**DLT: Board Resolution**

On February 21, 2024, Vinacomin - Tourism & Trading Joint Stock Company announced Resolution No. 08/2024/NQ-VTTC-HDQT on the preparation for organizing the Annual General Meeting of Shareholders 2024 as follows:

‎‎Article 1. Approve the contents related to the preparation for organizing the Company's Annual General Meeting of Shareholders 2024 as follows:

1. Record date and confirmation of the list of securities owners:
* Record date to confirm the list of securities owners: March 25, 2024.
* Reasons and purposes: Exercise the rights to attend the Annual General Meeting of Shareholders 2024.
* Exercise rate: 1 share - 1 voting rights.
* Implementation time: Expected on April 24, 2024.
* Venue: Expected at Van Long Hotel - 801 Tran Phu Street, Cam Pha City, Quang Ninh Province.
* Meeting contents:
* Approve the Agenda and Working Regulation of the General Meeting of Shareholders of the Company at the annual meeting in 2024;
* Approve the Report on production and business activities in 2023 and the plan for production, business and investment in 2024.
* Approve the Report on activities of the Board of Directors in 2023 and the operating orientation in 2024.
* Approve the Public Report on audited financial targets in 2023 and the profit distribution plan in 2023.
* Approve the Report on salary and remuneration for the Board of Directors, the Supervisory Board, and the Executive Board of Leaders in 2023 and the salary and remuneration plan in 2024.
* Approve the Report of the Supervisory Board on the appraisal of the Company’s Financial Statements 2023.
* Approve the Report on activities of the Supervisory Board and the results of monitoring the management and administration activities of the Board of Directors and the Executive Board of Managers in 2023.
* Approve the Proposal on selecting the audit company for the Financial Statements 2024.
* Other arising contents (if any) under the decision authority of the General Meeting of Shareholders in accordance with the Law and the Company's Charter.
1. Assign personnel to administer, organize and serve the meeting:
* Chair of the meeting: Mr. Pham Dang Phu - Chair of the Board of Directors
* Organizing Committee:
* Head Mr. Nguyen Manh Toan - Member of the Board of Directors - Manager of the Company
* Permanent Deputy Head: Ms. Ngo Thi Minh - Secretariat of the Board of Directors
* Member: Ms. Nguyen Thu Ha - Deputy Head of General Finance Department and Mr. Trinh Dang Thuan - Deputy Head of Financial Economics Department.
* Duties: Make a list of shareholders attending the General Meeting of Shareholders; Prepare documents, send meeting documents to relevant individuals/organizations according to the order and procedures prescribed by Law and the Company's Charter; Prepare facilities and perform necessary operations for conducting the Annual General Meeting of Shareholders.
* The Organizing Committee can establish an Assistant Team to support before, during and after the Meeting.
* Shareholder's Eligibility Verification Committee: (expected 03 persons in the Supervisory Board of the Company)
* Secretariat (expected 02 persons):
* Ms. Ngo Thi Minh - Secretariat of the Board of Directors
* Select 01 person among the shareholders attending the meeting.
* The Vote Counting Committee: expected 03 persons, assign the Organizing Committee to choose among the shareholders/representatives of shareholders directly attending the Annual General Meeting of Shareholders 2024, ensure conditions as prescribed and propose to the Chair for approval of the General Meeting of Shareholders.
1. Fees for organizing the meeting:
* The Company pays the expenses for reception and 01 lunch for the delegates attending the meeting. Assign the Organizing Committee to make a specific plan to submit to the Company's Manager for approval and direct the implementation.
* Shareholders shall cover all expenses for meals, accommodation and travel before and after the meeting.

‎‎Article 2. Assign the Organizing Committee of the Annual General Meeting of Shareholders:

* Prepare Reports/Documents related to the expected record date to exercise rights for existing shareholders and send them to the relevant authorities, and disclose information in accordance with the law.
* Prepare and complete documents and reports according to the content of the meeting, and submit them to the Board of Directors for approval before the promulgation date of the Notice of invitation to the Annual General Meeting of Shareholders;
* Send the meeting documents to the shareholders of the Company (together with the Notice of invitation to the Meeting) at least 21 days before the opening date of the meeting.

‎‎Article 4. Pursuant to the Resolution, members of the Board of Directors, the Company's Manager and the members of the Boards mentioned in Article 1 implement to ensure the correct sequence and procedures of the Law and the current Charter of the Company.