**PTP: Annual Corporate Governance Report 2023**

On January 23, 2024, Post Printing and Telecommunication Services Joint Stock Company announced Report No. 23-01/BC-PTP on the corporate governance of the Company in 2023 as follows:

* Name of company: Post Printing and Telecommunication Services Joint Stock Company
* Head office address: No. 564 Nguyen Van Cu Street, Gia Thuy Ward, Long Bien District, Hanoi
* Tel: 1800 55 88 50 Email: cskh@ptp.vn
* Charter capital: VND 68,000,000,000
* Securities code: PTP
* Corporate Governance Model: Public company.
* The General Meeting of Shareholders, the Board of Directors, the Supervisory Board, and the General Manager.
* Internal audit execution: Not executed.
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):

The Annual General Meeting of Shareholders of Post Printing and Telecommunication Services Joint Stock Company was held on April 21, 2022. On the basis of Reports, Proposals and discussions, the Meeting promulgated General Mandate No. 1904/NQHDQT.2023 on April 19, 2023, approving the following main contents:

* Approve the Report on production and business activities in 2022, the Audited Financial Statements 2022, and the plan on production and business in 2023.
* Approve the Report of the Board of Directors on the activities in 2022 and the operating plan for 2023.
* Approve the Report of the Supervisory Board in 2022.
* Approve the plan on profit distribution, appropriation for funds, remuneration of the Board of Directors and the Supervisory Board and dividend payment in 2022.
* Approve the selection of the audit company for the fiscal year 2023.
* Approve the remuneration of the Board of Directors and the Supervisory Board in 2023.
* Approve the Proposal on the dismissal and election of members of the Supervisory Board.
* Approve the Proposal on the election of additional members of the Supervisory Board.
1. The Board of Directors (Annual Report 2023)
2. Information about members of the Board of Directors

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| No. | Member of the Board of Directors | Position (member, non-executive member of the Board of Directors) | Appointment date |
| Date of appointment | Dismissal date |
| 1 | Nguyen Thi Minh Huyen | Chair of the Board of Directors | June 26, 2020 |  |
| 2 | Ngo Manh Hung | Member of the Board of Directors - General Manager | June 26, 2020 |  |
| 3 | Tran Khanh | Member of the Board of Directors - the Deputy General Manager | June 26, 2020 |  |
| 4 | Le Hoan | Member of the Board of Directors - Chief Accountant | June 26, 2020 |  |
| 5 | Nguyen Hong Lam | Member of the Board of Directors | June 26, 2020 |  |

1. Board Resolutions/Board Decisions in 2023

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| --- | --- | --- | --- |
| No. | Board Resolution/Board Decision No. | Date | Contents |
| 1 | No. 28-03/NQHDQT/2023 | March 28, 2023 | Approve the production results in 2022 and the plan for 2023, nominate Ms. Le Thu Bich to the Supervisory Board.... |
| 2 | No. 19-04/NQHDQT/2023 | April 19, 2023 | Annual General Mandate 2023 |
| 3 | No. 15-04/NQHDQT/2023 | April 21, 2023 | Offiice for lease in Da Nang. |
| 4 | No. 2-06/NQHDQT/2023 | June 15, 2023 | Dividend payment time, selection of audit company... |
| 5 | No. 10-08/NQHDQT/2023 | August 23, 2023 | Deploy new industries and services, appoint Deputy General Manager  |
| 6 | No. 01-10/NQHDQT/2023 | October 05, 2023 | Agree on the policy of implementing business plans for new industries and services... |
| 7 | No. 01-11/NQHDQT/2023 | November 17, 2023 | Digitize Post Printing and Telecommunication Services Joint Stock Company's internal documents  |
| 8 | No. 01-12/NQHDQT/2023 | December 26, 2023 | Approve the production and business results in 2023 and the plan for 2024, appoint the Deputy General Manager …..  |

1. The Supervisory Board (Annual Report 2023):
2. Information about the members of the Supervisory Board

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| --- | --- | --- | --- | --- |
| No. | Member of the Supervisory Board | Position | Date of appointment as member of the Supervisory Board. | Qualification |
| 1 | Nguyen Trieu Long | Chief (dismissed from April 19, 2023) | June 26, 2020 | Bachelor |
| 2 | Le Thu Bich | Chief  | April 19, 2023 | Bachelor |
| 3 | Nguyen Thu Cuc | Member | June 26, 2020 | Bachelor |
| 4 | Do Van Anh | Member | June 26, 2020 | Bachelor |

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. Ngo Manh Hung | August 08, 1976 | Master | June 26, 2020 |
| 2 | Mr. Tran Khanh | November 25, 1979 | Bachelor of Economics | Re-appointment |
| 3 | Mr. Hoang Truong Giang | November 23, 1979 | Master in Electronic and Telecommunication | Re-appointment |

1. Chief Accountant.

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| --- | --- | --- | --- | --- |
| No. | Full name | Date of birth | Qualification | Date of appointment |
| 1 | Mr. Le Hoan | December 05, 1981 | Bachelor of Finance and Accounting | Re-appointment |

1. Training on corporate governance:
2. List of affiliated persons of the public company (Annual Report 2023) and transactions between the affiliated persons of the Company with the Company itself
3. Transactions between the Company and affiliated person of the company; or between the Company and major shareholder, PDMR, affiliated person of PDMR (None)
4. Transactions between the Company’s PDMR, related persons of PDMR and subsidiaries, companies controlled by the Company.
5. Transactions between the Company and other entities (None)
	1. Transactions between the Company and companies where members of the Board of Directors, members of the Supervisory Board, the Manager (General Manager) and other managers 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).
	2. Transactions between the Company and companies where affiliated persons of members of the Board of Directors, members of the Supervisory Board, the Manager (General Manager) and other managers are members of the Board of Directors, the Executive Manager (General Manager).
	3. Other transactions of the Company (if any) which can bring material or non-material benefits to members of the Board of Directors, members of the Supervisory Board, the Manager (General Manager) and other managers.
6. Share transactions of PDMR and affiliated persons of PDMR (Annual Report 2023)
7. Company’s share transactions of PDMR and affiliated persons: None
8. Other significant issues (None)