

SONADEZI CORPORATION
DONG NAI WATER JOINT STOCK COMPANY

No: 32 /TB-CN

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

Dong Nai, February 28, 2025

**DISCLOSURE OF INFORMATION ON THE WEBSITE OF THE STATE
SECURITIES COMMISSION AND HANOI STOCK EXCHANGE**

To: - State Securities Commission;
- Hanoi Stock Exchange.

- Company name: Dong Nai Water Joint Stock Company (Dowaco)
- Head office address: No. 48, Cach Mang Thang 8 Street, Trung Dung Ward, Bien Hoa, Dong Nai.
- Telephone: (0251)3843 316 Fax: (0251)3847 149
- Website: www.dowaco.vn
- Stock code: DNW
- Information disclosure officer: **Nguyen Cao Ha**
- Position: Member of Board of Directors, Deputy Director of the Company.
- Type of information disclosed:
 Periodic 24h As requested Other

Details of the information disclosed:

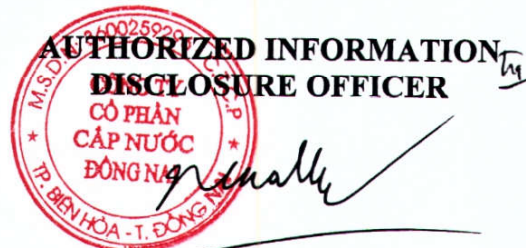
Information Disclosure of Internal Regulations of Governance of Dong Nai Water Joint Stock Company - Amended, supplemented for the 3rd time.

This information is published on the Company's website on...01...3.../2025 at the link <https://dowaco.vn/quan-he-co-dong>.

We hereby commit that the information disclosed above is accurate and take full legal responsibility for its content.

*** Enclosed:**

- Internal Regulations of Governance of Dong Nai Water Joint Stock Company-Amended, supplemented for the 3rd time



Nguyen Cao Ha

**TỔNG CÔNG TY SONADEZI
CÔNG TY CỔ PHẦN CẤP NƯỚC ĐỒNG NAI**



**INTERNAL REGULATIONS ON GOVERNANCE
OF DONG NAI WATER JOINT STOCK COMPANY**

(The 3rd revision)

Ngày 28 tháng 02 năm 2025

Bien Hoa, February 28, 2025

INTERNAL REGULATIONS
On Governance of Dong Nai Water Joint Stock Company

Pursuant to Securities Law No. 54/2019/QH14 dated November 26, 2019;

Pursuant to Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;

Pursuant to Decree No. 155/2020/ND-CP dated December 31, 2020 of the Government detailing the implementation of a number of articles of the Law on Securities;

Pursuant to Circular No. 116/2020/TT-BTC dated December 31, 2020 of the Minister of Finance guiding a number of provisions on corporate governance applicable to securities companies in Decree No. 155/2020/ND-CP dated December 31, 2020 of the Government detailing the implementation of a number of articles of the Law on Securities;

Pursuant to the Charter of Dong Nai Water Joint Stock Company approved by the General Meeting of Shareholders on February 28, 2024;

Pursuant to Resolution of the General Meeting of Shareholders No. 01/NQ-DHDCD 2025 dated February 28, 2025.

The Board of Directors of Dong Nai Water Joint Stock Company issued the Company's internal regulations on governance including the following contents:

Article 1. Scope of adjustment and applicable subjects

1. Scope of adjustment: The internal regulations on corporate governance stipulate in detail a number of contents on the order and procedures for the General Meeting of Shareholders; election of members of the Board of Directors, the Supervisory Board and on governance work not yet specified in the Company Charter.

2. Applicable subjects: This regulation applies to members of the Board of Directors, members of the Supervisory Board, the Management Board and related individuals and units.

Article 2. General meeting of shareholders

1. The order and procedures for the General Meeting of Shareholders to pass resolutions by voting at the meeting include the following contents:

a) Authority to convene the General Meeting of Shareholders according to Article 13 of the Company Charter.



b) Notice of finalization of the list of shareholders entitled to attend the meeting and preparation of the list of shareholders entitled to attend the meeting according to Point a, Clause 2, Article 16 of the Company Charter.

c) Notice of invitation to the General Meeting of Shareholders shall be made in accordance with Clause 3, Article 16 of the Company Charter.

d) Shareholders' proposals for content to be included in the meeting agenda according to Clauses 4, 5, and 6 of the Company Charter. In case the person convening the General Meeting of Shareholders refuses the proposal specified in this point, no later than 02 working days before the opening date of the General Meeting of Shareholders, the response must be in writing and state the reasons.

e) Authorization for a representative to attend the General Meeting of Shareholders according to Clause 2, Article 15 of the Company Charter.

f) Method of registration to attend the General Meeting of Shareholders:

The method of registration to attend the General Meeting of Shareholders is clearly stated in the Notice of Invitation to the General Meeting of Shareholders, including direct contact or sending the Registration/Authorization Form to attend the meeting (according to the form attached to the Notice of Invitation to the General Meeting of Shareholders) to the Company.

Shareholders register to attend the General Meeting of Shareholders in the manner stated in the notice, including:

- Attend and vote/elect directly at the meeting;
- Authorize another representative to attend and vote/elect at the meeting;
- Send Voting Cards and Electing Cards to the meeting via mail, fax, email.

g) Conditions for holding meetings according to Article 17 of the Company Charter

h) The voting method, vote counting method and notification of vote counting results shall be implemented in accordance with Clause 2 and Clause 3, Article 18 of the Company Charter. In addition, shareholders or shareholders' representatives must sign the Voting Cards before submitting the card to the Vote Counting Board.

i) Conditions for the resolution to be passed according to Clause 1, Clause 3, Article 20 of the Company Charter.

k) Method of objection to the resolution of the General Meeting of Shareholders:

Shareholders who have voted against the resolution on the reorganization of the Company or the change of the rights and obligations of shareholders as stipulated in the Company Charter have the right to request the Company to buy back their shares. The request must be in writing, clearly stating the name and address of the shareholder, the number of shares of each type, the intended selling price, and the reason for requesting the Company to buy back. The

request must be sent to the Company within 10 days from the date the General Meeting of Shareholders passes the resolution on the matters stipulated in this point.

The Company must repurchase shares at the request of shareholders as prescribed in this point at market price within 90 days from the date of receipt of the request. In case the parties cannot agree on the price, they may request a professional valuation organization to determine the price. The Company shall introduce at least 03 professional valuation organizations for shareholders to choose from and the final decision shall be made by that selection.

1) Minutes of the General Meeting of Shareholders and Resolutions of the General Meeting of Shareholders are prepared and disclosed in accordance with Article 22 of the Company Charter.

2. The order, procedures for the General Meeting of Shareholders to pass resolutions by obtaining written opinions shall comply with Article 21 of the Company Charter.

3. The order, procedures for the General Meeting of Shareholders to pass resolutions via online conference (including order, procedures for organizing meetings and voting), in which the following contents must be clearly stated:

a) Notice of convening an online General Meeting of Shareholders:

- Competence to convene the General Meeting of Shareholders according to Article 13 of the Company Charter.

- Notice of finalization of the list of shareholders entitled to attend the General Meeting of Shareholders and preparation of the list of shareholders entitled to attend the meeting according to Point a, Clause 2, Article 16 of the Company Charter.

- Notice of invitation to the General Meeting of Shareholders shall be made in accordance with Clause 3, Article 16 of the Company Charter. Voting/electing cards do not need to be sent with the online meeting invitation.

b) Method of registration to attend the online General Meeting of Shareholders:

The method of registration to attend the online General Meeting of Shareholders before the opening date of the General Meeting of Shareholders is clearly stated in the Notice of Invitation to the General Meeting of Shareholders, including:

- Conditions of participation:

+ Have their names on the list of shareholders entitled to attend the General Meeting of Shareholders established according to the notice of exercise of rights of the Company.

+ Authorized representatives are eligible to attend according to the provisions of law and the Company Charter.



- Technical requirements: Shareholders or shareholders' representatives need to have an electronic device connected to the internet (for example: computer, tablet, mobile phone, other electronic device with internet connection...).

- Method of recording shareholders or shareholders' representatives attending the online General Meeting of Shareholders: Shareholders or shareholders' representatives are recorded by the electronic voting system as attending the online General Meeting of Shareholders when the shareholder or shareholder's representative accesses the system using the access information provided under Point c Clause 3 of this Article and has voted on the online system to confirm attendance at the online General Meeting of Shareholders.

c) Provide login information and perform electronic voting:

- Information on the access path to the electronic voting system, login name, access password and other identification factors (if any) to attend the online General Meeting of Shareholders will be provided in the notice inviting the General Meeting of Shareholders (or the form of notification of login information as prescribed by the Board of Directors). Shareholders or shareholders' representatives must be responsible for keeping their login names, access passwords and other identification factors provided confidential to ensure that only shareholders or shareholders' representatives have the right to vote on the electronic voting system and are fully responsible for this registered information.

- When a shareholder or a shareholder's representative requests to re-provide login information, the Meeting Organizing Committee may notify in person, by email or by phone. The provision of login information via email or phone is only carried out based on shareholder information from the list of shareholders with voting rights established by the Vietnam Securities Depository and Clearing Company according to notice of performing the Company's rights.

- Shareholders or shareholders' representatives use their login name, password or other identification factors (if any) to access the electronic voting system and conduct electronic voting according to the content of the online Shareholders' Meeting Agenda.

d) Authorization for a representative to attend the online General Meeting of Shareholders:

- Shareholders shall perform authorization in accordance with the provisions of Clause 2, Article 15 of the Company Charter.

- Some regulations to note when performing online authorization:

- + Shareholders must provide complete information to perform online authorization, especially providing information of the authorized party: phone number, contact address and email address. This is the basis for providing login

name, access password and other identification factors (if any) for the authorized party.

+ Online authorization is only legally valid when the following conditions are satisfied:

* When the shareholder fills in all the information in the online authorization form and completes the online authorization.

* The authorization letter is printed according to the online authorization form with full signature, full name, and seal (if an organization) of the authorizing party and the authorized party.

* The Company receives the original Power of Attorney before the meeting opens.

+ Cancellation of the authorization for shareholders who have authorized online: shareholders send an official document requesting to cancel the online authorization to the Company before the opening of the meeting. Note that the time for recording the effective cancellation of authorization is calculated from the time the Company receives the official document requesting to cancel the online authorization.

+ Cancellation of the authorization will be invalid if the authorized representative has voted/elected on any issue of the content of the online Shareholders' Meeting Agenda.

d) Conditions for holding meetings as prescribed in Article 17 of the Company Charter.

e) The form of passing the Resolution of the online General Meeting of Shareholders is selected by the Board of Directors from one of the following two options and is specified in the Working Regulations of the online General Meeting of Shareholders:

- Conduct by electronic voting according to Point h, Clause 3 of this Article.

- Or other forms as prescribed by the Working Regulations of the online General Meeting of Shareholders.

g) Discussion at the online General Meeting of Shareholders:

- Principles:

+ Discussions may only be conducted within the prescribed time and within the scope of the content and agenda of the Shareholders' Meeting;

+ Only shareholders or shareholders' representatives are allowed to participate in the discussion;

+ Shareholders or shareholders' representatives who want to discuss must register the discussion content in the form specifically prescribed in the Working Regulations of the meeting;



+ The Secretary will arrange the discussion contents of shareholders or shareholders' representatives in order of registration and forward them to the Chairman.

- Respond to comments from shareholders or shareholders' representatives:

+ Based on the opinions of shareholders or shareholders' representatives, the Chairman or a member designated by the Chairman will answer the opinions of shareholders or shareholders' representatives;

+ In case of limit to organization time, questions that are not answered directly at the meeting will be answered by the Company later.

h) Electronic voting method:

- Voting method:

+ Shareholders or shareholders' representatives choose one of three voting options: **approve, disapprove or no opinion** on each content put up for vote at the meeting that has been installed on the electronic voting system.

+ Then, the shareholder or shareholder's representative must confirm the vote so that the electronic voting system can record the results.

- Voting method: Pursuant to the Company Charter, the election of members of the Board of Directors and the Supervisory Board must be carried out by the method of cumulative voting ("Cumulative voting" or "Numbered voting"). Accordingly, shareholders or representatives of shareholders shall vote by selecting the "Cumulative voting" box or clearly recording the number of votes in the "Number of votes" box of the corresponding candidates on the electing Ballots installed on the electronic voting system. After that, shareholders or representatives of shareholders must confirm the election so that the electronic voting system can record the results.

- Some other regulations when conducting electronic voting:

+ In case a shareholder or shareholder's representative does not fully implement the voting and election contents according to the meeting agenda, the contents that have not been voted or elected shall be considered as the shareholder or shareholder's representative not voting or electing that content.

+ In case of arising contents outside the submitted meeting agenda, shareholders or shareholders' representatives can vote and elect additional members. If shareholders or shareholders' representatives do not vote or elect on the arising contents, it is considered that shareholders or shareholders' representatives do not vote or elect on such arising contents.

+ Shareholders or shareholders' representatives can change the voting and election results (but cannot cancel the voting and election results); including the results of additional voting and election of contents arising outside the meeting agenda. The online system only records the vote count for the final voting and

election results at the end of the electronic voting of each vote counting period as stipulated in the Working Regulations of the meeting.

+ In case, the shareholder or the shareholder's representative conducts a recorded vote: An invalid ballot is a ballot with a total number of votes for candidates greater than the total number of votes that the shareholder or the shareholder's representative is entitled to vote.

+ The time for electronic voting is specifically stipulated in the Working Regulations of the meeting. Shareholders or shareholders' representatives can access the electronic voting system and vote 24 hours a day and 07 days a week, except in case of system maintenance or other reasons beyond the control of the Company. After the voting time ends, the system will not record any more electronic voting results from shareholders or shareholders' representatives.

i) Online vote counting method: When shareholders or shareholders' representatives vote/elect, the number of votes and ballots are recorded on the system according to the principle of votes in favor, votes against, and votes without opinion.

k) Announcement of vote counting results: Based on the vote counting minutes recorded as prescribed in Point i, Clause 3 of this Article, the Vote Counting Board will check, summarize and report to the Chairman the vote counting results of each content according to the meeting agenda. The vote counting results will be announced by the Chairman/Vote Counting Board immediately before the closing of the meeting. The results and data will be exported to soft and hard copies and will be stored at the Company.

l) Prepare minutes of the General Meeting of Shareholders:

- Comply with Article 22 of the Company Charter.

- The venue recorded in the minutes of the online Shareholders' Meeting is the venue where the Chairman is present. This venue must be within the territory of Vietnam.

- The form of approval of the Minutes of the General Meeting of Shareholders is specifically stipulated in the Working Regulations of the General Meeting of Shareholders.

m) Announce the Resolution of the General Meeting of Shareholders according to Article 22 of the Company Charter.

n) In case of force majeure:

- During the online General Meeting of Shareholders and electronic voting, force majeure events may occur at the location where the Chairman conducts the meeting (excluding force majeure events for one or several shareholders or representatives of shareholders attending) such as: natural disasters, fires, power outages or internet connection loss, technical problems, requests or instructions from competent authorities, etc.



- In case of force majeure events that cannot be resolved so that the meeting can continue within 60 minutes, the Chairman will declare the meeting to be suspended, all contents that have been voted on before the suspension (if any) will be canceled. These contents will be voted on again at the nearest General Meeting of Shareholders.

4. The order and procedures for the General Meeting of Shareholders to pass resolutions in the form of a combined direct and online conference include the following contents:

a) Notice of convening the General Meeting of Shareholders in the form of a combined direct and online conference:

- Authority to convene the General Meeting of Shareholders according to Article 13 of the Company Charter.

- Notice of closing the list of shareholders entitled to attend the meeting and making a list of shareholders entitled to attend the meeting according to Point a, Clause 2, Article 16 of the Company Charter.

- Notice of invitation to the General Meeting of Shareholders shall be made in accordance with Clause 3, Article 16 of the Company Charter. Voting/electing cards do not need to be sent with the online meeting invitation.

b) Method of registration to attend the General Meeting of Shareholders in the form of a combined direct and online conference:

- For shareholders or shareholders' representatives registering to attend directly: follow point e, clause 1 of this Article.

- For shareholders or shareholders' representatives registering to attend online: follow point b, clause 3 of this Article.

c) Provide login information and conduct electronic voting in the form of a combined direct and online conference (applicable to shareholders or shareholders' representatives who register to attend online) according to Point c, Clause 3 of this Article.

d) Authorization for a representative to attend the General Meeting of Shareholders in the form of a combined direct and online conference:

- For shareholders or shareholders' representatives registering to attend directly: follow Point d, Clause 1 of this Article;

- For shareholders or shareholders' representatives registering to attend online: follow Point d, Clause 3 of this Article.

d) Conditions for holding meetings according to Article 17 of the Company Charter

e) Form of passing resolutions of the General Meeting of Shareholders:

- For shareholders or shareholders' representatives registering to attend directly: follow Point h, Clause 1 of this Article;

- For shareholders or shareholders' representatives registering to attend online: follow Point e, Clause 3 of this Article.

g) Discussion at the General Meeting of Shareholders: Implement according to Point g, Clause 3 of this Article.

h) Voting method:

- For shareholders or shareholders' representatives registering to attend directly: follow Point h, Clause 1 of this Article;

- For shareholders or shareholders' representatives registering to attend online: follow Point h, Clause 3 of this Article.

i) Method of counting votes:

- For shareholders or shareholders' representatives registering to attend directly: follow Point h, Clause 1 of this Article;

- For shareholders or shareholders' representatives registering to attend online: follow Point i, Clause 3 of this Article.

k) Announcement of vote counting results: Based on the vote counting minutes recorded as prescribed in Point i, Clause 4 of this Article, the Vote Counting Board will check, summarize and report to the Chairman the vote counting results of each content according to the meeting agenda. The vote counting results will be announced by the Chairman/Vote Counting Board immediately before the closing of the meeting.

l) Prepare minutes of the General Meeting of Shareholders

- Comply with Article 22 of the Company Charter

- The venue recorded in the minutes of the Shareholders' Meeting is the venue where the Chairman is present. This venue must be within the territory of Vietnam.

- The form of approval of the Minutes of the Shareholders' Meeting is specifically stipulated in the Working Regulations of the Shareholders' Meeting.

m) Announce the Resolution of the General Meeting of Shareholders as prescribed in Article 22 of the Company Charter.

5. Based on the actual situation, specific conditions and requirements, tasks of the General Meeting of Shareholders, the Board of Directors shall develop and promulgate working regulations, regulations on nomination, candidacy, election and other appropriate regulations to submit to the General Meeting of Shareholders for approval to conduct the meeting.

Article 3. Nomination, candidacy, election, dismissal and removal of members of the Board of Directors

1. Members of the Board of Directors must meet the standards and conditions specified in Clause 4, Article 24 of the Company Charter.

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2. Method of nomination and candidacy for Board of Directors members according to Clause 2 and Clause 3, Article 24 of the Company Charter.

3. Method of electing members of the Board of Directors:

a) Before the election, shareholders or shareholders' representatives are given votes on which the registration number, full name of the shareholder or full name of the shareholder's representative, number of votes and list of candidates are recorded.

b) The election of members of the Board of Directors must be carried out by cumulative voting, whereby each shareholder has a total number of votes corresponding to the total number of votes multiplied by the number of elected members of the Board of Directors. Shareholders have the right to accumulate all or part of their total votes for one or several candidates. The elected members of the Board of Directors are determined by the number of votes from high to low, starting from the candidate with the highest number of votes until the number of members required to be elected is sufficient. In case there are 02 or more candidates with the same number of votes for the final member of the Board of Directors, a re-election will be held among the candidates with the same number of votes.

4. Members of the Board of Directors shall be dismissed or removed in the cases specified in Clause 4, Article 25 of the Company Charter.

5. The Company shall publish information on the election, dismissal and removal of members of the Board of Directors on the Company's website and in accordance with the provisions of law on the stock market.

Article 4. Selection, appointment and dismissal of the person in charge of corporate governance

1. The person in charge of corporate governance must meet the following standards:

a) Understand the Law on Enterprises, the Law on Securities and legal regulations related to the Company's production and business activities;

b) Not to concurrently work for an independent auditing company that is auditing the Company's financial statements;

c) Other standards as decided by the Board of Directors.

2. The Board of Directors decides on the appointment of the person in charge of corporate governance.

3. Cases of dismissal or removal of the person in charge of corporate governance:

a) No longer meets the standards prescribed in Clause 1 of this Article;

b) Have a resignation letter;

c) Violation of the obligations of the person in charge of corporate governance as prescribed in Clause 3, Article 30 of the Company Charter;

d) Failure to complete the task;

e) According to the Resolution of the Board of Directors; The Board of Directors may dismiss the Person in charge of corporate governance when necessary but not contrary to current legal regulations on labor.

4. The Company shall publish information on the appointment and dismissal of the person in charge of corporate governance on the Company's website and in accordance with the provisions of law on the stock market.

Article 5. Nomination, candidacy, election, dismissal and removal of members of the Supervisory Board

1. Members of the Supervisory Board must meet the standards and conditions specified in Clause 4, Article 34 of the Company Charter.

2. Method of nomination and candidacy for members of the Supervisory Board according to Clause 2 and Clause 3, Article 34 of the Company Charter.

3. Method of electing members of the Supervisory Board:

a) Before the election, shareholders or shareholders' representatives are given votes on which the registration number, full name of the shareholder or full name of the shareholder's representative, number of votes and list of candidates are recorded.

b) The election of members of the Supervisory Board must be carried out by cumulative voting, whereby each shareholder has a total number of electing cards corresponding to the total number of voting cards multiplied by the number of elected members of the Supervisory Board. Shareholders have the right to accumulate all or part of their total electing cards for one or several candidates. The elected members of the Supervisory Board are determined according to the number of electing cards from high to low, starting from the candidate with the highest number of electing cards until the number of members required to be elected is sufficient. In case there are 02 or more candidates with the same number of electing cards for the last member of the Supervisory Board, a re-election will be held among the candidates with the same number of electing votes.

4. Members of the Supervisory Board shall be dismissed or removed in the cases specified in Clause 2 and Clause 3, Article 35 of the Company Charter.

5. The Company shall publish information on the election, dismissal and removal of members of the Supervisory Board on the Company's website and in accordance with the provisions of law on the stock market.

Article 6. Coordination of activities between the Board of Directors, the Supervisory Board and the Director



1. Orders and procedures of convening, notice of meeting, recording of minutes, notification of results between the Board of Directors, the Supervisory Board and the Director are implemented according to Article 29 of the Company Charter and the following provisions:

a) The Supervisory Board shall receive meeting invitations, voting forms for Board of Directors members and accompanying documents at the same time and in the same manner as Board of Directors members.

b) In case the Director is invited to attend the Board of Directors meeting, he/she will receive notice and accompanying documents (if any).

c) Minutes of the Board of Directors' meetings and resolutions of the Board of Directors shall be sent to the Supervisory Board and the Director at the same time and in the same manner as to members of the Board of Directors.

2. Supervisory Board meeting:

a) The Supervisory Board has the right to request members of the Board of Directors and the Director to attend meetings of the Supervisory Board and answer questions of interest to members of the Supervisory Board. Requests to attend meetings of the Supervisory Board must be sent in writing, clearly stating the purpose, issues to be discussed and accompanying documents (if any).

b) Minutes of the meeting of the Supervisory Board with the participation of members of the Board of Directors and the Director must be sent to the members attending the meeting.

3. In case the Supervisory Board or the Director requests to convene a meeting of the Board of Directors, a written document must be sent to the Chairman of the Board of Directors, clearly stating the purpose, issues to be discussed and decisions within the authority of the Board of Directors. The Chairman of the Board of Directors must convene a meeting of the Board of Directors within the time limit specified in Clause 5, Article 29 of the Company Charter.

4. No later than 30 days from the end of the quarter, the Director must prepare a report to the Board of Directors and the Supervisory Board on:

a) Results and situation of production and business activities;

b) Implementation of assigned tasks and powers;

c) Implementation of Board of Directors' resolutions and matters authorized by the Board of Directors.

5. Coordinate control, operation and supervision activities among members of the Board of Directors, Supervisors and the Director.

a) The Board of Directors supervises the Director in the daily business operations of the Company; the Supervisory Board supervises the Board of Directors and the Director in the management and operation of the Company. When discovering that a member of the Board of Directors or the Director violates the provisions of law, the Company Charter, or the Board of Directors'

resolutions, the supervisory agency must immediately notify the violator in writing, requesting the violator to stop the violation and take measures to remedy the consequences.

b) In case the Board of Directors discovers that a member of the Supervisory Board has violated the performance of assigned rights and obligations, the Board of Directors must notify the Supervisory Board in writing; request the violator to stop the violation and take measures to remedy the consequences.

c) The annual internal audit plan must be sent to the Supervisory Board for coordination in inspection and control work.

d) The Board of Directors organizes internal inspection and audit teams at the Company and its member units and affiliated units and must send the inspection decision to the Supervisory Board for information. The Supervisory Board has the right to send people to participate in internal inspection and audit teams and must notify the Board of Directors in writing about this participation.

e) The Supervisory Board must notify the Board of Directors and the Director in writing when conducting inspection activities at the Company 05 working days in advance.

6. In case the Supervisory Board conducts an inspection of the Company's capital representatives at member units and requests the provision of data, documents, information and explanations of activities at member companies, it must send a written notice to the Chairman of the Board of Directors 05 working days before implementation, clearly stating the content to be inspected and controlled.

Article 7. Regulations on annual assessment, rewards and discipline for members of the Board of Directors, members of the Supervisory Board, Directors and other executives

1. Annual review:

Based on the assigned functions and tasks, the Board of Directors organizes the evaluation of the performance of each member of the Board of Directors, Head of the Supervisory Board, Director and other executives.

Based on the assigned functions and tasks, the Head of the Supervisory Board organizes the assessment of the performance of each member of the Supervisory Board.

2. Reward:

Based on the production and business results, the Board of Directors shall submit to the Annual General Meeting of Shareholders every year to decide on the allocation of bonus funds for the Board of Directors, Supervisory Board, Director and other executives.



Based on the annual assessment results, the Board of Directors decides on bonuses for members of the Board of Directors, members of the Supervisory Board, the Director and other executives.

3. Discipline:

Pursuant to the Law on Enterprises, the Company Charter, and the Labor Code, the Board of Directors shall consider and submit to the General Meeting of Shareholders for decision on disciplinary action against members of the Board of Directors if they violate the law. The level of disciplinary action ranges from warning, reprimand, dismissal, and removal from office.

Pursuant to the Law on Enterprises, the Company Charter, and the Labor Code, the Supervisory Board shall consider and submit to the General Meeting of Shareholders for decision on disciplinary action against members of the Supervisory Board if they violate the law. The level of disciplinary action ranges from warning, reprimand, dismissal, and removal from office.

Pursuant to the Law on Enterprises, the Company Charter, and the Labor Code, the Board of Directors shall consider and decide on disciplinary action against the Director and Executives if they violate the law. The level of disciplinary action ranges from warning, reprimand, warning, extension of salary increase period, dismissal, and removal.

Article 8. Supplements and amendments

1. Amendments and supplements to this Charter must be considered by the Company's Board of Directors and submitted to the General Meeting of Shareholders for approval.

2. In case there are provisions of law related to the Company's management activities that have not been mentioned in this Charter or in case there are new provisions of law and the Company Charter that are different from the provisions in this Charter, those provisions shall naturally be applied and regulate the Company's management activities.

Article 9. Effectiveness for implementation

1. This Regulation takes effect from the date of issuance. Previous regulations contrary to this Regulation are hereby repealed.

2. Members of the Board of Directors, Heads and Deputy Heads of units and relevant officers and employees are responsible for implementation.

FOR BOARD OF DIRECTORS
CHAIRPERSON



Pham Thi Hong