**CPH: Annual Corporate Governance Report 2023**

On January 30, 2024, Hai Phong Funeral Services Joint Stock Company announced Report No. 05/BC-HDQT on the corporate governance in 2023 as follows:

* Name of Company: Hai Phong Funeral Services Joint Stock Company
* Head office address: No.123 Khuc Thua Du, Vinh Niem Ward, Le Chan District, Hai Phong City, Vietnam
* Tel: 0225 3851283 - Fax: 0225 3851283
* Charter capital: VND 44,000,000,000
* Securities code: CPH
* Exchange: UPCoM
* Corporate Governance Model: The General Meeting of Shareholders, the Board of Directors, the Supervisory Board, and the General Manager.
* Internal audit execution: None
1. Activities of General Meeting of Shareholders

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| No. | General Mandate No. | Date | Content |
| 1 | Annual General Mandate 2023 No. 09/2023/NQ-DHDCD | March 20, 2023 | 1. Approve the Company's production and business performance report in 2022 and production and business plan in 2023.
2. Approve the Report on the Board of Directors' activities in 2022 and the operating plan for 2023.
3. Approved the Report on the activities of the Supervisory Board in 2022 and the operating plan for 2023.
4. Approve the Audited Financial Statements

2022.1. Approve the selection of an independent audit company to audit the Financial Statements 2023.
2. Approve the distribution of profits to pay dividends in 2022 and the profit distribution plan for 2023.
3. Approve the final settlement of the salary and remuneration fund of the Company's managers in 2022 and the salary and remuneration fund plan of the Company's managers in 2023
4. Approve additional business lines of the company.
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| 2 | Extraordinary General Mandate No. 27/2023/NQ- DHDCD | June 30, 2023 | 1. Approve the dismissal of Mr. Nguyen Tung Lam from the position of member of the Supervisory Board.
2. Approve the appointment of additional members of the Supervisory Board in the term of 2020 - 2025.
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1. Activities of 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/independent member of the Board of Directors |
| Appointment date | Dismissal date |
| 1 | Mr. Nguyen Hong Le | Chair of the Board of Directors | June, 2020 | - |
| 2 | Mr. Pham Xuan Thu | Member of the Board of Directors-cum-General Manager | June 2020 | - |
| 3 | Mr. Phan Manh Dung | Non-executive member of the Board of Directors | June 2020 | - |
| 4 | Mr. Tran Van Phu | Member of Board of Directors-cum-Deputy General Manager | June 2020 | - |
| 5 | Mr. Vu Van Phong | Member of Board of Directors-cum-Deputy General Manager | June 2020 | - |

1. Board Resolutions/Board Decisions:

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| --- | --- | --- | --- |
| No. | Resolution/Decision No. | Date | Content |
| 1. | 11a/NQ-HĐQT | April 10 | Summarize the clearance work, accept derelict graves, implement a preliminary plan to summarize tasks in Q1/2023, evaluate and review the construction and use of the Ninh Hai unit's operating house, survey the location and facilities. Infrastructure design and construction of a spiritual area in Phi Liet NT, plan to build 10 crematoriums in Phi Liet NT, organization of an extraordinary General Meeting of Shareholders May 2023 |
| 2. | 12/NQ-HDQT | April 11 | Approve the change of the investment plan for the crematorium relocation investment project and other contents |
| 3. | 13a/NQ-HDQT | April 28 | Supplement of business lines of the company |
| 4. | 71/NQ-HDQT | December 31 | Temporarily deduct bonus and welfare fund |

1. THE SUPERVISORY BOARD
2. Information about members of the Supervisory Board:

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| --- | --- | --- | --- | --- |
| No. | Members of the Supervisory Board | Position | Date of appointment as member of the Supervisory Board. | Qualification |
| 1 | Ms. Nguyen Thi Hai Yen | Chief of the Supervisory Board | June 2020 |  |
| 2 | Ms. Bui Thi Thuy Giang | Members of the Supervisory Board | June 2020 |  |
| 3 | Ms. Tran Thi Xuan | Members of the Supervisory Board | June 2023 |  |

1. The Executive Board

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| --- | --- | --- | --- | --- |
| No. | Members of the Executive Board | Date of birth | Qualification | Date of appointment as member of the Executive Board |
| 1 | Mr. Pham Xuan Thu | October 9, 1973 | Bachelor of Economics |  |
| 2 | Mr. Tran Van Phu | September 9, 1976 | Bachelor of Economics, Bachelor of Laws |  |
| 3 | Mr. Vu Van Phong | March 25, 1971 | Bachelor of Economics |  |

V. The Chief Accountant

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| --- | --- | --- | --- |
| Full name | Date of birth | Qualification | Appointment date |
| Mr. Nguyen Thai Binh | October 24, 1982 | Bachelor of Economics | May 6, 2020 |

1. Training on corporate governance:
2. List of affiliated persons of the public company and transactions between the affiliated persons of the Company and the Company itself.
3. Transactions between the Company and the affiliated person of the Company; or between the Company and major shareholders, PDMR and persons related to PDMR: None.
4. Transactions between Company’s PDMR, affiliated persons of PDMR and subsidiaries or companies controlled by the Company: None.
5. Transactions between the Company and other entities: None.
	1. Transactions between the Company and the companies where members of the Board of Directors, members of the Supervisory Board, the General Manager and other managers have been founding members or members of the Board of Directors, the Executive General Manager for the past three (03) years (as at the time of reporting) None.
	2. Transactions between the Company and companies where affiliated persons of members of the Board of Directors, members of the Supervisory Board, the General Manager and other managers are members of the Board of Directors, the Executive General Manager: None.
	3. 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, the General Manager and other managers: None.
6. Share transactions between PDMR and affiliated persons of PDMR:
7. Transactions between PDMR and affiliated persons of PDMR for shares of listed companies: Attached Appendix 04.
8. Other significant issues: None.