**E29: Annual Corporate Governance Report 2023**

On January 30, 2024, 29 Investment Construction And Engineering Joint Stock Company announced Report No. 50/BC-CT29 on corporate governance in 2023 as follows:

* Name of company: 29 Investment Construction And Engineering Joint Stock Company
* Head office address: No. 73 Nguyen Trai Street, Khuong Trung Ward, Thanh Xuan District, Hanoi City
* Tel: 024 3853 5787 Fax: 024 3853 5895
* Email: [banbientapct29@gmail.com](mailto:banbientapct29@gmail.com)
* Charter capital: VND 50,000,000,000
* Securities code: E29
* Corporate governance model: The General Meeting of Shareholders, the Board of Directors, the Supervisory Board and the Manager.

1. Activities of the General Meeting of Shareholders

|  |  |  |  |
| --- | --- | --- | --- |
| No. | General Mandate No. | Date | Content |
| 1 | 64/NQ-DHDCD | April 18, 2023 | * Report on production and business results in 2022, term 2018-2023, production and business plan in 2023, term 2023-2028. * Report on activities of the Board of Directors in 2022, term 2018-2023; The orientation and tasks for 2023, term 2023-2028. * Report on activities of the Supervisory Board in 2022, term 2018-2023; The orientation for 2023, term 2023-2028. * Approve the Financial Statements 2022 audited by An Viet Auditing Company Limited. * Approve the plan on profit distribution, dividend payment and appropriation for funds in 2022. * Approve the profit plan and expected dividend payment in 2023. * Approve the remuneration payment plan for the Board of Directors, the Secretariat of the Board of Directors, and the Supervisory Board in 2022. * Approve the remuneration payment plan for the Board of Directors, the Secretariat of the Board of Directors, and the Supervisory Board in 2023. * Approve the selection of an audit company for the Financial Statements 2023. * Approve the cancellation of transfer restrictions on shares of employees who commit to work at the Company for 5 years after the equitization. * Approve the purchase of shares in the form of major shareholders’ agreement between Au Lac Trading Business and Construction Joint Stock Company and Mr. Dang Minh Hoa. * Approve the authorization for the Board of Directors to proactively adjust production and business plans to suit market developments, macroeconomic policies and legal regulations. * Approve the results of electing members of the Board of Directors and the Supervisory Board for the term 2023-2028 |

1. Board of Directors
2. Information about members of the Board of Directors

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Member of the Board of Directors | Position | Date of appointment/dismissal as member of the Board of Directors | |
| Appointment date | Dismissal date |
| 1 | Mr. Truong Ngoc Phuong | Chair of the Board of Directors | April 18, 2023 |  |
| 2 | Mr. Nguyen Van Diep | Member of the Board of Directors/ Manager of the Company | April 18, 2023 |  |
| 3 | Ms. Bui Thi Dung Huyen | Member of the Board of Directors | April 18, 2023 |  |

1. Board Resolutions

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Resolution No. | Date | Content |
| 1 | No. 60/NQ-HDQT | January 13, 2023 | On the first personnel work of 2023 |
| 2 | No. 61/NQ-HDQT | January 17, 2023 | On the resigning from the position as a personnel |
| 3 | No. 62/NQ-HDQT | February 20, 2023 | On the recording of the list to hold the Annual General Meeting of Shareholders 2023 |
| 4 | No. 63/NQ-HDQT | March 22, 2023 | On the organization of the Annual General Meeting of Shareholders 2023 |
| 5 | No. 64/NQ-HDQT | April 18, 2023 | On the Annual General Meeting of Shareholders 2023 |
| 6 | No. 02/NQ-HDQT | May 22, 2023 | On the organizational and personnel work in 2023 |
| 7 | No. 05/NQ-HDQT | July 03, 2023 | On the re-appointment of personnel position |
| 8 | No. 07/NQ-HDQT | July 03, 2023 | On the implementation of the content of the Party Committee Resolution on implementing tasks in the last 6 months of 2023 |
| 9 | No. 09/NQ-HDQT | July 18, 2023 | On resolving backlogs and financial imbalances is the personal responsibility of Mr. Le Quang Vu |
| 10 | No. 11/NQ-HDQT | July 18, 2023 | On resolving backlogs and financial imbalances is the personal responsibility of Mr. Bui Minh Hai |
| 11 | No. 13/NQ-HDQT | July 18, 2023 | On resolving backlogs and financial imbalances is the personal responsibility of Mr. Vu Quoc Thinh |
| 12 | No. 15/NQ-HDQT | July 18, 2023 | On resolving backlogs and financial imbalances is the personal responsibility of Mr. Duong Van Trinh |
| 13 | No. 17/NQ-HDQT | September 14, 2023 | On the third personnel work of 2023 |
| 14 | No. 19/NQ-HDQT | September 18, 2023 | On the appointment of Deputy Manager of the Company-cum-Manager of the 29.1 Branch |
| 15 | No. 21/NQ-HDQT | September 25, 2023 | On the dividend payment of 2022 |
| 16 | No. 23/NQ-HDQT | December 01, 2023 | On personnel works of 2023 |
| 17 | No. 26/NQ-HDQT | December 29, 2023 | On the determination of offsetting construction losses in Q4/2023 |

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Member of the Supervisory Board | Position | Date of appointment as member of the Supervisory Board | Date of dismissal as member of the Supervisory Board | Qualification |
| 1 | Mr. Vu Viet Vuong | Chief of the Supervisory Board | April 18, 2023 |  | * Bachelor of Accounting and Auditing; * Certificate of Chief Accountant |
| 2 | Ms. Do Thi Minh Thanh | Member of the Supervisory Board | April 18, 2023 |  | * Transportation Engineer; * Certificate of Accountant. |
| 3 | Ms. Pham Thi Thom | Member of the Supervisory Board | April 18, 2023 |  | * Bachelor of Finance - Accounting |

1. BOARD OF MANAGERS

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Member of the Executive Board | Position | Date of birth | Qualification | Date of appointment/dismissal |
| 1 | Mr. Nguyen Van Diep | Manager | January 08, 1981 | * Transportation Engineer; * Certificate of Executive Manager; * Certificate of bridge and road design; * Certificate of supervision of construction and completion of traffic works; * Certificate of professional training in bidding; * Certificate of professional training in construction investment project management; * Certificate of Appraisal Engineer Level 2. | Appointment: April 28, 2020 |
| 2 | Mr. Nguyen Xuan Thiet | Deputy Manager | September 01, 1976 | Construction Engineer | Appointment: July 03, 2023 |
| 3 | Mr. Pham Tran Duc | Deputy Manager | October 15, 1983 | * Construction Engineer of Newcastle upon Tyne University, United Kingdom * Bachelor of Financial Management at Bolton International University - USA. | Dismissal: September 14, 2023 |
| 4 | Mr. Do Duy Dong | Deputy Manager | July 27, 1986 | Construction Engineer | Appointment: August 12, 2021 |
| 5 | Mr. Do Hong Long | Deputy Manager | October 24,1975 | Transportation Engineer | Appointment:  September 18, 2023 |

1. CHIEF ACCOUNTANT

|  |  |  |  |
| --- | --- | --- | --- |
| Full name | Date of birth | Qualification | Date of appointment/dismissal |
| Lai Thi Ngoc Oanh | August 04, 1972 | * Bachelor of Economics; * Certificate of Chief Accountant. | Appointment: July 03, 2023 |

1. TRAINING ON CORPORATE GOVERNANCE
2. List of affiliated persons of the public company
3. Transactions between the Company and affiliated persons of the Company; or between the Company and major shareholders, PDMR, affiliated persons of PDMR

(Appendix attached)

1. Transactions between PDMR of the Company, affiliated persons of PDMR and subsidiaries, companies controlled by the Company: None.
2. Transactions between the Company and other entities: None
3. Share transactions of PDMR and affiliated persons of PDMR
4. Company’s share transactions of PDMR and affiliated persons: None
5. Other significant issues: None

Appendix 02

TRANSACTIONS BETWEEN THE COMPANY AND MAJOR SHAREHOLDERS

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| No. | Name of organization/individual | Relations with the Company | NSH\* No., Date of issue, Place of issue | Head office address/Contact address | Time of transaction with the Company | Approved General Mandate/ Decision of General Meeting of Shareholders or Board Resolution/ Board Decision No. | Content, quantity, total value of transaction | Note |
| 1 | Au Lac Trading Business and Construction Joint Stock Company | Major shareholder | 0107859595; Date of issue: May 24, 2017; Place of issue: Hanoi Business Registration Office | Ben Hamlet, Kim No Commune, Dong Anh, Hanoi City | May 2023 |  | * Equipment rental contract No. 1005/HDTTB/CT29-AL dated May 10, 2023 on renting tower cranes to serve the construction of Package No. 26 - Project: Construction investment of the City’s Political - Administrative Center, transportation system and synchronous technical infrastructure system in North Cam River Urban Area; Quantity: 01 QTZ 6015 tower crane; 01 QTZ 100 tower crane (TCT 6012); Rental value in 2023: VND 868,000,000 * Equipment rental contract No. 2011/HDTTB/CT29-AL dated November 20, 2023 on renting cage hoists to serve construction projects Package No. 26 - Project: Construction investment of the City's Political - Administrative Center, transportation system and synchronous technical infrastructure system in North Cam River Urban Area; Quantity: 01 double cage hoist; Rental value in 2023: VND 37,800,000 |  |
| 2 | Au Lac Trading Business and Construction Joint Stock Company | Major shareholder | 0107859595; Date of issue: May 24, 2017; Place of issue: Hanoi Business Registration Office | Ben Hamlet, Kim No Commune, Dong Anh, Hanoi City | May 2023 |  | * Equipment rental contract No. 1105/HDTTB/CT29-AL dated May 11, 2023 on renting tower cranes to serve construction projects Package No. 27 - Project: Construction investment of the City's Political - Administrative Center, transportation system and synchronous technical infrastructure system in North Cam River Urban Area; Quantity: 01 QTZ 6015 tower crane; Rental value in 2023: VND 434,000,000 * Equipment rental contract No. 211/HDTTB/CT29-AL dated November 21, 2023 on renting cage hoists to serve construction projects, Package No. 27 - Project: Construction investment of the City's Political - Administrative Center, transportation system and synchronous technical infrastructure system in North Cam River Urban Area; Quantity: 01 double cage hoist; Rental value in 2023: VND 37,800,000 |  |
| 3 | Au Lac Trading Business and Construction Joint Stock Company | Major shareholder | 0107859595; Date of issue: May 24, 2017; Place of issue: Hanoi Business Registration Office | Ben Hamlet, Kim No Commune, Dong Anh, Hanoi City | July 2023 |  | * Equipment rental contract No. 05/G29/HDTTB/CT29-AL dated July 03, 2023 on renting tower cranes to serve construction projects Package No. 29 - Project: Construction investment of the City’s Convention - Performance Center and synchronous technical infrastructure system in the North Cam River Urban Area; Quantity: 01 QTZ 100 tower crane; 01 XCMG QTZ 220 tower crane; Rental value in 2023: VND 680,400,000 |  |