**SAP: Annual General Mandate 2024**

On April 10, 2024, Textbook Printing JSC In Ho Chi Minh City announced General Mandate No. 01/NQ-DHDCDTN2024 as follows:

Article 1. The General Meeting of Shareholders of Textbook Printing JSC In Ho Chi Minh City approved the following issues:

1. Approve the following reports:

* Report on the results of the Board of Directors' activities in 2023; Operational orientation in 2024 and the following years.
* Report on the production and business results in 2023 and the plan for 2024 of the Executive Board.
* Report on the activities of the Supervisory Board in 2023. -

1. Approve the contents in the proposals:
   1. Production and business results and Audited Financial Statements for and approve profit distribution for 2023, Details:

* Production and Business Results 2023:

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Target | Unit | Implementation |
| 1 | 17\*24 cm TP Print page output | Million pages | 438.8 |
| 2 | 17\*24 cm CN Print page output | Million pages | 876.5 |
| 3 | Revenue from goods sold and services provided | Billion VND | 8.876 |
| 4 | Profit before tax | Billion VND | 0.202 |
| 5 | Dividend | % | 0% |
| 6 | Exercised salary fund | Billion VND | 3.8 |

* Distribution of profit after tax and remuneration of the Board of Directors and Supervisory Board in 2023:

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Contents | Rate | Amount (VND) |
| 1 | Investment and development fund. | 5% Profit after tax | 9,153,056 |
| 2 | Bonus and welfare fund | 10% Profit after tax | 18,306,113 |
| 3 | Bonus fund for the Executive Board. | 0% Profit after tax |  |
| 4 | Remuneration of the Board of Directors (Member of the Board of Directors, Person in charge of Information Disclosure, secretariat) | 7% Profit after tax | 12,814,279 |
| 5 | Remuneration of the Supervisory Board | 2% Profit after tax | 3,661,223 |
|  | Total |  | 43,934,671 |

* 1. Orientation of Investment - Production and Business Development Activities in 2024 and the following years.

a/ Regarding machinery and equipment:

Authorize the Board of Directors to decide on the liquidation of old and outdated machinery and equipment; At the same time, invest in modern machinery and equipment in accordance with the provisions of law with the goal of bringing revenue and profits to the company and jobs for workers.

b/ Plan to arrange and restructure printing activities and exploit premises and facilities:

* Restructure and rearrange production and business activities in loss-making areas.
* Implement plan to relocate the printing factory to the suburbs to expand production, meet the needs of business expansion in the near future.
* Implement the search for business cooperation partners to effectively exploit the space at 240 Tran Binh Trong, Ward 4, District 5, Ho Chi Minh City to increase revenue for the company.
* Implement the search for business cooperation partners to effectively exploit the space in Cat Lai Industrial Park, District 2, City. HCM to increase revenue for the company.

2.3. Production and business, profit distribution plan for 2024, details:

* Production and Business plan for 2024;

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Target | Unit | Plan for 2024 |
| 1 | 17\*24 cm TP Print page output | Million pages | 800 |
| 2 | 17\*24 cm CN Print page output | Million pages | 1,600 |
| 3 | Revenue | Billion VND | 24.000 |
| 4 | Profit before tax | Billion VND | 2.500 |
| 5 | Dividend | % | 0% |
| 6 | Salary fund | Billion VND |  |

* Regarding salary unit price and salary fund in 2024:

Based on the Company's production and business situation, authorize the Board of Directors to decide the salary unit price and salary fund in 2024 for employees with a minimum salary fund of 3.8 billion VND.

* Plan of distributing profit after tax in 2024:

Development and investment fund: 5% Profit after tax

Bonus and welfare fund: 10% Profit after tax

Bonus fund for Executive Board 3% Profit after tax

In 2024, not only dividends, but the remaining profit after deducting the above funds will continue to be deducted from losses carried forward from previous years; If there are still profit remaining, deduct the remaining dividends from 2013; The bonus and welfare fund was spent in 2013 and 2014.

1. Approve remuneration for the Board of Directors and Supervisory Board in 2024, details:

* Remuneration of the Board of Directors (Member of the Board of Directors): 3%-5%/Profit after tax.
* Remuneration of the Supervisory Board (member of the Supervisory Board, Person in charge of Information disclosure, secretariat): 3%/Profit after tax.

Remuneration of the Board of Directors, the Supervisory Board, and Executive Board reward fund is implemented after the audited annual Financial Statements and Board Resolutions are approved.

1. Authorize the Board of Directors to choose an audit company for the Financial Statements 2024
2. AAC Auditing and Accounting Company Limited;
3. A&C Auditing and Accounting Company Limited;
4. AASC Auditing and Accounting Company Limited;
5. Approve the transactions between the Company and related parties of the Company
6. Approve the adjustment to reduce the charter capital on the company's business registration certificate to equal the actual contributed capital.

Article 2. Approve the election of members of the Board of Directors, Supervisory Board and election of members of the Board of Directors and Supervisory Board for the term (2024 - 2028):

The list of elected members of the Board of Directors and Supervisory Board as follows:

|  |  |
| --- | --- |
| No. | Full name |
| I | Members of the Board of Directors |
| 1 | Nguyen Kim Lan |
| 2 | Le Phi Long |
| 3 | Nguyen Duc Toan |
| 4 | Vu Bui Bien |
| 5 | Do Huy Kien |
| II | Members of the Supervisory Board |
| 1 | Vo Thi Kim Anh |
| 2 | Huynh Tran Thuy Anh |
| 3 | Bui Thi Anh Tuyet |

Article 3. The General Meeting of Shareholders assigns the Board of Directors to take responsibility for directing and urging the implementation, supervise the implementation of the Decisions of the General Meeting of Shareholders.

Article 4. This General Mandate takes effect from the date of its signing. Relevant individuals, organizations are responsible for the implementation of this General Mandate.