolution on the assignment of tasks to Mr. Nguyen Hung - Deputy General Manager -cum- Manager of the Bottled Water Production and Business Branch. |
| 12 | 13/2023/NQ-HDQT | June 21, 2023 | Resolution on the dismissal and new appointment of the Chief Accountant position. |
| 13 | 14/2023/NQ-HDQT | June 23, 2023 | Resolution on the approval of the policy to purchase wholesale water from Buon Ma Thuot Limited Liability Water Supply Company and Dat Ly Water Supply Joint Stock Company. |
| 14 | 15/2023/NQ-HDQT | June 23, 2023 | Resolution on the approval of the appointment of the Deputy Manager of the Bottled Water Production and Business Branch. |
| 15 | 16/2023/NQ-HDQT | July 18, 2023 | Resolution on the approval of bonuses for departments and branches for the first 6 months of 2023. |
| 16 | 17/2023/NQ-HDQT | August 17, 2023 | Resolution on the approval of the production and business results for the first 6 months of 2023, the production and business plan for Q3/2023, and the semi-annual reviewed financial statements for the accounting period ending on June 30, 2023. |
| 17 | 18/2023/NQ-HDQT | September 21, 2023 | Resolution on the approval of the selling price and sales policy for bottled water products. |
| 18 | 19/2023/NQ-HDQT | September 21, 2023 | Resolution on the approval of the borrowing plan at Military Commercial Joint Stock Bank - Dak Lak Branch to supplement working capital for the company's clean water supply production and business needs. |
| 19 | 20/2023/NQ-HDQT | October 25, 2023 | Resolution on the approval of the borrowing plan at Military Commercial Joint Stock Bank - Dak Lak Branch to supplement working capital for the company's clean water supply production and business needs. |
| 20 | 21/2023/NQ-HDQT | November 03, 2023 | Resolution on the promulgation of the Debt Management and Recovery Procedure of Dak Lak Water Supply Joint Stock Company. |
| 21 | 22/2023/NQ-HDQT | November 09, 2023 | Resolution on the approval of the dismissal and new appointment of management staff of the Krong Pac Water Supply Branch. |
| 22 | 23/2023/NQ-HDQT | November 17, 2023 | Resolution on the approval of the production and business results for Q3 and the production and business plan for Q4/2023; the Financial Statements Q3/2023. |
| 23 | 24/2023/NQ-HDQT | December 18, 2023 | Resolution on the signing of Employment Contracts and the payment of wages and regimes for employees. |

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

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| --- | --- | --- | --- | --- |
| No. | Member of the Supervisory Board | Position | Date of appointment/dismissal as member of the Supervisory Board | Qualification |
| 1 | Ms. Le Dang Uyen Dan | Chief of the Supervisory Board | Date of appointment: February 18, 2022 | Bachelor of Laws |
| 2 | Ms. Ha Thi Thu Huyen | Supervisor | Date of appointment February 18, 2022 | Bachelor of Business Administration |
| 3 | Ms. Le Thi Mai Ngoc | Supervisor | Date of appointment: June 24, 2019 | Bachelor of Economics; |

1. The Executive Board

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| --- | --- | --- | --- | --- |
| No. | Member of the Executive Board | Date of birth | Qualification | Date of appointment/dismissal |
| 1 | Mr. Nguyen Khac Dan- Deputy General Manager | August 10, 1964 | Bachelor of water supply and drainage | June 24, 2019 |
| 2 | Mr. Nguyen Cong Dinh - Deputy General Manager | March 21, 1971 | Bachelor of Laws | July 26, 2019 |
| 3 | Mr. Nguyen Hung - Deputy General Manager | February 16, 1978 | Bachelor of Business Administration | June 24, 2019 |
| 4 | Ms. Hoang Thi Thu Ha - Deputy General Manager | August 23, 1987 | Master of Economics | January 06, 2022 |

1. The Chief Accountant

|  |  |  |  |
| --- | --- | --- | --- |
| Full name | Date of birth | Qualification | Date of appointment/dismissal |
| Nguyen Thi Thuy Hang | October 02, 1990 | Bachelor of Economics | Appointment date: June 19, 2023 |

1. Training on corporate governance
2. List of related person of the public company and transactions between the related person of the Company and 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 None
4. Transactions between the Company’s PDMR, affiliated persons of PDMR and subsidiaries or companies controlled by the Company: None
5. Transactions between the Company and other entities
   1. Transactions between the Company and companies where members of the Board of Directors, members of the Supervisory Board, the Executive Manager (General Manager) have been founding members or members of the Board of Directors, the Executive Manager (General Manager) for the past three (03) years (as at the time of reporting):

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| --- | --- | --- | --- | --- | --- | --- | --- |
| No. | Name of individual/organization | Relations with the Company | NSH No.\* , Date of issue, Place of issue | Head office address/Contact address | General Mandate/Decision of the General Meeting of Shareholder No. or Board Resolution/Decision No. approved | Content, quantity, total value of transaction | Note |
| 1 | Nam Phuong Investment And Trading Company Limited | Company with a member of the Board of Directors as the Executive Manager | 2700281328  (Date of issue: April 1, 2003, Place of issue: Department of Planning and Investment of Ninh Binh Province) | Km 7, Mai Son Industrial Cluster, Yen Mo, Ninh Binh | 18a/2022/NQ- HDQT | Car rental contract for license plate 35C-05799 to serve production and business operations. |  |

* 1. Transactions between the Company and the companies that affiliated persons of members of the Board of Directors, members of the Supervisory Board and the Executive Manager (General Manager) are members of the Board of Directors, the Executive Manager (General Manager): None
  2. Other transactions of the Company (if any) that can bring material or non-material benefits to members of the Board of Directors, members of the Supervisory Board, and the Executive Manager (General Manager): None

1. Share transactions between PDMR and PDMR’s affiliated persons
2. Company’s share transactions of PDMR and affiliated persons of PDMR None
3. Other significant issues: None