

APPENDIX

(Attached to the Submission No. /GMS/2025 regarding the amendment of the Internal Regulations On Company Governance)

Note:

- Articles not detailed in this appendix are unchanged.
- The proposed changes in the section "Regulations in the current Management Regulations" are lines of text shown in **bold, underlined or crossed-out form**.
- The content that needs to be amended or supplemented in the "Contents proposed to be amended" section is ***italicized and bolded in red***.
- Law on Enterprises 2020 (LDN 2020) is Law on Enterprises No. 59/2020/QH14 passed by the National Assembly on June 17, 2020.
- Securities Law 2019 (LCK 2019) is Securities Law No. 54/2019/QH14 passed by the National Assembly on November 26, 2019.
- Decree No. 155/2020/ND-CP is Decree No. 155/2020/ND-CP dated December 31, 2020 detailing the implementation of a number of articles of the Securities Law 2019.
- Circular 116/2020/TT-BTC is Circular No. 116/2020/TT-BTC dated December 31, 2020 guiding a number of articles on Company Administration applicable to public companies in Decree No. 155/2020 /ND-CP.

Provisions in current Regulations	Content proposed for amendment	Reason for amendment
CHAPTER II: ORDER AND PROCEDURES FOR CONVENTION AND VOTING OF THE GENERAL MEETING OF SHAREHOLDERS	CHAPTER II: ORDER AND PROCEDURES FOR CONVENTION AND VOTING OF THE GENERAL MEETING OF SHAREHOLDERS	
Article 4. Notice of convening the General Meeting of Shareholders	Article 4. Notice of convening the General Meeting of Shareholders	
1. The notice of invitation to the General Meeting of Shareholders must be sent to all	1. The notice of invitation to the General Meeting of Shareholders must be sent to all shareholders	Clarify that the notice of invitation to the General Meeting of

<p>shareholders by appropriate means to ensure it reaches the contact address of the shareholders. At the same time, it must be published on the Company's website, the website of the State Securities Commission, and the Stock Exchange where the Company's shares are listed or registered for trading. The notice must be sent to all shareholders on the list of those entitled to attend the meeting no later than 21 (twenty-one) days before the date of the General Meeting of Shareholders (calculated from the date the notice is properly sent or delivered). In cases where a shareholder has notified the Company in writing of a fax number or email address, the notice may be sent to that fax number or email address.</p>	<p>by appropriate means to ensure delivery to the contact address of shareholders as per the consolidated list <i>provided by the Vietnam Securities Depository and Clearing Corporation. The Company shall not be held responsible for any failure to deliver the notice due to shareholders not informing of any change in their contact address.</i> At the same time, the notice shall be disclosed on the Company's website as well as on the websites of the State Securities Commission and the stock exchange where the Company's shares are listed or registered for trading. The notice of the General Meeting of Shareholders must be sent to all shareholders in the list of shareholders eligible to attend the meeting no later than 21 (twenty-one) days prior to the date of the General Meeting of Shareholders (calculated from the date the notice is properly sent or delivered).</p>	<p>Shareholders is sent to the shareholders' address according to the Shareholder List compiled by VSDC, and that the Company is exempt from responsibility in the event that a shareholder fails to notify a change of address, consistent with the amendments made to the Company's Charter.</p>
<p>Article 10. Prepare minutes of the General Meeting of Shareholders</p>	<p>Article 10. Prepare minutes of the General Meeting of Shareholders</p>	
<p>2. The minutes must be written in Vietnamese, <u>and can also be made</u> in English.</p>	<p>2. The minutes must be prepared in Vietnamese and <i>simultaneously</i> in English, and include the following main contents:</p>	<p>Based on the revised regulations on the language of information disclosure on the securities market according to Circular No. 68/2024/TT-BTC amending and supplementing several articles of Circular No. 96/2020/TT-BTC</p>
<p>CHAPTER III: APPLICATION, NOMINATION, ELECTION, DISMISSAL,</p>	<p>CHAPTER III: APPLICATION, NOMINATION, ELECTION, DISMISSAL,</p>	

REMOVAL OF BOARD OF DIRECTORS MEMBERS	REMOVAL OF BOARD OF DIRECTORS MEMBERS	
Article 16. How shareholders and groups of shareholders can apply and nominate people to be members of the Board of Directors	Article 16. How shareholders and groups of shareholders can apply and nominate people to be members of the Board of Directors	
<p>2. Application documents to nominate candidates to be elected to the Board of Directors include:</p> <p>a. Application for nomination to the Board of Directors;</p> <p>b. Candidate's curriculum vitae;</p> <p>c. Copies of the following documents: <u>Citizen card</u> /ID card/Passport/Permanent residence (if any);</p> <p>d. Certificates of educational and professional qualifications (if any);</p> <p>Documents confirming the ownership ratio of the shareholder/group of shareholders that meets the nomination conditions</p> <p>e. Other requirements (if any).</p>	<p>2. Application documents to nominate candidates to be elected to the Board of Directors include:</p> <p>a. Application for nomination to the Board of Directors;</p> <p>b. Candidate's curriculum vitae;</p> <p>c. Copy of the following documents: <i>Citizen Identification Card</i>/ID card/Passport;</p> <p>d. Certificates of educational qualifications and professional qualifications (if any);</p> <p>Documents confirming the ownership ratio of the shareholder/group of shareholders that meets the nomination conditions</p> <p>e. Other requirements (if any)</p>	<p>Amend the composition of the documents required for nominating candidates for election to the Board of Directors to align with current regulations on legal documents for individuals.</p>
	CHAPTER VI: SUBCOMMITTEES UNDER THE BOARD OF DIRECTORS	
	<p><i>Article 31. Subcommittees under the Board of Directors</i></p> <p><i>In addition to the Audit Committee, the Board of Directors shall establish subcommittees under</i></p>	<p>Add provisions regarding the establishment of subcommittees under the Board of Directors and related regulations concerning these subcommittees.</p>

	<p><i>its authority to assist the Board of Directors, including:</i></p> <p><i>1. Human Resources and Remuneration Subcommittee</i></p> <p><i>2. Development Strategy Subcommittee</i></p> <p><i>3. Corporate Governance Secretary Subcommittee</i></p>	
	<p><i>Article 32. Roles, Responsibilities, and Authorities of the Subcommittees under the Board of Directors and of Each Subcommittee Member</i></p> <p><i>1. The Subcommittees under the Board of Directors shall have the following functions and roles:</i></p> <p><i>1.1. Human Resources and Remuneration Subcommittee</i></p> <p><i>The Human Resources and Remuneration Subcommittee is responsible for directing the development of policy frameworks and human resources procedures for the Company to be submitted to the Board of Directors for approval. It also assists the Board of Directors in the selection, recommendation, appointment, dismissal, remuneration, and performance evaluation of members of the Board of Directors, the Board of Management, the authorized</i></p>	

	<p><i>representatives, and other senior management positions.</i></p> <p><i>1.2. Development Strategy Subcommittee</i></p> <p><i>The Development Strategy Subcommittee is responsible for orienting, developing, directing, and supervising matters related to the Company's operational strategy and the implementation of that strategy based on the strategic direction approved by the General Meeting of Shareholders and the Board of Directors.</i></p> <p><i>1.3. Corporate Governance Secretary Subcommittee</i></p> <p><i>The Corporate Governance Secretary Subcommittee performs the function of Corporate Secretary and Corporate Governance Officer in accordance with legal regulations and the Company's Charter. It also supports the Board of Directors and the Chairman of the Board of Directors in carrying out their functions and duties.</i></p> <p><i>2. The Board of Directors shall specify the rights and obligations of the Subcommittees, the list of Subcommittee members, and the roles of each member in the resolutions of the Board of Directors regarding the establishment and operating regulations of the Subcommittees assisting the Board of Directors.</i></p>	
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	<p><i>Article 33. Appointment, Dismissal, and Removal of Members of the Subcommittees under the Board of Directors</i></p> <p><i>1. Term of the Subcommittees under the Board of Directors</i></p> <p><i>The term of the Subcommittees under the Board of Directors is 05 (five) years and may be changed by a decision of the Board of Directors.</i></p> <p><i>2. Number and Composition of the Subcommittees under the Board of Directors</i></p> <p><i>a. The number and composition of members of each Subcommittee shall be decided by the Board of Directors and considered from time to time, but each Subcommittee shall have at least 02 (two) members.</i></p> <p><i>b. Members of each Subcommittee are not necessarily members of the Board of Directors. One of the members of the Board of Directors should be appointed as the Head of the Subcommittee by decision of the Board of Directors.</i></p> <p><i>3. Qualifications of the Subcommittees under the Board of Directors</i></p> <p><i>a. The Heads of Subcommittees must:</i></p>	
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	<p><i>- Report to the Board of Directors on important matters related to the work of the Subcommittee, at least once every quarter.</i></p> <p><i>- Implement necessary management measures to ensure that the Subcommittee fulfills its assigned tasks effectively.</i></p> <p><i>- Attend the General Meeting of Shareholders to answer shareholders' questions related to their areas of responsibility.</i></p> <p><i>b. Subcommittee members: must have a sound understanding of fundamental principles of business ethics, management, the Law on Enterprises, the Labor Code, and other applicable regulations.</i></p> <p><i>4. Appointment, Dismissal, and Removal of Members of Subcommittees under the Board of Directors</i></p> <p><i>The appointment, dismissal, and removal of the Heads and members of Subcommittees fall under the authority of the Board of Directors.</i></p>	
	<p><i>Article 34. Operation of Subcommittees under the Board of Directors</i></p> <p><i>1. The Subcommittees shall hold regular quarterly meetings or extraordinary meetings when issues arise that require resolution. Subcommittees operate collectively and make</i></p>	

	<p><i>decisions based on the majority vote of their members.</i></p> <p><i>2. Annually, the Subcommittees shall conduct performance evaluations and submit them to the Board of Directors for review and approval.</i></p> <p><i>3. The Subcommittees are entitled to request information from any employee of the Company in order to fulfill their responsibilities.</i></p>	
CHAPTER <u>X</u>: IMPLEMENTATION EFFECT	CHAPTER <i>XI</i>: IMPLEMENTATION EFFECT	
Article 48. Effective date	Article <i>52</i>. Effective date	
1. This regulation includes <u>10</u> chapters and <u>48</u> articles, effective from <u>April 27, 2024</u>	1. This regulation includes <i>11</i> chapters and <i>52</i> articles, effective from <i>May 19, 2025</i>	Update the number of Chapters, Articles, and Clauses.
<p><i>Some other detailed adjustments regarding the order of chapters, articles, clauses, wording used, and certain references to articles have been made to ensure consistency in the format and content of the Regulations, without changing the substance of the Articles and Clauses.</i></p>		