

RESOLUTION
THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
OF LAP PHUONG THANH PRODUCTION AND TRADING JOINT STOCK COMPANY

- Pursuant to the Law on Enterprises No. 59/2020/QH2024 dated June 17, 2020;
- Pursuant to Charter of on organization and operation of Lap Phuong Thanh Production and Trading Joint Stock Company;
- Based on the voting results at the 2025 Annual General Meeting of Shareholders of Lap Phuong Thanh Production and Trading Joint Stock Company;
- Pursuant to the Minutes of the 2025 Annual General Meeting of Shareholders of Lap Phuong Thanh Production and Trading Joint Stock Company.

DECIDES:

Article 1: To approve the Report of the Board of Directors (BOD) (The Report No. 01/2025/BC-ĐHĐCĐ attached).

Article 2: To approve the Report of the independent member of the BOD in the Audit Committee (The Report No. 02/2025/BC-ĐHĐCĐ attached).

Article 3: To approve the 2024 audited financial statements (The Proposal No. 01/2025/TTr-ĐHĐCĐ attached).

Article 4: To approve the business plan for 2025 (The Proposal No. 02/2025/TTr-ĐHĐCĐ attached). The main contents are follows:

No.	Indicators	Year 2024	Plan for 2025	Increase/ Decrease (%)
1	Revenue from sales of goods and rendering of services	372.057.657.207	295.000.000.000	-20,7%
	In which:			
-	Revenue from sales of goods	293.159.651.450	240.000.000.000	-18,1%
-	Revenue from rendering services	78.898.005.757	55.000.000.000	-30,3%
2	Profit before tax	17.783.712.927	9.000.000.000	-49,4%
3	Profit after tax	14.163.706.074	7.200.000.000	-49,2%
4	Dividend payout ratio (%/Charter capital)	10%	5%	-50%



Article 5: To approve Distribution of accumulated after-tax profits as of December 31, 2024 (The Proposal No. 03/2025/TTr- ĐHĐCĐ attached). The main contents are follows:

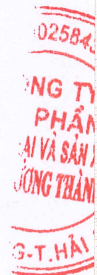
No.	Indicators	Value (VND)
I	Undistributed after-tax profit as of December 31, 2024	34.228.324.360
1	Undistributed after-tax profit accumulated as of the end of the previous period	20.064.618.286
2	Undistributed after-tax profit as of this period	14.163.706.074
II	Dividend payment for 2024	12.000.000.000
III	Undistributed after-tax profit retained for the following year	22.228.324.360

Article 6: To approve the dividend payment for the year 2024 (The Proposal No. 04/2025/TTr-ĐHĐCĐ attached). The main contents are follows:

1. Dividend payment method: In cash
2. Dividend payout ratio: 10% (1 share receives 1.000 VND)
3. Eligible recipients of dividends: Shareholders of Lap Phuong Thanh Production and Trading Joint Stock Company, according to the shareholder list as of the final registration date to exercise dividend rights.
4. Total number of shares entitled to dividend: 12.000.000 shares
5. Total dividend payout: 12.000.000.000 VND
6. Source of funds: From undistributed after-tax profits as of December 31, 2024, according to the audited financial statements for the year 2024.
7. Payment period: Expected in the third quarter of 2025
8. Payment location:
 - + For deposited securities: Shareholders will receive their dividends at the custodian members where their accounts are held.
 - + For non-deposited securities: Shareholders will receive their dividends in cash at Lap Phuong Thanh Production and Trading Joint Stock Company (No. 822, Le Thanh Nghi Avenue, Hai Tan Ward, Hai Duong City, Hai Duong Province)
9. Authorize the Board of Directors to decide on the necessary matters to complete the dividend payment to shareholders, specifically as follows:
 - + Decide the specific time for dividend payment;
 - + Carry out the necessary tasks and procedures related to dividend payment to shareholders in accordance with the law and the Company's Charter.

Article 7: To approve payment of remuneration to the Board of Directors and the Audit Committee (The Proposal No. 05/2025/TTr-ĐHĐCĐ attached).

The remuneration payment plan for 2025:



Position	Remuneration
Chairman of the BOD	15.000.000 VND per month
Members of the BOD; Member of the BOD who is also Chairman of Audit Committee; Member of the BOD who is also member of Audit Committee	10.000.000 VND per month

Remuneration will be paid monthly, quarterly, or at the end of the financial year.

Article 8: To approve authorization for the Board of Directors to select the independent auditing company for the year 2025 (The Proposal No. 06/2025/TTr-ĐHĐCĐ attached).

Article 9: To approve the dismissal of all members of the Board of Directors due to the end of their term and to approve the Election regulations for the Board of Directors members for the new term 2025 – 2030 (The Proposal No. 07/2025/TTr-ĐHĐCĐ attached).

Article 10: To approval the list of elected members of the Board of Directors for the new term 2025 – 2030

No.	Full name	Position	Total number of votes
1	Pham Anh Tuan	Member of the BOD	7.925.286
2	Pham Van Tao	Member of the BOD	7.925.286
3	Tran Thi Phuong	Member of the BOD	7.925.286
4	Nguyen Thi Phuong Nhung	Member of the BOD	7.925.286
5	Pham Thi Huyen	Independent member of the BOD	7.925.286

Article 11: Enforcement provision

1. This Resolution was unanimously approved in full by the General Meeting of Shareholders at the 2025 Annual General Meeting of Shareholders and shall be effective from the date of approval.
2. The members of the Board of Directors, the Audit Committee, the Board of Management, and all shareholders of Lap Phuong Thanh Production and Trading Joint Stock Company are responsible for the implementation of this Resolution, ensuring the interests of shareholders and complying with the provisions of the law.

Recipients:

- SSC;
- HNX;
- Shareholders;
- Archived in documents department..

ON BEHALF OF THE GENERAL MEETING
OF SHAREHOLDERS
CHAIRPERSON



PHAM ANH TUAN



No.: 01/2025/BB-DHDCD

Hai Duong, April 18, 2025

MINUTE OF THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

Name of organization: Lap Phuong Thanh Production and Trading Joint Stock Company

Head office: No. 822, Le Thanh Nghi Avenue, Hai Tan Ward, Hai Duong City, Hai Duong Province

Business Registration Code: 0800258431

At 8:30 on April 18, 2025, the 2025 Annual General Meeting of Shareholders of Lap Phuong Thanh Production and Trading Joint Stock Company was held at the Company's head office, located at No. 822, Le Thanh Nghi Avenue, Hai Tan Ward, Hai Duong City, Hai Duong Province, with the following contents:

I. OPENING PROCEDURES OF THE GENERAL MEETING

1. Announcement of the purpose

The Master of Ceremonies announced the reason for convening the 2025 Annual General Meeting of Shareholders of Lap Phuong Thanh Production and Trading Joint Stock Company.

2. Report on Verification of Shareholder Eligibility

The Head of the Shareholder Eligibility Verification Committee announced the results of the verification of shareholders eligibility to attend the Meeting as of 8:30 AM, as follows:

The total number of shareholders and authorized representatives attending the General Meeting was 15 shareholders, representing 7.925.286 shares, equivalent to 7.925.286 votes, accounting for 66,04% of the total votes of Lap Phuong Thanh Production and Trading Joint Stock Company (based on the list of shareholders finalized on March 18, 2025, prepared by the Vietnam Securities Depository and Clearing Corporation)

In accordance with the Law on Enterprises and the Company's Charter, the 2025 Annual General Meeting of Shareholders of Lap Phuong Thanh Production and Trading Joint Stock Company was eligible to be held.

3. Election of the Presiding Committee, the Secretariat and the Vote Counting Committee

To proceed with the General Meeting, the Organizing Committee proposed that the shareholders vote to approve the composition of the Presiding Committee, the Secretariat, and the Vote Counting Committee by raising Voting Cards.

The Presiding Committee:

- Mr. Pham Anh Tuan - Chairman of the Board of Directors – Chairperson
- Mr. Pham Van Tao - Member of the Board of Directors and General Director
- Mrs. Tran Thi Phuong - Member of the Board of Directors



The General Meeting approved the list of the Presiding Committee with 7.925.286 votes in favor, accounting for 100% of the total votes at the General Meeting.

The Secretariat:

- Mrs. Do Phuong Anh
- Mrs Vu Thi Ngan

The General Meeting approved the list of the Secretariat with 7.925.286 votes in favor, accounting for 100% of the total votes at the General Meeting.

The Vote Counting Committee:

- Mr. Nguyen Hai Dinh - Head of Committee
- Mr. Nguyen Minh Hieu - Member
- Mrs. Nguyen Thi Giang - Member

The General Meeting approved the list of the Vote Counting Committee with 7.925.286 votes in favor, accounting for 100% of the total votes at the General Meeting.

II. CONTENTS OF THE GENERAL MEETING

1. The Agenda and the Working Regulations of the General Meeting

- The General Meeting approved the Agenda of the General Meeting (as attached document) with 7.925.286 votes in favor, accounting for 100% of the total votes at the General Meeting.
- The General Meeting approved the Working Regulations of the General Meeting (as attached document) with 7.925.286 votes in favor, accounting for 100% of the total votes at the General Meeting.

2. Reports and Proposals were presented at the General Meeting

2.1. Mr. Pham Anh Tuan presented the Report of the Board of Directors (BOD) (The Report No. 01/2025/BC-ĐHĐCĐ attached).

2.2. Ms. Pham Thi Huyen presented the Report of the independent member of the BOD in the Audit Committee (The Report No. 02/2025/BC-ĐHĐCĐ attached).

2.3. Mrs. Tran Thi Phuong presented:

- **The Proposal for approval the 2024 audited financial statements (The Proposal No. 01/2025/TTr-ĐHĐCĐ attached).**
- **The Proposal for approval the business plan for 2025 (The Proposal No. 01/2025/TTr-ĐHĐCĐ attached).**
- **The Proposal regarding the distribution of accumulated after-tax profits as of December 31, 2024 (The Proposal No. 03/2025/TTr-ĐHĐCĐ attached).**

2.4. Mr. Pham Van Tao presented:

- **The Proposal regarding the dividend payment for the year 2024 (The Proposal No. 04/2025/TTr-ĐHĐCĐ attached).**
- **The Proposal regarding the payment of remuneration to the BOD and the Audit Committee (The Proposal No. 05/2025/TTr-ĐHĐCĐ attached).**
- **The Proposal regarding the selection of an independent auditing company for the year 2025 (The Proposal No. 06/2025/TTr-ĐHĐCĐ attached).**

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2.5. Mr. Pham Anh Tuan presented the Proposal regarding the dismissal of all members of the BOD due to the end of their term and the approval of the Election Regulations for the BOD members for the new term 2025 - 2023 (The Proposal No. 07/2025/TTr-DHĐCĐ attached).

3. Discussion

Mr Nguyen Dinh Chien (authorized representative of the shareholder) – Code No. LPT015 – representing 100 shares has the following question: “In 2024, the Company trained approximately 15.000 students, what were the specific numbers for each training category, and what was the revenue from chip-equipped vehicles?”

Answer:

- Detailed number of students trained by category in 2024:

No.	Vehicle license category in 2024	Number of students
1	Category A	9.095
2	Category B1	2.770
3	Category B2	2.825
4	Category C	423

- Revenue from chip-equipped vehicles (training vehicles): The Company did not generate revenue from leasing chip-equipped vehicles (training vehicles).

4. Voting and Announcement of the Voting Results on the Reports and Proposals presented

4.1. The General Meeting voted to approve the Reports and Proposals using Voting Form, which were then placed into the Ballot box.

4.2. Announcement of the Voting results

At 10:00 AM, the Head of the Vote Counting Committee announced the Minutes of the Vote Counting. The main contents are as follows:

- As of the time of the vote, the number of shareholders and authorized representatives registered to attend the General Meeting was 15 shareholders, representing 7.925.286 shares, equivalent to 7.925.286 votes, accounting for 100% of the total votes at the General Meeting.
- Number of the Voting Forms issued: 15, representing 7.925.286 shares, equivalent to 7.925.286 votes, accounting for 100% of the total votes at the General Meeting.
- Number of Voting Forms collected: 15, representing 7.925.286 shares, equivalent to 7.925.286 votes, accounting for 100% of the total votes at the General Meeting.
- Number of valid Voting Forms: 15, representing 7.925.286 shares, equivalent to 7.925.286 votes, accounting for 100% of the total votes at the General Meeting.
- Number of invalid Voting Forms: 0.

(Detailed voting results for each item of the General Meeting were presented in the Minutes of Vote Counting)

The Reports and Proposals approved at the General Meeting

- a) The Report of the Board of Directors was approved with 7.925.286 votes in favor, accounting for 100% of the total votes at the General Meeting.

- b) The Report of the independent member of the BOD in the Audit Committee was approved with 7.925.286 votes in favor, accounting for 100% of the total votes at the General Meeting.
- c) The 2024 audited financial statements was approved with 7.925.286 votes in favor, accounting for 100% of the total votes at the General Meeting.
- d) The Proposal regarding the business plan for 2025 was approved with 7.925.286 votes in favor, accounting for 100% of the total votes at the General Meeting.
- e) The Proposal regarding the Distribution of accumulated after-tax profits as of December 31, 2024 was approved with 7.925.286 votes in favor, accounting for 100% of the total votes at the General Meeting.
- f) The Proposal regarding the dividend payment for the year 2024 was approved with 7.925.286 votes in favor, accounting for 100% of the total votes at the General Meeting.
- g) The Proposal regarding payment of remuneration to the Board of Directors and the Audit Committee was approved with 7.925.286 votes in favor, accounting for 100% of the total votes at the General Meeting.
- h) The Proposal regarding the selection of an independent auditing company for the year 2025 was approved with 7.925.286 votes in favor, accounting for 100% of the total votes at the General Meeting.
- i) The Proposal regarding dismissal of all members of the Board of Directors due to the end of their term and approval of the election regulations for the Board of Directors members for the new term 2025 – 2030 was approved with 7.925.286 votes in favor, accounting for 100% of the total votes at the General Meeting.

5. Election of members of the Board of Directors for the new term 2025 – 2030

5.1. The General Meeting announced the list of candidates for the Board of Directors for the 2025 - 2030 term as nominated by group of shareholders, as follows:

- Mr Pham Anh Tuan - Candidate for member of the Board of Directors
- Phạm Văn Tạo - Candidate for member of the Board of Directors
- Nguyễn Thị Phương Nhung - Candidate for member of the Board of Directors
- Trần Thị Phương - Candidate for member of the Board of Directors
- Phạm Thị Huyền - Candidate for independent member of the Board of Directors

The General Meeting voted by raising Voting Cards to approve the above list of candidates with 7.925.286 votes in favor, accounting for 100% of the total votes at the General Meeting.

5.2. The General Meeting conducted the election in accordance with the approved Election Regulations.

5.3. At 10:30 AM, the Head of the Vote Counting Committee announced the Minutes of the Election Vote Counting. The main contents are as follows:

- As of the time of the election of the Board of Directors, the number of shareholders and authorized representatives registered to attend the General Meeting was 15 shareholders, representing 7.925.286 shares, equivalent to 39.626.430 votes.
- Number of the Voting Forms issued: 15, representing 7.925.286 shares, equivalent to 39.626.430 votes.

- Number of Voting Forms collected: 15 , representing 7.925.286 shares, equivalent to 39.626.430 votes.
- Number of valid Voting Forms: 15, representing 7.925.286 shares, equivalent to 39.626.430 votes.
- Number of invalid Voting Forms: 0.

Election Results:

No.	Full name	Position	Total number of votes	Ratio (%) <i>(Number of votes/Number of shares with voting rights at the General Meeting)</i>
1	Pham Anh Tuan	Member of the BOD	7.925.286	100%
2	Pham Van Tao	Member of the BOD	7.925.286	100%
3	Nguyen Thi Phuong Nhung	Member of the BOD	7.925.286	100%
4	Tran Thi Phuong	Member of the BOD	7.925.286	100%
5	Pham Thi Huyen	Independent member of the BOD	7.925.286	100%

Therefore, Mr. Pham Anh Tuan, Mr. Pham Van Tao, Mrs. Nguyen Thi Phuong Nhung, Mrs. Tran Thi Phuong and Ms. Pham Thi Huyen were elected as members of the Board of Directors for the 2025 – 2030 term.

III. CLOSING PROCEDURES OF THE GENERAL MEETING

The Secretariat presented the full draft of the Minutes and Resolutions at the General Meeting.

The General Meeting voted by raising Voting Cards to approve the Minutes and Resolutions of the Meeting with 100% votes in favor.

The Chairperson declared the General Meeting closed. The 2025 Annual General Meeting of Shareholders of Lap Phuong Thanh Production and Trading Joint Stock Company closed at 11:00 AM on the same day.

ON BEHALF OF THE SECRETARIAT

DO PHUONG ANH

ON BEHALF OF THE GENERAL MEETING OF SHAREHOLDERS

CHAIRPERSON



PHAM ANH TUAN



LAP PHUONG THANH PRODUCTION AND TRADING JSC.

No. 822, Le Thanh Nghi Avenue, Hai Tan Ward, Hai Duong City, Hai Duong Province

AGENDA

OF 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

Time	Content
8h00 – 8h30	Welcoming delegates, shareholders and shareholder registration.
8h30 – 9h00	Opening of the General Meeting: <ul style="list-style-type: none">- Announcement of the purpose and introduction of delegates- Report on the attendance rate of shareholders- Approval of the regulation on the Organization of the General Meeting- Approval of personnel for the Presidium, the Secretarial and the Vote Counting Committee.- Approval of the Agenda for the General Meeting
9h00 – 9h20	Report of the Board of Directors
9h20 – 9h30	Report of the independent member of the Board of Directors in the Audit Committee
9h30 – 10h00	<ul style="list-style-type: none">- Proposal for approval of the 2024 audited financial statements- Proposal for approval of the business plan for 2025- Proposal regarding the distribution of after-tax profit- Proposal regarding the dividend payment for 2024- Proposal regarding the payment of remuneration for the Board of Directors and the Audit Committee- Proposal regarding the selection of an independent auditing company for the year 2025- Proposal regarding the dismissal of all of members of the Board of Directors due to the end of their term and approval of the Election regulations for the Board of Directors members for the new term 2025 – 2030- Other matters within the authority of the General Meeting (if any).
10h00 – 10h30	The General Meeting discuss the issues presented above.
10h30 – 10h45	Voting to approve the reports and proposals
10h45 – 11h00	Break for a recess, the Vote Counting Committee count the votes
11h00 – 11h10	Announcement of results of the vote counting
11h10 – 11h40	Election of the Board of Directors for the new term 2025 – 2030
11h40 – 11h55	Approval of the Minutes and Resolutions of the General Meeting
11h55 – 12h00	Closing of the General Meeting

Note: The Agenda may change depending on the actual circumstances during the organization of the 2025 Annual General Meeting of Shareholders.

WORKING REGULATIONS OF THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

Pursuant to:

- Law on Enterprises No. 59/202/QH14 dated June 17, 2020;
- Law on Securities No. 54/2019/QH14 dated November 26, 2019;
- The current Charter of Lap Phuong Thanh Production and Trading Joint Stock Company;
- The current Internal Regulation on Corporate Governance of Lap Phuong Thanh Production and Trading Joint Stock Company.

I. GENERAL REGULATIONS

1. Scope and Subjects of Application

- a) This regulation is applied to organization of the 2025 Annual General Meeting of Shareholders (hereinafter referred to as “the General Meeting”) of Lap Phuong Thanh Production and Trading Joint Stock Company (hereinafter referred to as “the Company”).
- b) This regulation stipulates the rights and obligations of the attendees at the General Meeting, the conditions and procedures for conducting the General Meeting.
- c) The attendees at the General Meeting are responsible for complying with this Regulation.

2. Order of the General Meeting

- a) Participants in the General Meeting should sit in appropriate positions as instructed by the Organizing Committee;
- b) Smoking is not allowed in the Meeting room;
- c) Mobilephones should be switched to silent mode;
- d) Filming, photography, or recording is not permitted without the approval of the Chairperson during the General Meeting.
- e) The General Meeting of Shareholders will only discuss and vote on items listed in the agenda or any arising matters (if any) as decided by the Chairperson

II. RIGHTS AND OBLIGATIONS OF THE PARTICIPANTS AT THE GENERAL MEETING

1. Rights and obligations of shareholders and representatives of shareholders

1.1. Conditions for attending the General Meeting:

Shareholders of Lap Phuong Thanh Production and Trading Joint Stock Company whose names are on the shareholder list as of the final registration date, March 18, 2025, or the valid authorized representatives of the shareholders listed above.



1.2. Rights and obligations of shareholders, representatives of shareholders:

- a) Entitled to receive Voting Card, Voting Forms, and Meeting documents;
- b) Entitled to discuss, express opinions, and vote on all items that require approval at the General Meeting;
- c) Shareholders who arrive late to the meeting have the right to register and participate in voting on the subsequent items at the General Meeting;
- d) Shareholders or authorized representatives of shareholders, when registering to attend the General Meeting, must present a valid ID card/Passport, Invitation Letter and valid Power of Attorney (if any);
- e) Comply with the provisions of this Regulation, the direction of the Presiding Committee and respect the results of the General Meeting.

2. Shareholder Eligibility Verification Committee

- a) The Shareholder Eligibility Verification Committee serves as the assistant to the Organizing Committee of the GMS. The number and composition of the Shareholder Eligibility Verification Committee are decided by the Organizing Committee.
- b) The Shareholder Eligibility Verification Committee has the following responsibilities:
 - Verifying the eligibility of shareholders, authorized representatives of shareholders attending the General Meeting;
 - Distributing Voting Card, Voting Forms, Meeting documents;
 - Reporting to the General Meeting on the results of the shareholder eligibility verification.

3. Presiding Committee

- a) The Chairman of the Board of Directors is the Chairperson of the General Meeting or delegate another Board member to act as the Chairperson of the General Meeting. In the event that the Chairman is absent or temporarily unable to perform their duties, the Board members will elect one of them to act as the Chairperson based on a majority vote.
- b) The Chairperson's decisions regarding the order, procedures, or any matters arising outside the agenda of the General Meeting will be final and binding.
- c) The Chairperson has the right to take necessary and reasonable measures to direct the conduct of the General Meeting in an orderly manner, in accordance with the Agenda and this Regulation as approved, and to reflect the wishes of the majority of shareholders attending the Meeting.
- d) At any time, the Chairperson may adjourn the General Meeting to another time (in accordance with the Law on Enterprises and the Company's Charter) without seeking opinion of the General Meeting if it is determined that:
 - The behavior of those attendees is obstructing or has the potential to obstruct the orderly conduct of the Meeting;
 - An adjournment is necessary for the work of the General Meeting to be conducted validly.

- e) Presiding Committee consists of the Chairperson and several members of the Board of Directors or managers of the Company, who are nominated by the Chairperson and approved by the General Meeting of Shareholders.
- f) The members of the Presiding Committee follow the guidance and overall direction of the Chairperson in discussing matters related to the conduct of the General Meeting. In any case, the Chairperson's decision is the final decision.

4. The Secretariat

- a) The Secretariat is appointed by the Chairperson and works under direction of the Presiding Committee;
- b) The Secretariat shall perform the following tasks:
 - Record thoroughly and accurately all proceedings of the General Meeting and any matters approved by the Shareholders or authorized representatives, or any matters that still require attention at the General Meeting;
 - Draft the Meeting Minutes and Resolutions on the items approved at the General Meeting.

5. Vote Counting Committee

- a) The Vote Counting Committee is nominated by the Chairperson and approved by Shareholders at the General Meeting.
- b) The Vote Counting Committee has the following rights and obligations:
 - Instructing Shareholders or authorized representatives on how to cast their votes at the General Meeting;
 - Inspecting the Ballot Box in the presence of Shareholders or authorized representatives of shareholders at the General Meeting;
 - Counting the Voting ballots immediately after the voting has concluded;
 - Compiling and announcing the Minutes of vote counting before the General Meeting.

III. DISCUSSION AND QUERIES AT THE MEETING

1. Shareholders/Authorized representatives of shareholders shall conduct discussion following the instruction of the Presiding Committee.
2. Shareholders/Authorized representatives of shareholders can discuss by directly speaking or submitting a form with questions/opinions to the Organizing Committee for forwarding to the Presiding Committee.
3. Shareholders/Authorized representatives of shareholders shall make brief statements, focusing on the key discussion points, in accordance with the time and agenda of the General Meeting. The Chairperson will arrange for Shareholders/Authorized representatives of shareholders to speak in the order of registration, and will also address any questions from the shareholders.

IV. VOTING ON ITEMS AT THE MEETING

1. **Principle:** Shareholders will vote on the items at the General Meeting using the Voting Card and Voting Form, which will include the participant code, the name of shareholder or authorized representative, the number of shares with voting rights (including both owned and authorized), and the number of votes, with the official seal of Lap Phuong Thanh Production and Trading Joint Stock Company.

2. **Voting Card:**

- a) The Voting Card is used to collect votes on the following items: Approval of the personnel for the Chairperson, Secretary, Vote Counting Committee, Working Regulations, Agenda, Minutes and Resolutions, and any other matters arising during the Meeting.
- b) Shareholders vote by raising the Voting Card under the direction of the Chairperson to express their vote (Approve/Disapprove/No opinion)

3. **Voting Form:**

- a) Voting Form is used to collect votes on the Reports and Proposals at the General Meeting. Shareholders vote by making (x hoặc √) in the box for Approve, Disapprove or No opinion for each item listed on the Voting Form. In case the shareholder's opinion is not clearly expressed (no mark is made or more than one opinion is marked), the vote on that item will be considered invalid.
- b) In a Voting Form, the items to be voted on are voted independently of each other. The invalidity of the vote on one item will not affect the validity of the other items.
- c) An invalid Voting Form is a card that is not issued by the Company, contains additional content, information, or markings not requested by the Chairperson, is crossed out, altered, torn, not intact, or the shareholder has not signed the Voting Form.
- d) In case shareholder votes incorrectly or the Voting Form is not intact, the shareholder may contact the Organizing Committee to obtain a new Voting Form and return the old one.
- e) In case shareholder has registered to attend the General Meeting but due to important reasons, cannot stay until the end of the Meeting, they must return the Voting Form with their votes on the items to the Organizing Committee before leaving. If any shareholder fails to return the Voting Form to the Organizing Committee, the Vote Counting Committee will consider that shareholder as having no opinion on the items to be voted on.
- f) The voting time into to Ballot Box is from when the Chairperson or the Head of the Vote Counting Committee announces the beginning of voting and ends when no more shareholders or their representatives are voting into the Ballot Box, provided that timing is in accordance with the Meeting agenda.

V. **CONDITIONS FOR THE APPROVAL OF RESOLUTIONS OF THE GENERAL MEETING**

- 1. Each share owned or represented corresponds to one voting unit.

2. The following matters are approved if they are agreed upon by shareholders representing at least 65% of the total voting shares of all shareholders attending the Meeting:
- a) The type of shares and total number of shares of each type;
 - b) Changes in the business sectors and fields;
 - c) Changes in the organizational structure of the company's management;
 - d) Investment projects or the sale of assets with a value of 35% or more of the total assets as recorded in the most recent financial statements;
 - e) Company restructuring or dissolution.
3. All other matters that require voting at the General Meeting are approved when they are agreed upon by shareholders holding more than 50% of the total voting shares of all shareholders attending the Meeting.

VI. ELECTION OF MEMBERS OF THE BOARD OF DIRECTORS

The election of members of the Board of Directors follow the Election Regulations approved at the General Meeting before the election process begins.

VII. MINUTES AND RESOLUTIONS OF THE GENERAL MEETING

All matters discussed at the GMS must be recorded in the Meeting Minutes by the Secretariat. The Minutes and Resolutions of the GMS must be read and approved before the Meeting is adjourned.

**ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN**



PHAM ANH TUAN



REPORT OF THE BOARD OF DIRECTORS AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

The Board of Directors (BOD) of Lap Phuong Thanh Production and Trading Joint Stock Company reports to the General Meeting of Shareholders on the results of business operations in 2024, the BOD's activities in 2024, and the plan for 2025 as follows:

I. THE RESULTS OF BUSINESS OPERATIONS IN 2024

Unit: VND

No.	Indicators	Year 2023	Year 2024		% change	
			Plan	Result	Compared to 2023	Compared to plan
1	Revenue from sales of goods and rendering of services	346.752.452.570	257.800.000.000	372.057.657.207	7,3%	44,3%
	<i>In which:</i>					
-	Revenue from sales of goods	315.259.358.090	195.000.000.000	293.159.651.450	-7,0%	50,3%
-	Revenue from rendering services	31.493.094.480	62.800.000.000	78.898.005.757	150,5%	25,6%
2	Profit before tax	3.909.855.858	12.500.000.000	17.783.712.927	354,8%	42,3%
3	Profit after tax	3.110.023.536	11.000.000.000	14.163.706.074	355,4%	28,8%

In 2024, the Company's production and business activities experienced strong growth compared to 2023 and successfully exceeded the targets set by the GMS, including: Total revenue reached 372 billion VND, a 7,3% increase compared to 2023 and 44,3% higher than the plan; Net profit after tax reached over 14 billion VND, a 355,4% increase compared to 2023 and 28,8% higher than the plan.

- **Regarding driver training and testing activities:** In 2024, revenue reached 78,9 billion VND, a significant increase compared to the same period last year (up 150,5%). After being reissued the training license in September 2023, the driver training and testing activities stabilized and grew again in 2024. The number of trainees increased 2,5 times compared to the same period last year. Although the government continued to issue new

regulations in 2024 regarding driver training and testing, the company's leadership promptly adapted and invested in additional human and material resources to meet the changes.

- **Regarding commercial activities:** Revenue from goods sales reached 293 billion VND, a decrease of 7% compared to the same period last year, but exceeding the plan by 50,3%. The company's commercial business activities remained stable, with profit margin maintained at 1,5 – 2%.

II. ACTIVITIES OF THE BOARD OF DIRECTORS IN 2024

1. Members and structure of the Board of Directors

At the 2024 Annual General Meeting of Shareholders, the resignation of Mr. Nguyen Xuan Manh, Mr. Phan Quang Tiep, and Mr. Nguyen Viet Khoa from the BOD was approved, and three new members were elected to the BOD, namely Ms. Pham Thi Huyen, Mrs. Nguyen Thi Phuong Nhung, and Mrs. Tran Thi Phuong. Currently, the BOD has 5 members, including 1 independent board member, as follows:

- Mr Pham Anh Tuan – Chairman of the BOD
- Mr Pham Van Tao – Member of the BOD and General Director
- Ms Pham Thi Huyen – Independent member of the BOD
- Mrs Tran Thi Phuong – Member of the BOD
- Mrs Nguyen Thi Phuong Nhung – Member of the BOD

2. Report on the remuneration, operating expenses, and other benefits of the Board of Directors and its individual members

- The remuneration of the BOD: The BOD receives remuneration in accordance with the Resolution No. 01/2024/NQ-DHDCD dated March 30, 2024. Accordingly, the Chairman of the Board of Directors receives a remuneration of 10 million VND per month, and the members of the Board of Directors receive a remuneration of 5 million VND per month.

- The salary of the full-time members of the BOD: According to the Company's salary policy

- Operating expenses of the BOD: According to the Company's regulations
- Other benefits: None

The income of the members of the BOD in 2024 is as follows:

Name	Position	Salary (VND)	Remuneration (VND)	Income (VND)
Pham Anh Tuan	Chairman of the BOD	205.980.891	165.000.000	370.980.891
Pham Van Tao	Member of the BOD and General Director	213.233.391	120.000.000	333.233.391

Pham Thi Huyen	Independent member of the BOD and Chairwoman of the Audit Committee (appointed on March 30, 2024)	0	45.000.000	45.000.000
Nguyen Thi Phuong Nhung	Member of the BOD and Member of the Audit Committee (appointed on March 30, 2024)	99.855.642	45.000.000	144.855.642
Tran Thi Phuong	Member of the BOD (appointed on March 30, 2024)	116.770.975	45.000.000	161.770.975
Nguyen Xuan Manh	Chairman of the BOD (dismissed on March 30, 2024)	100.267.308	150.000.000	250.267.308
Phan Quang Tiep	Member of the BOD (dismissed on March 30, 2024)	0	75.000.000	75.000.000
Nguyen Viet Khoa	Independent member of the BOD (dismissed on March 30, 2024)	0	55.000.000	55.000.000

3. Report on the implementation of the 2024 General Meeting of Shareholders' Resolution

- *Regarding the implementation of the 2024 production and business plan:* The Company exceeded its targets for both revenue and profit.

- *Regarding the selection of an independent auditing company for 2024:* A contract was signed with Nhan Tam Viet Auditing Co., Ltd., a qualified company to audit the Company's financial statements. The reviewed semi-annual financial statements and audited annual financial statements were issued and disclosed in accordance with regulations.

- *Regarding the amendment and supplementation of business sectors:* The Company completed the amendment and supplementation of its business sectors at the Business Registration Office of Hai Duong Department of Planning and Investment, and revised the adjusted business sectors in the Company's Charter.

- **Regarding the request for adjustment of the investment project for Lap Phuong Thanh Driving Practice Center – No. 2:** On October 17, 2024, the Hai Duong Provincial People’s Committee issued Decision No. 2684/QD-UBND regarding the “Approval of the adjustment of the investment policy and the approval of the investor to implement the Lap Phuong Thanh Vocational Education and Driver's License Testing Center Project, Facility No. 2 (the first adjustment from the Lap Phuong Thanh Driving Practice Center – No.2). Currently, the Company has carried out the following tasks:

- + Advised the Hai Duong city People’s Committee to establish a compensation and Site Clearance Committee.
- + Coordinated with the consulting unit (Minh Ngoc Surveying and Construction Co., Ltd.) to determine the project boundary markers in the field and hand them over to the Hai Duong City Compensation and Site Clearance Board and the Ngoc Son Commune People's Committee as the basis for conducting the inventory and site clearance work.
- + Redesigned the overall project site plan at a 1/500 scale according to the new regulations of the Department for Roads. Coordinated with the design unit to create the detailed plan at a 1/500 scale for further detailed design.
- + Held meetings with local residents in collaboration with the Site Clearance Committee.
- + Contacted the Hai Duong Provincial Land Registration Office to complete the land cadastral map extraction for land recovery purposes.

- **Regarding the transfer of ownership of assets to the State for the construction projects invested, renovated, and repaired by Lap Phuong Thanh Trading and Manufacturing Joint Stock Company at the Ninh Giang Vocational Education and Continuing Education Center:** The company has not yet carried out the transfer because the People's Committee of Hai Duong Province has not yet issued a policy on accepting construction projects that have not been completed according to legal procedures. Therefore, the company has not developed an effective implementation plan. The company will continue to research similar legal projects in Hai Duong Province and monitor, update relevant legal regulations concerning the use of public assets at public service units for business purposes, leasing, joint ventures, and partnerships. It will also seek advice from relevant authorities to develop reasonable and effective implementation solutions.

- **Regarding the business cooperation with Red Ocean Vietnam Import-Export and Investment Joint Stock Company:** After the 2024 Annual General Meeting of Shareholders approved the adjustment of the business cooperation plan with Red Ocean Vietnam Import-Export and Investment Joint Stock Company, both parties signed an annex to the contract in line with the adjusted plan. Currently, the two parties are still cooperating in business and have worked together to agree on a profit-sharing plan for the

first business period, which will be calculated from September 1, 2024, to December 31, 2024.

4. Meetings of the Board of Directors

In 2024, the Board of Directors held 12 meetings, during which the policies and decisions were in line with the resolutions approved at the Annual General Meeting of Shareholders and matters within the Board's authority. All members of the Board of Directors participated fully, discussed, provided input, and unanimously approved the following items:

No.	Resolutions/ Decisions No.	Date	Content	Approval rate
	01/2024/NQ- HDQT/LPT	January 08, 2024	Dismissal of the the person in charge of accounting and appoint Chief Accountant of the Company	100%
2	02/2024/NQ- HDQT/LPT	January 23, 2024	Approval of the signing of a business cooperation contract with Red Ocean Vietnam Import-Export and Investment Jsc	100%
3	03/2024/NQ- HDQT/LPT	January 29, 2024	Finalize the shareholder list and organize the 2024 Annual General Meeting of Shareholders	100%
4	04/2024/NQ- HDQT/LPT	March 30, 2024	Appointment of the Chairman of the Board of Directors and members of the Audit Committee under the Board of Directors	100%
5	05/2024/NQ- HDQT/LPT	April 05, 2024	Purchase of shares in Red Ocean Vietnam Import-Export and Investment JSC	100%
6	06/2024/NQ- HDQT/LPT	April 05, 2024	The company has taken out a loan and issued a guarantee at Military Commercial Joint Stock Bank - Hoai Duc Branch to support its participation in the bidding packages for 'Renting a driving test center to serve the driving license tests for cars and motorcycles of category A1 organized by the Department of Transport in 2024,' as invited by the Department of Transport of Hai Duong Province.	100%
7	07/2024/NQ- HDQT/LPT	April 19, 2024	Approval of the signing of the contract for renting a driving test center to serve the driving license tests for cars and motorcycles of category A1 with the Department of Transport of Hai Duong Province.	100%

8	07a/2024/NQ-HĐQT/LPT	April 19, 2024	The company issues a performance guarantee at Military Commercial Joint Stock Bank - Hoai Duc Branch to secure the implementation of the contract for renting a driving test center to conduct driving license tests for cars and motorcycles of category A1, as signed with the Department of Transport of Hai Duong Province	100%
9	08/2024/NQ-HĐQT/LPT	April 23, 2024	Adjustment of the plan to purchase shares in Red Ocean Vietnam Import-Export and Investment Joint Stock Company	100%
10	09/2024/NQ-HĐQT/LPT	May 8, 2024	Selection of the independent audit firm for 2024	100%
11	10/2024/NQ-HĐQT/LPT	August 20, 2024	Use of the Company's assets to guarantee the credit limit of Red Ocean Vietnam Import-Export and Investment Joint Stock Company at the Military Commercial Joint Stock Bank – Hoai Duc Branch	
12	11/2024/NQ-HĐQT/LPT	December 5, 2024	The company has taken out a loan and issued a guarantee at Military Commercial Joint Stock Bank - Hoai Duc Branch to support its participation in the bidding packages for 'Renting a driving test center to serve the driving license tests for cars and motorcycles of category A1 organized by the Department of Transport in 2025,' as invited by the Department of Transport of Hai Duong Province	100%

5. Report on transactions with related parties

- Transactions between the Company, its subsidiaries, or companies controlled by the public company with 50% or more of the charter capital, and members of the BOD and their affiliated persons: None

- Transactions between the Company and the company whose members of the BOD have been founding members or managers in the last three years prior to the transactions: None.

6. Activities of the Board of Directors's independent members and their evaluation of the Board of Directors' activities

The Board of Directors consists of 5 members, including 1 independent member who also serves as Chairman of the Audit Committee. The Board of Directors' independent

member strives to fulfill their roles and functions in accordance with the law and the Company's Charter.

In 2024, the independent member of the Board of Directors assessed that all members of the Board of Directors demonstrated high responsibility, offering timely solutions to help General Director in managing the Company. All meetings of the Board of Directors were conducted in accordance with proper procedures; all members of BOD attended the meetings and the meeting contents were carefully discussed to make decisions in line with the resolutions of the GMS and the authority of the BOD.

7. Activities of the Audit Committee under the Board of Directors

The Audit Committee under the Board of Directors consists of two members, with the Chair of the Audit Committee being an independent member of the BOD, and other member being a non-executive member of the BOD.

All members of the Audit Committee have fully performed their rights and responsibilities in accordance with the provisions of the Law on Enterprises, the Company's Charter, and the Audit Committee's operational regulations as follows: Monitor the financial statements (the fairness of the financial statements and the independence and objectivity of the audit firm), the Company's operations and financial situation; Review the internal control system and risk management; Review transactions with related parties; Monitor to ensure that the Company complies with legal regulations, the requirements of regulatory authorities and other internal regulations of the Company,...

In 2024, the Audit Committee held two meetings, with all members attending and unanimously agreeing on all items discussed. During these meetings, the Audit Committee concluded that no irregularities were found that could significantly impact the Company's business operations.

8. Supervision results of the Board of Directors over the Board of Management and other management personnel

- The Board of Management strictly implemented the Resolutions of the GMS and the BOD; maintained regular coordination meetings to ensure timely guidance and propose effective solutions.
- Timely grasp and implement new regulations related to driver training and testing, ensuring that driver training and testing activities are effective.
- Organize graduation exams and driver testing for cars and motorcycles in accordance with the requirements of the Hai Duong Department of Transport.
- The Company's financial statements were completed in accordance with regulations and on time. The financial statements for 2024 were audited by Nhan Tam Viet Auditing Company Limited, and received an unqualified opinion.

- Fully comply with the obligation to disclose information to shareholders without being penalized by government authorities for violations of information disclosure regulations in the securities market.

- In 2024, the Company proactively invited the Hai Duong Provincial Tax Department to inspect its compliance with tax regulations from 2019 to 2023. Accordingly, on December 31, 2024, the Hai Duong Provincial Tax Department issued Decision No. 11395/QĐ-CTHDU imposing an administrative fine for tax and invoice violations against the Company. The main reason for this was a lack of clear understanding of the tax regulations, which led the tax authorities to issue an inaccurate decision in the inspection report for 2014-2015. As a result, by the time of the 2024 tax finalization, the period for filing complaints had expired, so the conclusion could not be altered. The Company has immediately complied with the contents outlined in Decision No. 11395/QĐ-CTHDU dated December 31, 2024, by the Hai Duong Provincial Tax Department.

III. PLANS FOR 2025

1. Business production plan targets for 2025:

- Expected revenue: 295 billion VND
- Expected profit: 7,2 billion VND

2. Plans of the Board of Directors:

- Continue to perform its duties and functions to ensure that the activities of the Board of Directors comply with the regulations of the Law and the Company's Charter;

- Hold Board of Directors' meetings in accordance with regulations to exchange information and promptly monitor the company's business activities, in order to make decisions and provide appropriate direction to the Executive Board, ensuring the completion of the contents as approved by the General Meeting of Shareholders;

- Strengthen the supervision of the activities of the Board of Management and management staff to promptly detect, prevent, and address violations, preventing them from affecting the overall operations of the Company.

- Focus on developing human resources, prioritizing internal training;

- Improve and invest in infrastructure and equipment to comply with new regulations related to driver training and testing;

- Focus on implementing the construction of the Lap Phuong Thanh Vocational Education and Driver's License Testing Center Project Lap Phuong Thanh Vocational Education and Driver's License Testing Center Project, Facility No. 2, in accordance with Decision No. 2684/QĐ-UBND dated October 17, 2024, by the Hai Duong Provincial People's Committee

Above is the report of the Board of Directors at the 2025 Annual General Meeting of Shareholders.

The Board of Directors respectfully submits to the General Meeting of Shareholders for consideration and approval.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN



PHAM ANH TUAN



No.: 02/2025/BC-ĐHĐCĐ

Hai Duong, March 26, 2025

**REPORT OF THE INDEPENDENT MEMBER OF THE BOARD OF
DIRECTORS IN THE AUDIT COMMITTEE AT THE 2025 ANNUAL
GENERAL MEETING OF SHAREHOLDERS**

The independent member of the Board of Directors in the Audit Committee of Lap Phuong Production and Trading Joint Stock Company reports to the General Meeting of Shareholders on the results of operations for the year 2024, as follows:

1. Members of the Audit Committee

At the 2024 Annual General Meeting of Shareholders, the dismissal of Mr. Nguyen Viet Khoa – Independent member of the BOD and Chairman of the Audit Committee and Mr. Phan Quang Tiep – member of the BOD and member of Audit Committee, was approved. The BOD issued Resolution No. 04/2024/NQ-HĐQT/LPT on March 20, 2024, appointing the new members of Audit Committee under the BOD, consisting of 2 members:

- Ms. Pham Thi Huyen – Independent member of the BOD is Chairwomen of the Audit Committee
- Mrs Nguyen Thi Phuong Nhung – Non-excecutive member of the BOD is member of the Audit Committee.

2. Report on the remuneration, operating expenses, and other benefits of the Audit Committee and its individual members

- The remuneration of the Audit Committee: Members of the Audit Committee receives remuneration according to the Resolution of the 2024 Annual General Meeting of Shareholders.
- Operating expenses: None
- Other benefits: None

Income of members of the Audit Committee in 2024:

Name	Position	Salary (VND)	Remuneration (VND)	Total Income (VND)
Pham Thi Huyen	Independent member of the BOD and Chairwoman of the Audit Committee (appointed on March 30, 2024)	0	45.000.000	45.000.000



Nguyen Thi Phuong Nhung	Member of the BOD and Member of the Audit Committee (appointed on March 30, 2024)	99.855.642	45.000.000	144.855.642
Phan Quang Tiep	Member of the BOD and member of the Audit Committee (dismissed on March 30, 2024)	0	75.000.000	75.000.000
Nguyen Viet Khoa	Independent member of the BOD and Chairman of the Audit Committee (dismissed on March 30, 2024)	0	55.000.000	55.000.000

3. Meetings, results, and recommendations of the Audit Committee

In 2024, the Audit Committee held two meetings with the following contents:

- The activity plan of Audit Committee for 2024;
- Evaluation of the Company's and the Audit Committee's activities in 2024

All members attending and unanimously agreeing on all items discussed. During these meetings, the Audit Committee concluded that no irregularities were found that could significantly impact the Company's business operations.

Recommendations of the Audit Committee at the meetings:

- In 2025, the competent state authorities will continue to issue new legal documents that will come into effect from January 1, 2025, such as the Road Traffic Safety Law of 2024; Decree No. 160/2024/NĐ-CP on driving training and testing activities; Circular No. 35/2024/TT-BGTVT on driving training, testing, and licensing; the issuance and use of international driving licenses; as well as training, testing, and issuing certificates for legal knowledge of road traffic law. The Company's management needs to closely follow these regulations and direct the implementation of infrastructure renovation and investment in facilities and equipment to comply with the requirements, in order to avoid affecting driver training and testing activities. At the same time, training and disseminating new regulations to the professional departments and teachers should be organized.

- The Finance and Accounting department should regularly exchange with tax officers to understand and correctly implement tax regulations in order to avoid violations and penalties.

4. The results of the supervision over the financial statements, the operational and financial situation of the Company

a. The results of supervision over the preparation of financial statements

- The Company's financial statements are prepared in accordance with the current Vietnamese accounting standards and regulations. The financial statements accurately and fairly reflect the financial situation, business results, and cash flow of the Company.

- The Company prepared and disclosed periodic financial statements in compliance with legal requirements for large public companies. The interim review financial statements and the audited annual financial statements were approved by the auditing company, with an unqualified opinion.

- The independent auditing company – Nhan Tam Viet Auditing Co., Ltd., was selected as it meets all the requirements to perform audits for public companies, ensuring reliability, accuracy, compliance with auditing deadlines, adherence to professional regulations, and maintaining independence and objectivity in providing audit opinions. The scope, content, and timeline of the audit are carried out by the independent audit firm in accordance with the agreement in the contract.

b. The results of supervision over the operational and financial situation of the Company

In 2024, the business operations experienced strong growth compared to the same period last year and successfully exceeded the set targets. The Company's operations continued as usual, with no significant issues arising that could affect its activities

During the year, the Board of Management strengthened efforts in debt recovery and cash flow management to settle the Company's liabilities, resulting in a significant reduction in both receivables and payables compared to the beginning of the year, decreasing by 63,2% and 81,3%, respectively.

Debt/Total assets ratio and Debt/Owner's equity ratio of the Company are low levels (14,3% and 16,7%, respectively), indicating that the Company is not under financial pressure and is operating efficiently.

The Company's Return on asset (ROA) and Return on equity (ROE) (7,7% and 9%, respectively) are also at relatively good levels.

Therefore, the Company's financial situation remains secure for its business operations.

5. Report on transactions with related parties

- Transactions between the company, its subsidiaries, or companies controlled by the public company with 50% or more of the charter capital, and members of the BOD, General Director, other executives of the company, and their affiliated persons: None

- Transactions between the Company and other companies where members of the BOD, General Director, or other executives of the company have been founding members or managers of the company in the last 3 years period to the transactions: None

6. Assessment of the Company's Internal Control System and Risk Management

The company's internal control activities and risk assessment are carried out in accordance with regulations, ensuring the prevention, detection, and timely handling of emerging risks. In 2024, risk control and management were relatively effective, so no violations occurred that would significantly impact the company's operations

7. Supervision results of the Audit Committee over the the BOD, General Director and other executives of the Company

Through its supervising activities in 2024, the Audit Committee did not detect any irregularities in the operations of the BOD, the General Director, and other management personnel of the company.

The Audit Committee did not receive any complaints or feedback from shareholders or employees regarding any violations by the BOD, the General Director, or other management personnel during the performance of their duties.

8. Assessment of the coordination between the Audit Committee, the Board of Directors, the General Director, and Shareholders

The Audit Committee has received support from the BOD and the Board of Management in carrying out its functions and responsibilities. The BOD and the Board of Management have provided the Audit Committee with complete and timely documentation, which has facilitated the Audit Committee's monitoring and control activities.

The Audit Committee has closely coordinated with the Executive Board in shaping the operational plan to enhance the effectiveness of internal control, risk management, and corporate governance.

Above is the Report of the Independent Member of the Board of Directors in the Audit Committee.

Respectfully submitted to the GMS for consideration and approval.

**INDEPENDENT MEMBER
OF THE BOARD OF DIRECTORS**



PHAM THI HUYEN



No.: 01/2025/TTr-ĐHĐCĐ

Hai Duong, March 26, 2025

PROPOSAL TO
THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
(Re: Approval of the 2024 Audited financial statements)

- Pursuant to Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to Charter on organization and operation of Lap Phuong Thanh Production and Trading Joint Stock Company;
- Pursuant to the 2024 audited financial statements of Lap Phuong Thanh Production and Trading Joint Stock Company.

The Board of Directors of Lap Phuong Thanh Production and Trading Joint Stock Company respectfully submits to the General Meeting of Shareholders for approval of the 2024 audited financial statements, which were audited by Nhan Tam Viet Auditing Company Limited, and received an unqualified opinion.

The 2024 audited financial statements consist of 6 main sections:

- Report of the Board of Management;
- Auditor's report;
- Balance sheet as of December 31, 2024;
- Income statement for the year 2024;
- Cash flow statement for the year 2024;
- Notes to the financial statements for the year 2024.

Some key indicators in the 2024 audited financial statements are as follows:

No.	Indicators	Year 2024 (VND)
1	Revenue	372.057.657.207
2	Net revenue	372.057.657.207
3	Profit before tax	17.783.712.927
4	Profit after tax	14.163.706.074
5	Current assets	154.657.392.769
6	Long-term assets	28.221.364.001
7	Total assets	182.878.756.770
8	Liabilities	26.214.621.882
9	Owner's equity	156.664.134.888
10	Total resources	182.878.756.770



The 2024 audited financial statements have been disclosed in accordance with regulations and are available on the Company's website: <https://lapphuongthanh.vn/> (Shareholders section – Financial statements).

Respectfully submitted to the GMS for consideration and approval.

**ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN**



PHAM ANH TUAN



No.: 02/2025/TTr-DHĐCĐ

Hai Duong, March 26, 2025

PROPOSAL TO
THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
(Re: Approval of the business plan for 2025)

- Pursuant to Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to Charter on organization and operation of Lap Phuong Thanh Production and Trading Joint Stock Company;
- Pursuant to the business results of 2024 and the Company's operational situation.

The Board of Directors of Lap Phuong Thanh Production and Trading Joint Stock Company respectfully submits to the GMS for approval of the business plan for 2025, as follows:

Some indicators of business plan for 2025:

No.	Indicators	Year 2024	Plan for 2025	Increase/ Decrease (%)
1	Revenue from sales of goods and rendering of services	372.057.657.207	295.000.000.000	-20,7%
	<i>In which:</i>			
-	Revenue from sales of goods	293.159.651.450	240.000.000.000	-18,1%
-	Revenue from rendering services	78.898.005.757	55.000.000.000	-30,3%
2	Profit before tax	17.783.712.927	9.000.000.000	-49,4%
3	Profit after tax	14.163.706.074	7.200.000.000	-49,2%
4	Dividend payout ratio (%/Charter capital)	10%	5%	-50%

Basic for developing the plan:

✓ For driver training and testing activities:

In 2024, the competent state authorities will continue to issue new legal documents that will come into effect from January 1, 2025, such as the Road Traffic Safety Law of 2024; Decree No. 160/2024/ND-CP dated December 18, 2024 on driving training and testing activities; Circular No. 35/2024/TT-BGTVT dated November 15, 2024 on driving training, testing, and licensing; the issuance and use of international driving licenses; as well as



training, testing, and issuing certificates for legal knowledge of road traffic law. Accordingly, the Company will need to renovate and repair its testing grounds to comply with the new standards, invest in new vehicles, and acquire some new equipment and technology as required by the regulations. Therefore, driver training and testing activities may be interrupted due to the company's renovation of the testing ground and installation of equipment.

In addition, on February 27, 2025, the Ministry of Public Security and the Ministry of Transport organized a ceremony to transfer the state management of driver testing and issuance of motor vehicle driving licenses. The Vietnam Directorate for Roads has instructed local Departments of Transport to stop organizing testing sessions and cease accepting reports of registration for testing, as well as applications for the renewal, reissuance of driving licenses, and the issuance of international driving licenses from March 1, 2025. As a result, the Company's driver testing activities are temporarily suspended.

Recognizing the impact of legal factors as well as the transfer of state management authorities in 2025, the Company has developed a revenue plan for driver training and testing activities at a safe level. The expected number of trainees in 2025 is around 10.700 (compared to around 15.000 trainees in 2024), and the expected before-tax profit for this sector is 7,5 billion VND.

✓ *For trading activities:*

The stability of partners and products in the trading sector has been directed and maintained by the Board of Directors in 2024. With a profit margin maintained at 1,5% – 2%, this has contributed to the overall effectiveness of the Company's operations. In 2025, the Company will continue to utilize its available capital for trading activities. However, in 2025, the Board of Directors has planned for a decrease in trading revenue compared to the results in 2024, due to balancing the Company's financial plan. The project "Lap Phuong Thanh Vocational Education and Driver's Testing Center, Facility No. 2" is beginning its implementation, and therefore, requires counterpart funding for the project.

Respectfully submitted to the GMS for consideration and approval.

**ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN**



PHAM ANH TUAN



No.: 03/2025/TTr-ĐHĐCĐ

Hai Duong, March 26, 2025

PROPOSAL TO
THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
(Re: Distribution of accumulated after-tax profit as of December 31, 2024)

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to Charter of Lap Phuong Thanh Production and Trading Joint Stock Company;
- Pursuant to the 2024 Audited Financial Statements of Lap Phuong Thanh Production and Trading Joint Stock Company.

The Board of Directors of Lap Phuong Thanh Production and Trading Joint Stock Company respectfully submits to the General Meeting of Shareholders for approval of the distribution of accumulated after-tax profit as of December 31, 2024, as follows:

No.	Indicators	Value (VND)
I	Undistributed after-tax profit as of December 31, 2024	34.228.324.360
1	Undistributed after-tax profit accumulated as of the end of the previous period	20.064.618.286
2	Undistributed after-tax profit as of this period	14.163.706.074
II	Dividend payment for 2024	12.000.000.000
III	Undistributed after-tax profit retained for the following year	22.228.324.360

Respectfully submitted to the GMS for consideration and approval.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN

PHAM ANH TUAN

No.: 04/2025/TTr-ĐHĐCĐ

Hai Duong, March 26, 2025

PROPOSAL TO
THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
(Re: The dividend payment for the year 2024)

- Pursuant to the Law on Enterprises No. 59/2020/Qh14 dated June 17, 2020;
- Pursuant to Charter of Lap Phuong Thanh Production and Trading Jsc.;
- Pursuant to the 2024 Audited Financial Statements of Lap Phuong Thanh Production and Trading Joint Stock Company.

The Board of Directors of Lap Phuong Thanh Production and Trading Joint Stock Company respectfully submits to the General Meeting of Shareholders for approval of the dividend payment for the year 2024, as follows :

1. Dividend payment method: In cash
2. Dividend payout ratio: 10% (1 share receives 1.000 VND)
3. Eligible recipients of dividends: Shareholders of Lap Phuong Thanh Production and Trading Joint Stock Company, according to the shareholder list as of the final registration date to exercise dividend rights.
4. Total number of shares entitled to dividend: 12.000.000 shares
5. Total dividend payout: 12.000.000.000 VND
6. Source of funds: From undistributed after-tax profits as of December 31, 2024, according to the audited financial statements for the year 2024.
7. Payment period: Expected in the third quarter of 2025
8. Payment location:
 - + For deposited securities: Shareholders will receive their dividends at the custodian members where their accounts are held.
 - + For non-deposited securities: Shareholders will receive their dividends in cash at Lap Phuong Thanh Production and Trading Joint Stock Company (No. 822, Le Thanh Nghi Avenue, Hai Tan Ward, Hai Duong City, Hai Duong Province).
9. Authorize the Board of Directors to decide on the necessary matters to complete the dividend payment to shareholders, specifically as follows:
 - + Decide the specific time for dividend payment;
 - + Carry out the necessary tasks and procedures related to dividend payment to shareholders in accordance with the law and the Company's charter.

Respectfully submitted to the General Meeting of Shareholders for consideration and approval.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN



PHAM ANH TUAN

No.: 05/2025/TTr-ĐHĐCĐ

Hai Duong, March 26, 2025

**PROPOSAL TO
THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**
(Re: Payment of remuneration to the Board of Directors and the Audit Committee)

- Pursuant to Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Charter on organization and operation of Lap Phuong Thanh Production and Trading Joint Stock Company;
- Pursuant to the Resolution of the 2024 Annual General Meeting of Shareholders of Lap Phuong Thanh Production and Trading Joint Stock Company;
- Based on the results of business operations in 2024 and the business plan for 2025.

The Board of Directors (BOD) reports on the payment of remuneration to the BOD and the Audit Committee for 2024 and the remuneration payment plan for 2025, for approval by the General Meeting of Shareholders (GMS), as follows:

1. Report on remuneration payment to the BOD and the Audit Committee for 2024

The Company has fully paid the remuneration to the the members of the Board of Directors and Audit Committee in 2024 according to the remuneration levels approved by the General Meeting of Shareholders.

2. Remuneration payment plan for 2025

Position	Remuneration
Chairman of the BOD	15.000.000 VND per month
Members of the BOD; Member of the BOD who is also Chairman of Audit Committee; Member of the BOD who is also member of Audit Committee	10.000.000 VND per month

Remuneration will be paid monthly, quarterly, or at the end of the financial year.

Respectfully submitted to the GMS for consideration and approval.

**ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN**



PHAM ANH TUAN

PROPOSAL TO
THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
(Re: The selection of an independent auditing company for the year 2025)

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to Charter on organization and operation of Lap Phuong Thanh Production and Trading Joint Stock Company.

The Board of Directors of Lap Phuong Thanh Production and Trading Joint Stock Company respectfully submits to the General Meeting of Shareholders for approval the selection of an independent auditing company for the year 2025 as follows:

“Authorize the Board of Directors to decide on the selection of an auditing company from the list of companies approved by the State Securities Commission to audit public interest entities in the securities sector in 2025, to conduct the review of the semi-annual financial statements and the audit of the financial statements for 2025 of the Company”.

The Board of Directors will base its selection on the competitive fee proposal and the reputation of the auditing company.

Respectfully submitted to the GMS for consideration and approval.

ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN



PHAM ANH TUAN

No.: 07/2025/TTr-ĐHĐCĐ

Hai Duong, April 14, 2025

PROPOSAL TO
THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
(Re: Dismissal of all members of the Board of Directors due to the end of their term and approval of the election regulations for the Board of Directors members for the new term 2025 - 2030)

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Charter on organization and operation of Lap Phuong Thanh Production and Trading Joint Stock Company;
- The term of the current Board of Directors will end in 2025.

The Board of Directors of Lap Phuong Thanh Production and Trading Joint Stock Company respectfully submits to the General Meeting of Shareholders for approval:

1. Dismiss all current members of the Board of Directors due to the end of their term in 2025.
2. Approve The election regulations for the Borard of Directors Members for the new term 2025 – 2030 (*Election Regulations attached*).

Respectfully submitted to the GMS for consideration and approval.

ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN



PHAM ANH TUAN

ELECTION REGULATIONS OF THE BOARD OF DIRECTORS FOR 2025 – 2030 TERM

- Pursuant to Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to Law on Securities No. 54/2019/QH dated November 16, 2019;
- Pursuant to Decree No. 155/2020/NĐ-CP dated December 31, 2020, detailing the implementation of several provisions of the Law on Securities;
- Pursuant to Charter of on organization and operation of Lap Phuong Thanh Production and Trading Joint Stock Company.

The 2025 Annual General Meeting of Shareholders of Lap Phuong Thanh Production and Trading Joint Stock Company will conduct the election of members of the Board of Directors (BOD) for the new term 2025 – 2030 according to the following details:

Article 1. Eligible voters

All shareholders owning shares of Lap Phuong Thanh Production and Trading Joint Stock Company as of the final registration date, March 18, 2025, or the authorized representatives of the shareholders attending at the 2025 Annual General Meeting, have the right to vote.

Article 2. Number and Candidate Requirements

1. Number of the BOD members: 05 members, including at least 1 independent member
2. Term: Not exceeding 5 years (2025 – 2030)
3. Number of BOD candidates: Unlimited
4. Requirements of the BOD members:
 - a. Must have full civil capacity and not fall under the group of individuals prohibited from managing enterprises according to Clause 2, Article 17 of the Law on Enterprises;
 - b. Must have professional qualifications and experience in business administration or in the company's field of business and is not required to be a shareholder of the company;
 - c. Members of the BOD are only allowed to concurrently serve as members of the BOD in a maximum of 5 other companies.
5. Requirements of independent members:
 - a. Must not be currently working for the company, its parent company, or subsidiary; must not have worked for the company, its parent company, or subsidiary for at least the past 03 consecutive years;
 - b. Must not be receiving a salary or remuneration from the company, except for allowances entitled to board members as per regulations;
 - c. Must not have a spouse, biological parents, adopted parents, biological children, adopted children, siblings, or close relatives who are major shareholders of the company; or are managers of the company or its subsidiary;



- d. Must not directly or indirectly own at least 1% of the total voting shares of the company;
- e. Must not have served as a member of the Board of Directors or the Supervisory Board of the company for at least the past 05 consecutive years, except in the case of being reappointed for two consecutive terms

Article 3. Entities Eligible to nominate candidates of the BOD

1. Shareholders or groups of shareholders owning at least 10% of the total common shares have the right to nominate candidates for the BOD. The nomination process is carried out as follows:
 - a. Shareholders forming a group to nominate candidates for the BOD must notify other shareholders about the group meeting before the opening of the General Meeting of Shareholders
 - b. Based on the number of the BOD's members, shareholders or groups of shareholders specified in this clause have the right to nominate one or more individuals as candidates for the BOD, as determined by the General Meeting of Shareholders. If the number of candidates nominated by the shareholders or group of shareholders is fewer than the number of candidates they are entitled to nominate as per the General Meeting of Shareholders' decision, the remaining candidates will be nominated by the current BOD and other shareholders.
2. In the event that the number of candidates for the BOD through nomination and self-nomination still does not meet the required number of members, the current BOD will introduce additional candidates. The introduction of additional candidates by the current BOD must be clearly announced before the GMS votes to elect the members of the BOD in accordance with the law.

Article 4. Nomination and Candidacy Documents for members of the BOD

1. Nomination and candidacy documents for members of the BOD include:
 - a. Nomination and candidacy application (the attached form)
 - b. Candidate's resume (the attached form)
 - c. A notarized copy of the Citizen Identification Card/ Passport, certificates verifying educational and professional qualifications.
2. Shareholders or groups of shareholders eligible as mentioned above who wish to nominate or stand as candidates for the BOD of Lap Phuong Thanh Production and Trading Joint Stock Company for the 2025-2030 term are kindly requested to submit their nomination and candidacy documents to the Company before 2:00 PM on April 4, 2025, to the following address: **Lap Phuong Thanh Production and Trading Joint Stock Company - 822 Le Thanh Nghi Avenue, Hai Tan Ward, Hai Duong City, Hai Duong Province.**

Article 5. List of Candidates

Based on the nomination and candidacy applications from the shareholders/groups of shareholder, the Organizing Committee will prepare a list of candidates, who meet the

required qualifications and will present the list for approval at the General Meeting before proceeding with the election.

Article 6. Voting method

1. The election of BOD members will be conducted by secret ballot using the cumulative voting method, in which each shareholder has a total number of votes corresponding to the total number of shares with voting rights (including both owned and authorized shares) multiplied by the number of Board members to be elected.
2. Shareholders have the right to allocate all or part of their total votes to one or more candidates.
3. Shareholders can choose up to 5 members from the candidates, with a maximum of 4 members of the BOD and at least 1 independent member. Shareholders must clearly indicate the number of votes for their chosen candidates and cross out the name of any candidates they do not choose.
4. In case shareholder makes mistake while filling out the Voting Form and has not yet submitted it into the Ballot box, the shareholder may contact the Vote Counting Committee to request a replacement Voting Form.

Article 7. Voting Form

1. Voting Form: The BOD's Voting Form is printed on A4 paper with official seal of Lap Phuong Thanh Production and Trading Joint Stock Company
2. Contents of the Voting Form include the following:
 - a. Participation code, name of the shareholder/authorized representative, total number of voting shares, total number of votes;
 - b. List of candidates;
 - c. Notes
3. Valid Voting Form: a valid Voting Form is one that is issued by the Lap Phuong Thanh Production and Trading Joint Stock Company with official seal of the Company; without any erasures or modifications.
4. Invalid Voting Form include the following cases:
 - a. Voting Form does not follow the prescribed template, is not issued by Lap Phuong Thanh Production and Trading;
 - b. Voting Form with the total number of votes for candidates exceeding the total number of votes allowed;
 - c. Voting Form does not indicate the number of votes for the chosen candidates or does not cross out the names of candidates not chosen;
 - d. Voting for more candidates than allowed by the regulations;
 - e. Voting Form includes additional names or incorrect names that are not on the list of candidates approved by the GMS before the voting process, or includes other information or symbols;
 - f. Voting Form is cross out, altered, or not intact.



- 5. The case of being considered as not participating in the election: Shareholders who attend the General Meeting but do not cast their Voting Form into the Ballot Box will have their votes counted as not participating in the election.

Article 8. Vote Counting Committee, Voting and Vote Counting Principles

- 1. Members of the Vote Counting Committee must not be listed as candidates of the BOD.
- 2. The Vote Counting Committee is responsible for:
 - a. Guiding the voting process and organizing the election;
 - b. Conducting the vote counting;
 - c. Preparing the vote counting minutes and announcing the election results before the General Meeting
- 3. Voting and Vote Counting Principles:
 - a. The Vote Counting Committee shall inspect the Ballot box in the presence of shareholders;
 - b. Voting begins when the Head of the Vote Counting Committee announces it and ends when no shareholders remain to cast their voting forms into the Ballot box;
 - c. The vote counting must be conducted immediately after the voting ends.

Article 9. Principles of election

- 1. The elected members of the BOD are determined based on the number of votes, starting from the highest number of votes, continuing until the required number of members is reached. In case two or more candidates receive the same number of votes for the last position of the BOD, a re-election will be held among those candidates with equal votes to select the final member.
- 2. In case there is no independent candidates for the BOD is elected, in order to ensure the structure of the BOD complies with legal requirements and the Company's Charter, the candidate with the lowest number of votes among the 5 elected candidates will be excluded, and an independent candidate with the highest number of votes among the independent candidates will then be selected to join the BOD.

Article 10. Preparation and Announcement of the Minutes

- 1. The vote counting minutes include the following contents: The total number of valid votes; the total number of invalid votes, the number of valid votes and the percentage of votes based on the total number of shares participating in the election for each candidate to the BOD.
- 2. The Head of the Vote Counting Committee announces the vote counting minutes before the General Meeting

Article 11. Complaints regarding the election and vote counting

Complaints regarding the election and vote counting will be resolved by the Chairperson and recorded in the Minutes of the 2025 Annual General Meeting of Shareholders of Lap Phuong Thanh Production and Trading Joint Stock Company

Article 12. Effectiveness





This Regulation is effective immediately after being approved by the GMS.

**ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN**

PHAM ANH TUAN



THE SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness



....., date month year

**APPLICATION FOR THE POSITION OF MEMBER OF THE
BOARD OF DIRECTORS
(Term 2025 – 2030)**

To: The Organizing Committee of the 2025 Annual General Meeting of Shareholders

My name is: Nationality:.....

ID Card No.: issued on: At:

Permanent address:

Education level:

Major:

Number of shares owned as of/...../.....: shares

Number of shares represented as af/...../.....: shares

I hereby request the Organizing Committee to allow me to stand for election as a member of the Board of Directors/independent member of the Board of Directors of Lạp Phương Thanh Production and Trading Joint Stock Company for the new term 2025 – 2030 at the Company's 2025 General Meeting of Shareholders.

If elected by the shareholders to serve as a member of the Board of Directors, I will dedicate all my abilities and commitment to contributing to the development of the Company.

Sincerely thank you !

Shareholder
(Signature, full name)

.....

THE SOCIALIST REPUBLIC OF VIETNAM

Independence – Freedom – Happiness

....., date month year



NOMINATION LETTER FOR THE MEMBER OF THE BOARD OF DIRECTORS

(Term 2025 – 2030)

To : The Organizing Committee of the 2025 Annual General Meeting of Shareholders

I is a shareholder/We are shareholders of Lap Phuong Thanh Production and Trading Joint Stock Company, representing shares (as per the attached list on the reverse), respectfully request the Organizing Committee to nominate:

Mr (Ms): Nationality:.....

ID Card No.: issued on: At:

Permanent address:

Education level:

Major:

Number of shares owned as of/...../.....: shares

Number of shares represented as af/...../.....: shares

As a candidate for the Board of Directors/Independent Board Member of Lap Phuong Thanh Production and Trading Joint Stock Company for the term 2025 – 2030 at the 2025 Annual General Meeting of Shareholders.

Sincerely thank you !

Shareholder

(Signature, full name, seal if any)



.....

**LIST OF SHAREHOLDERS NOMINATE CANDIDATES FOR THE BOARD
OF DIRECTORS OF LAP PHUONG THANH PRODUCTION AND
TRADING JOINT STOCK COMPANY
Term 2020 - 2025**

No.	Names of shareholders	ID Card No., Business Registration Certificate No., date of issue, place of issue	Address	Number of shares owned	Signature
01					
02					
....					
Total					





RESUME

OF THE BOARD OF DIRECTOR'S CANDIDATE

OF LẬP PHƯƠNG THANH PRODUCTION AND TRADING JOINT STOCK COMPANY

1. Full name: Gender:
2. Date of birth: Ethnicity: Nationality:
3. ID Card No.: Issued on: At:
4. Place of origin:
5. Permanent address:
6. Phone number:
7. Qualification:
8. Work experience:

Time	Company	Position

9. Total number of shares owned, represented and owned by affiliated persons:
.....shares, accounting for% of the charter capital.
 - Number of shares owned: shares, accounting for %
 - Number of shares represented: shares, accounting for %
 - Number of shares owned by affiliated persons: shares, accounting for %
10. Current position at the Company:
11. Other management positions (including positions of the Board of Directors at other companies):
12. Interests related to the Company and its related parties:
13. Legal violations:

I hereby confirm that the above statements are completely accurate, and if they are found to be false, I accept responsibility before the law.

....., date month year

Candidate

(Signature, full name)