

HUONG GIANG TOURIST JOINT STOCK COMPANY



BẢN GỐC



Huong Giang Tourist

CHARTER

HUONG GIANG TOURIST JOINT STOCK COMPANY

TRANSACTION NAME: HUONG GIANG TOURIST

ABBREVIATED NAME: HGT

CHARTER CAPITAL: 200.000.000.000 VNĐ

6th revision on December 17th, 2020

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PREAMBLE

The Charter of Huong Giang Tourist Joint Stock Company (hereinafter referred to as "Company") is established based on the Enterprise Law and applicable legal documents.

The Charter serves as the legal basis for the organization and operation of Huong Giang Tourist Joint Stock Company. The regulations of the Company, the Resolutions, Decisions of the General Meeting of Shareholders and the Board of Management, when properly adopted in accordance with the laws and this Charter, shall be the binding rules and regulations to conduct all business activities of the Company.

This sixth amended and supplemented Charter is adopted by the shareholders of the Company in accordance with the resolution of the General Meeting of Shareholders on December 17th, 2020

CHAPTER I - DEFINITION OF TERMS IN THE CHARTER

Article 1: Definitions

1. In this Charter, the following terms shall be construed as follows:
 - a. "*Charter capital*" means the capital contributed by all shareholders and stipulated in Article 5 of this Charter.
 - b. "*Enterprise Law*" means the Enterprise Law No. 68/2014/QH13 passed by the National Assembly on November 26, 2014.
 - c. "*Securities Law*" means the Securities Law dated November 26, 2019;
 - d. "*Establishment Day*" means the date the Company is granted the Certificate of Business Registration for the first time.
 - e. "*Enterprise executive*" is the General Director, Deputy General Director of the Company.
 - f. "*Related person*" means any individual or organization prescribed in Clause 17, Article 4 of the Enterprise Law, Clause 46 Article 4 of Securities Law.
 - g. "Big shareholder" means a shareholder defined in Clause 18, Article 4 of the Securities Law;
 - h. "*Term of operation*" means the duration of operation of the Company as prescribed in this Charter or as prescribed by law.
 - i. "*Vietnam*" means the Socialist Republic of Vietnam.
 - j. "*Subsidiary*" means a company whose controlling capital and shares are held by Huong Giang Tourist Joint Stock Company.
 - k. "*Controlling capital, shares*" mean the shares and contributed capital of the Company in another enterprise, which account for more than 50% of the charter capital of that enterprise.
 - l. "*Affiliate*" means a company whose non-controlling capital and shares are held by Huong Giang Tourist Joint Stock Company and is influenced and bound to the rights and obligations of Huong Giang Tourist Joint Stock Company in proportion with its

contributed capital or as agreed in the contract signed with Huong Giang Tourist Joint Stock Company.

- m. "Founding shareholder" means a shareholder owning at least one ordinary share and signing on the list of founding shareholders of the Company.
2. In this Charter, references to one or a number of other regulations or documents will include their amendments or substitutions.
3. The titles, chapters and articles of this Charter are used to facilitate the understanding of its contents and shall not affect the content of this Charter;
4. Words or terms defined in the Enterprise Law (if not in conflict with the subject or context) shall have the same meaning in this Charter.

CHAPTER II - NAME, FORM, HEAD OFFICE, BRANCHES, REPRESENTATIVE OFFICES, TERM OF OPERATION AND LEGAL REPRESENTATIVES OF THE COMPANY

Article 2: Name, form, head office, branches, representative offices, and term of operation of the Company

1. Name of the Company: **CÔNG TY CỔ PHẦN DU LỊCH HƯƠNG GIANG**
- Name of the Company in Vietnamese: CÔNG TY CỔ PHẦN DU LỊCH HƯƠNG GIANG
 - Name of the Company in English: HUONG GIANG TOURIST JOINT STOCK COMPANY
 - Transaction name: HUONG GIANG TOURIST
 - Abbreviated name: HGT
2. The Company is a joint stock company with legal status in accordance with the applicable laws of Vietnam.
3. The registered head office of the Company is:
- Address : No. 2 Nguyen Cong Tru, Hue City, Vietnam
 - Phone number : 84.234.3826070 - 826071
 - Fax : 84.234.3833588
 - Email : hgt@huonggiangtourist.com
 - Website: www.huonggiangtourist.com
4. The Chairman of the Board of Management is the legal representative of the Company.
5. The Company may establish branches and representative offices in domestic and international business areas to achieve the Company's objectives in accordance with the resolutions of the Board of Management and not contrary to the fundamental principles of Vietnamese law.
6. Term of operation of the Company shall start from the Establishment day and shall be indefinite.

CHAPTER III - OBJECTIVES, SCOPE OF BUSINESS AND ACTIVITIES OF

THE COMPANY

Article 3: Objectives of the Company

1. Business lines of the Company are:

No.	Business lines	Code
1	Short-term accommodation services Details: Travel accommodation services: Standard Hotel Resort & Spa	5510 (Main)
2	Sauna and steam baths, massage and similar health care services (except sport activities)	9610
3	Direct support services for air transportation Details: Air ticket agents for domestic and international flights	5223
4	Installation of electrical systems	4321
5	Site preparation	4312
6	Wholesale of beverages Details: Trading of alcoholic and non-alcoholic beverages	4633
7	Wholesale of food	4632
8	Tour operation Details: Providing international and domestic travel services	7912
9	Restaurants and mobile food services Details: Restaurants and eateries	5610
10	Agent, brokerage and auction activities Details: Currency exchange agent	4610
11	Organization of conventions and trade shows Details: Organization of events, conventions and trade shows	8230

2. The Company's objective is to continuously develop its production and trading activities and services in its business areas in order to maximize the Company's profits for its shareholders, enhance the value of the Company and continuously improve the living conditions, working conditions and income for employees, fulfill the obligations to pay to the State budget and build and develop the Company into a strong economic group.

Article 4: Scope of business and operation

1. The Company is permitted to plan and conduct all business activities in accordance the Company's business lines published on the National Business Registration Portal and this Charter and in accordance with the applicable laws and to adopt appropriate measures to

achieve its goals.

2. The Company may conduct business activities in other business lines permitted by law and approved by the General Meeting of Shareholders.

CHAPTER IV - CHARTER CAPITAL, SHARES

Article 5: Charter capital, shares and founding shareholders

1. The charter capital of the Company is **200,000,000,000 VND** (Two hundred billion Vietnamese dong).
The total charter capital of the Company is divided into **20,000,000 shares** with par value of 10,000 VND/share.
2. The Company may change its charter capital when approved by the General Meeting of Shareholders in accordance with the law.
3. The shares of the Company on the date of adoption of the Charter are ordinary shares. The rights and obligations of shareholders are prescribed in Article 11 and Article 12 of this Charter.
4. The Company may issue other types of preferred shares after they are approved by the General Meeting of Shareholders in accordance with the law.
5. The name, address, number of shares and other details about founding shareholders in accordance with the Enterprise Law shall be included in Appendix 1. This appendix is part of this Charter.
6. Ordinary shares shall be offered with priority given to existing shareholders in proportion to their own ordinary shares in the Company, unless otherwise stipulated by the General Meeting of Shareholders. The number of shares not registered by the shareholders will be decided by the Board of Management. The Board of Management may distribute such shares to various entities under the conditions and manner deemed appropriate by the Board of Management, provided that those shares shall not have sold under conditions that are more favorable than the conditions offered to existing shareholders, unless the shares are sold on the Stock Exchange by auction method.
7. The Company may buy shares of its own in the manner prescribed in this Charter and in accordance with applicable laws. Shares bought back by the Company shall become treasury shares and the Board of Management may offer such shares in accordance with the Law on Securities with relevant guiding documents and the provisions of this Charter.
8. The Company may issue other kinds of securities when approved by the General Meeting of Shareholders in writing in accordance with the law on securities and securities market.

Article 6: Share certificates

1. Shareholders of the Company shall be granted share certificates corresponding to the number and types of shares owned, with exceptions as provided for in Clause 7 of this Article.
2. Share means a certificate issued by a company, book entry or electronic data confirming ownership of one or a number of shares of that company. Stocks must contain all of the contents specified in Clause 1, Article 120 of the Law on Enterprises.
3. Within 15 days from the date of submitting a full set of documents for transfer of share ownership in accordance with the Company's regulations or within 15 days of the date

making full payment to buy the share as stipulated in the share issue plan of the Company, the owner of the shares will be issued a share certificate. The owner of the share does not have to pay the Company the cost of printing the share certificate.

4. In case of transferring only a number of registered shares in a registered share certificate, the old certificate shall be canceled and the new certificate specifying the remaining shares shall be issued free of charge.
5. In case the registered share certificate is lost, destroyed, the owner of the registered share certificate may suggest a new share certificate, provided that he/she is able to present evidence of shares ownership and pay for any related expenses to the Company.
6. The Company may issue non-certificate registered shares. The Board of Management may issue documents allowing the certificate or non-certificate registered shares to be transferred without compulsory transfer documents. The Board of Management may issue regulations on certificates and transfer of shares in accordance with the provisions of the Enterprise Law, the Law on Securities and this Charter.

Article 7: Other security certificates

Bond certificates or other security certificates of the Company (except for letters of offer, temporary certificates and similar documents) shall be issued with the seal and signature of the legal representative of the Company.

Article 8: Transfer of shares

1. All shares may be freely transferred unless otherwise stipulated by this Charter and law. Shares, registration of transactions listed on the Stock Exchange shall be transferred in accordance with the law on securities and securities market.
2. Shares not fully paid are not subject to transfer and enjoy related benefits such as the right to receive dividends, the right to receive issued shares to increase share capital from equity, the right to buy newly offered stocks and other benefits as prescribed by law.

Article 9: Withdrawal of shares

1. In case the shareholder fails to make full and timely payment of the amount payable to purchase the shares, the Board of Management shall inform and have the right to request such shareholder to pay the remaining amount together with the interest on that amount and the costs incurred due to the non-payment of the full amount to the Company in accordance with regulations.
2. The payment notification as mentioned above must clearly state the new payment term is at least seven days from the date of sending the notice, the place of payment. In addition, the notice must clearly state that in case of non-payment, the unpaid shares will be withdrawn.
3. The Board of Management has the right to recover the unpaid shares in full and on time in case the requirements in the above notice are not fulfilled.
4. The withdrawn shares are considered as shares authorized to be offered for sale as stipulated in Clause 3, Article 111 of the Law on Enterprises. The Board of Management may directly or indirectly authorize the sale, redistribution in accordance with the conditions and manner deemed appropriate by the Board of Management.
5. Shareholders whose shares have been withdrawn will have to relinquish their status as

shareholders in respect of those shares, but still have to pay all related amounts plus interest at the average short-term interest rate as announced by certain commercial joint stock banks (VCB, BIDV, Vietinbank, etc.) at the time of withdrawal under the decision of the Board of Management from the date of withdrawal until the date of payment. The Board of Management shall have full power to decide on the coercive payment of the total value of shares at the time of withdrawal or may exempt, in part or in full, such amount from payment.

6. The notice of withdrawal shall be sent to the holder of withdrawn shares prior to the time of withdrawal. Withdrawal is still valid even in the case of errors or carelessness in delivering the notice.

CHAPTER V - ORGANIZATIONAL STRUCTURE, MANAGEMENT AND SUPERVISION

Article 10: Organizational structure, management and supervision

The Company's organization, management and supervision structure:

- a. General Meeting of Shareholders;
- b. Board of Management;
- c. Board of Supervisors;
- d. Chief Executive Officer;

CHAPTER VI - SHAREHOLDERS AND GENERAL MEETING OF SHAREHOLDERS

Article 11: Rights of Shareholders

1. Shareholders are owners of the Company, have the rights and obligations corresponding to the number of shares and types of shares that they own. Shareholders are only liable for the Company's debts and other material obligations within the amount of capital contributed to the Company.
2. Ordinary shareholders have the following rights:
 - a. To attend and speak in the meetings of General Meeting of Shareholders and exercise the rights to vote directly at General Meeting of Shareholder or through an authorized representative, or perform remote voting;
 - b. To receive dividends with the rate decided by the General Meeting of Shareholders;
 - c. To freely transfer paid shares in accordance with the provisions of this Charter and applicable laws;
 - d. To be given the priority to purchase newly-offered shares in proportion to the number of own ordinary shares;
 - e. To review, look up and extract the shareholder information in the list of shareholders and to request amendment with regards to inaccurate information;
 - f. To access to information about the list of shareholders entitled to attend the General Meeting of Shareholders.
 - g. To review, search, extract or copy the Company's Charter, the book of meeting minutes

of the General Meeting of Shareholders and resolutions of the General Meeting of Shareholders;

- h. In case the Company is dissolved or bankruptcy, the holders of ordinary shares shall receive a portion of the remaining assets corresponding to the number of shares own after the Company has paid to the creditors and other shareholders in accordance with the law;
 - i. To request the Company to redeem their shares in cases stipulated in Article 129 of the Enterprise Law;
 - j. Other rights as prescribed by law and this Charter.
3. A shareholder or a group of shareholders holding at least 5% of the total number of ordinary shares for six consecutive months or more shall have the following rights:
- a. To nominate members for the Board of Management or the Board of Supervisors as prescribed in Clause 3 of Article 24 and Clause 5 of Article 38 of this Charter;
 - b. Request the Board of Management to convene the General Meeting of Shareholders in accordance with the provisions of Article 114 and Article 136 of the Law on Enterprises;
 - c. To verify and receive copies or extracts of the list of shareholders eligible to attend and vote at the General Meeting of Shareholders;
 - d. To request the Board of Supervisors to look into every specific issues with regards to management and operation of the Company if it is deemed necessary. The request must be made in writing and must specify full name, permanent address, nationality, ID card number, passport number or other legal personal identification papers for individual shareholders; name, business code or establishment decision number, head office address for institutional shareholders; the number of shares and time of share registration of each shareholder, total number of shares of the group of shareholders and the percentage of ownership in the total number of shares of the Company; issues requested to be looked into; purpose of the request.
 - e. Other rights as prescribed by law and this Charter.
4. For founding shareholders:
- a. Within three years from the date the Company is granted Business Registration Certificate, founding shareholders may freely transfer their ordinary shares to other founding shareholders and may only transfer their shares to non-founding shareholders if approved by the General Meeting of Shareholders. In this case, the shareholder intending to transfer his/her shares shall not have the right to vote on the transfer of such shares and the transferee automatically becomes the founding shareholder of the Company.
 - b. After three years from the date the Company is granted the Business Registration Certificate, restrictions on ordinary shares for founding shareholders will be removed.

Article 12: Obligations of shareholders

Ordinary shareholders shall have the following obligations:

- 1. To comply with the Charter and regulations of the Company; comply with decisions of the General Meeting of Shareholders and the Board of Management;

2. To attend the General Meeting of Shareholders and exercise the voting rights through the following forms:
 - a) To attend and vote directly at the meeting;
 - b) To authorize others to attend and vote at the meeting;
 - c) To attend and vote via online meetings, electronic voting or other electronic forms;
 - d) To send votes to the meeting via mail, fax, or email.
3. To pay for the registered shares according to regulations;
4. To provide correct address when registering the purchase of shares;
5. To perform other obligations in accordance with applicable laws;
6. To be personally responsible when performing the following acts in the name of the Company in any forms:
 - a. Violating the law;
 - b. Conducting business and other transactions for self-interest or for the benefit of other organizations and individuals;
 - c. Paying undue debts which might pose as potential financial risks to the Company.

Article 13: General Meeting of Shareholders

1. The General Meeting of Shareholders is the highest authority of the Company. The Annual General Meeting of Shareholders shall be held once a year. The annual General Meeting of Shareholders must be held within four months from the last day of the fiscal year. At the request of the Board of Management, the business authority may extend it, but not exceeding 6 (six) months from the end of the fiscal year.
2. The Board of Management convenes the Annual General Meeting of Shareholders and selects an appropriate venue. The annual General Meeting of Shareholders shall handle issues in accordance with the law and the Charter of the Company. Especially, General Meeting of Shareholders shall approve the annual financial statements and the financial budget for the next fiscal year. In case the audited annual financial statements of the company contain essential exceptions, the Company may invite representatives of the independent auditing company to attend the annual General Meeting of Shareholders to explain related contents.
3. The Board of Management must convene an extraordinary General Meeting of Shareholders in the following cases:
 - a. The Board of Management deems it is necessary for the interest of the Company;
 - b. The annual balance sheet, quarterly or biannual reports or audit report of the fiscal year reflects that 10% of ownership capital has been lost;
 - c. When the number of members of the Board of Management, independent members of the Board of Management and Supervisors is less than the number of members required by law or less than one third (1/3) of the number of members stipulated in the Charter;
 - d. Shareholders or groups of shareholders stipulated in Article 11.3 of this Charter request to convene the extraordinary General Meeting of Shareholders through a written proposal. The written proposal must clearly state the reason and purpose of the meeting,

bearing the signatures of related shareholders (the proposal may be made in several copies to have enough signatures of all related shareholders);

- e. The Board of Supervisors requires the meeting to be convened if the Board of Supervisors has reasons to believe that members of the Board of Management or senior management officers seriously violate their obligations under Article 160 of the 2014 Enterprise Law or the Board of Management acts or intends to act beyond its jurisdiction.
 - f. Other cases in accordance with the law and the Charter of the Company.
4. Convening extraordinary General Meeting of Shareholders

- a. The Board of Management must convene the meeting of the General Meeting of Shareholders within thirty days from the date the number of members of the Board of Management remains as specified in Clause 3c of this Article or from the date of receipt of the request as specified in Clauses 3d and 3e of this Article;
- b. If the Board of Management fails to convene the General Meeting of Shareholders in accordance with Clause 4a of this Article, within the next 30 days, the Board of Supervisors, on behalf of the Board of Management, must convene the General Meeting of Shareholders in accordance with Clause 5 Article 136 of the Enterprise Law;
- c. If the Board of Supervisors fails to convene the General Meeting of Shareholders in accordance with Clause 4b of this Article, within the next 30 days, the requesting shareholders or group of shareholders as prescribed in Clause 3d of this Article shall have the right to act on behalf of the Board of Management and the Board of Supervisors to convene the General Meeting of Shareholders in accordance with Clause 6, Article 136 the Enterprise Law;

In this case, the shareholders or the group of shareholders convening the General Meeting of Shareholders may request the business registration agency to supervise the order and procedures for convening and conducting of the meeting and making decisions of the General Meeting of Shareholders;

- d. All expenses for convening and conducting the General Meeting of Shareholders shall be reimbursed by the Company. Reimbursable expenses shall not cover personal expenses incurred by the shareholders when attending the General Meeting of Shareholders, including accommodation and travel expenses.

Article 14: Rights and obligations of the General Meeting of Shareholders

- 1. At the annual meeting, the General Meeting of Shareholders shall have the right to discuss and approve:
 - a. Audited annual financial statements;
 - b. Report of the Board of Supervisors;
 - c. Report of the Board of Management;
 - d. Development strategy of the Company.
 - e. Dividend per share for each type of share;
 - f. Other matters under the jurisdiction of the General Meeting of Shareholders.
- 2. At the annual and extraordinary meetings, the General Meeting of Shareholders shall issue

written decisions for the following matters:

- a. Approval of annual financial statements;
 - b. The level of dividends to be paid annually for each type of shares in accordance with the Enterprise Law and the rights attached to that type of shares. This dividend rate is not higher than the level proposed by the Board of Management after consulting shareholders at the General Meeting of Shareholders;
 - c. Number of members for the Board of Management;
 - d. Selection of an independent auditing company;
 - e. Election, removal from office, dismissal and replacement of members of the Board of Management, the Board of Supervisors;
 - f. The total remuneration for members of the Board of Management, Board of Supervisors and Report on the remuneration of the Board of Management, Board of Supervisors;
 - g. Amendment and revision of the Company's Charter; Internal regulation on corporate governance;
 - h. The type of shares and the number of new shares to be issued for each type of share;
 - i. The division, separation, consolidation, merging or conversion of the Company;
 - j. Reorganization and dissolution (liquidation) of the Company and appointment of the liquidator;
 - k. Inspection and handling of violations committed by the Board of Management or the Board of Supervisors that cause damages to the Company and its shareholders;
 - l. Decision to invest or sell assets of the Company or its branches or purchase transactions **or sale, borrowing, lending, mortgage, security or guarantee** contracts valued at, or more than, **35%** of the total asset value of the Company and its subsidiaries as reported in the audited financial statements of the latest fiscal year;
 - m. The Company buys back more than 10% of a type of issued shares;
 - n. Issuance of the Company's shares or bonds that require valuation of the Company's non-cash contributed assets namely gold, land use rights, intellectual property rights, technology and technological know-how;
 - o. Approval of agreements and contracts signed between the Company or its branches and the persons prescribed in Clause 1 of Article 126 of the Enterprise Law with value equal to or greater than **20%** of the total asset value of the Company and its subsidiaries as reported in the latest audited financial statements;
 - p. Other issues stipulated in this Charter and other regulations of the Company.
3. Shareholders are not allowed to vote on the following cases:
- a. Through contracts specified in Clause 2 of this Article where the shareholder or his/her related person is a party to such contracts;
 - b. The purchase of shares of such shareholder or his/her related person except when the repurchase of shares is made corresponding to the ownership ratio of all shareholders or the repurchase is made through matching orders on the Stock Exchange or the tender offer as regulations of the law.

4. All resolutions and issues included in the agenda must be discussed and voted at the General Meeting of Shareholders.

Article 15: Authorized representative

1. Shareholders entitled to attend the General Meeting of Shareholders in accordance with regulations of the law may directly attend or authorize their representatives to attend. In cases where more than one authorized representative is appointed, the number of shares and the number of votes of each representative must be specified. Institutional shareholders owning at least 10% of the total number of ordinary shares are entitled to authorize up to three representatives to attend the General Meeting of Shareholders.
2. The authorization of representatives to attend the General Meeting of Shareholders must be made in writing using the form provided by the Company and must be signed in compliance with the following requirements:
 - a. Where an individual shareholder is the authorizing party, the signature of such shareholder and the person or legal representatives of organizations authorized to attend the meeting must be obtained in power of attorney;
 - b. Where the institutional shareholder is the authorizing party, the signatures of the authorized representative, the legal representative of the institutional shareholder and the person authorized to attend the meeting must be obtained in power of attorney;
 - c. In other cases, the signatures of the legal representative of the shareholder and the person authorized to attend the meeting must be obtained in power of attorney.

The persons authorized to attend the General Meeting of Shareholders must present the letter of authorization when registering to attend before entering the meeting room.

3. In case where a lawyer, on behalf of the authorizing party, signs the letter of authorization, the authorization in this case will only be considered valid if such letter of authorization is presented together with the letter of authorization for the lawyer or a certified copy of such letter of authorization (if previously not registered with the Company).
4. Except for the case specified in Clause 3 of this Article, the votes of the persons authorized to attend the meeting within the scope of authorization shall remain valid in the following cases:
 - a. The authorizing person has died, has limited or has lost his/her civil act capacity;
 - b. The authorizing person has revoked the authorization;
 - c. The authorizing person has revoked the authority of the person performing the authorization.

This provision shall not apply if the Company receives notice of one of the said events within forty-eight hours prior to the opening of the General Meeting of Shareholders or before the meeting is re-convened.

Article 16: Change of rights

1. The change or cancellation of special rights attached to a class of preference shares takes effect when shareholders hold at least 65% of common shares attending the meeting and at least hold shareholders 65% of the voting rights of the preferred preference class mentioned above approved. The organization of a meeting of shareholders holding a class of preferred shares to pass the change of rights mentioned above is valid only when there

are at least two (02) shareholders (or their authorized representatives) and hold at least one-third (1/3) of face value of such issued shares. In case there are not enough delegates as mentioned above, the meeting will be re-organized within thirty (30) days later and the holders of such shares (regardless of the number of people and the number of shares) in person or via an authorized representative is considered to be a sufficient number of delegates. At the aforementioned preferred share holders' meetings, the holders of such class of shares who are present in person or through their representatives may request a secret ballot. Each share of the same type has equal voting rights at the above meetings.

2. The procedures for conducting such individual meetings shall be performed the same in accordance with the provisions of Articles 18, 19 and 20 of this Charter.
3. Unless otherwise stipulated in the share issuance provisions, the special privileges attached to the types of shares over some or all matters related to the sharing of profits or assets of the Company shall not be affected when the Company issues additional shares of the same type.

Article 17: Convening the General Meeting of Shareholders, meeting agenda, and announcing the General Meeting of Shareholders

1. The Board of Management shall convene the General Meeting of Shareholders, or the General Meeting of Shareholders shall be convened in the cases stipulated in Article 13.4b or Article 13.4c of this Charter.
2. The person convening the General Meeting of Shareholders must perform the following tasks:
 - a. Prepare a list of shareholders eligible to participate in and vote at the General Meeting of Shareholders. The list of shareholders entitled to attend the General Meeting of Shareholders is made no earlier than five (05) days before the date of sending notice of invitation to the General Meeting of Shareholders;
 - b. Prepare the agenda and content for the meeting;
 - c. Prepare documents for the meeting;
 - d. Draft resolutions of the General Meeting of Shareholders according to the proposed content of the meeting;
 - e. Determine the time and venue for the meeting;
 - f. Announce and send notice of the General Meeting of Shareholders to all shareholders entitled to attend the meeting;
 - g. Other jobs serving the meeting.
3. Notice of the General Meeting of Shareholders is sent to all shareholders in a guaranteed way, and is published on the website of the Company and the State Securities Commission and Stock Exchange (for with listed or registered companies). The convenor of the General Meeting of Shareholders must send a notice of invitation to all shareholders on the List of shareholders entitled to attend the meeting no later than ten (10) days before the opening of the General Meeting of Shareholders (from the date on which the notice is properly sent or forwarded, paid for or placed in the mailbox). Meeting agenda of the General Meeting of Shareholders, documents related to issues to be voted at the meeting are sent to shareholders or / and posted on the Company's website. In case the document is not attached with the notice of the General Meeting of Shareholders, the notice of invitation must specify the link to the

entire meeting document for the shareholders to access, including:

- a. Meeting agenda, documents used in the meeting;
 - b. List and detailed information of candidates in case of electing members of the Board of Management and Board of Supervisors;
 - c. Votes;
 - d. Form of authorized representative to attend the meeting;
 - e. Draft resolutions for each issue in the agenda.
4. A shareholder or a group of shareholders as mentioned in Article 11.3 of this Charter have the right to propose matters to be included in the meeting agenda of the General Meeting of Shareholders. Proposals must be made in writing and must be sent to the Company at least five business days prior to the opening of the General Meeting of Shareholders. The recommendation must include full name of the shareholder, permanent address, nationality, citizen identification card number, identity card, passport or other lawful personal identification for the shareholder being an individual; name, enterprise code or number of establishment decision, head office address for institutional shareholders; the number and type of shares that shareholders hold, and the content of the proposal included in the agenda.
5. The person convening the General Meeting of Shareholders shall have the right to refuse the proposals related to Clause 4 of this Article in the following cases:
- a. Proposals are not sent in time or its content is insufficient, inaccurate;
 - b. At the time of proposal, the shareholder or the group of shareholders fail to maintain at least 5% of the ordinary shares for at least six successive months;
 - c. Proposed issues are not within the competence of the General Meeting of Shareholders for discussion and approval.
6. The Board of Management must prepare a draft resolution for each issue included in the meeting agenda.
7. In case all shareholders representing 100% of the voting shares participate directly or through their authorized representatives at the General Meeting of Shareholders, the resolutions approved by the General Meeting of Shareholders are considered valid even in cases where the convening of the General Meeting of Shareholders is not in accordance with procedures or the content for voting is not included in the meeting agenda.

Article 18: Conditions for conducting the General Meeting of Shareholders

1. The General Meeting of Shareholders shall be held when the number of shareholders attending the meeting represents at least 51% of the total voting shares.
2. In case there is not enough attending shareholders within thirty minutes from the time of the opening of the General Meeting of Shareholders, the meeting convener cancels the meeting. The General Meeting of Shareholders must be re-convened within thirty days from the planned date of the first General Meeting of Shareholders. The General Meeting of Shareholders convenes for the second time shall only be conducted when the attending members are shareholders and the authorized representatives attending the meeting representing at least 33% of the total voting shares.
3. If the second meeting cannot be held due to insufficient number of required representatives within thirty minutes from the time of the opening of the General Meeting of Shareholders,

a third General Meeting of Shareholders may be re-convened within twenty (20) days after the planned date of the second meeting, in which case the meeting shall be conducted regardless of the number of shareholders or authorized representatives attending and shall be deemed valid and entitled to decide all issues that the General Meeting of Shareholders can approve.

4. At the request of the Chair, General Meeting of Shareholders shall have the right to change the meeting agenda previously included with the meeting invitation as stipulated in Article 17.3 of this Charter.

Article 19: Procedure for conducting the meeting and voting at the General Meeting of Shareholders

1. Prior to the opening of the General Meeting of Shareholders, the Company must carry out and maintain registration for shareholders until all shareholders entitled to attend the meeting are registered.
2. When conducting shareholder registration, the Company will issue to each shareholder or his/her authorized representative a voting card bearing the registration number, full name of shareholder, full name of the authorized representative and the number of votes of the shareholder. When voting at the General Meeting of Shareholders, the number of the card in agreement with resolution is collected first and the number of the card against the resolution is collected later. Finally, the total number of card agree or against the resolution will be counted for consideration. The number of votes for and against each issue as well as the number of blank votes will be announced by the Chair immediately after voting for that issue is finished. Several attending members shall be selected by the General Meeting of Shareholders or the Chair to count the votes or supervising the counting of votes. Members of the vote-counting committee shall be decided by the General Meeting of Shareholders based on the proposal of the Chairman of the meeting.
3. Shareholders or authorized representatives come after the meeting has opened have the right to register immediately and then have the right to participate and vote immediately after registration at the General Meeting of Shareholders. The Chairman is not obliged to stop the General Meeting of Shareholders to wait for the shareholders coming late to register and the validity of the contents which have been voted before have not changed.
4. The Chairman of the Board of Management shall preside the meetings convened by the Board of Management. In case the Chairman is absent or temporarily incapacitated, the remaining members of the Board of Management shall elect one of them to chair the meeting on the principle of majority. In case the Chair cannot be elected, the Head of the Board of Supervisors shall allow the General Meeting of Shareholders to elect the Chair of the meeting among the attendees and the person with the highest vote to chair the meeting. In other cases, the person who signs to convene the General Meeting of Shareholders to control the meeting of the General Meeting of Shareholders elects the Chair of the meeting and the person with the highest number of votes is appointed to chair the meeting.
5. The Chair's decision on the order, procedures or issues arising outside the agenda of the General Meeting of Shareholders will be the highest judgment.
6. The agenda and content of the meeting must be approved by the General Meeting of Shareholders in the opening session. The agenda must clearly identify and detail the time for each issue in the agenda.

7. The Chair of the meeting may postpone the meeting with the consent or request of the General Meeting of Shareholders with a sufficient number of delegates attending the meeting as prescribed in Clause 8, Article 142 of the Law on Enterprises.
8. If the Chair postpones or suspends the General Meeting of Shareholders in violation of Clause 7 of this Article, the General Meeting of Shareholders shall elect another person among the attending members to replace the Chair to conduct the meeting until the end. In this case, the validity of votes at such meeting shall not be affected.
9. The Chair has the right to take necessary and reasonable measures to control the General Meeting of Shareholders in a duly and orderly manner, complying with the approved agenda and reflecting the wishes of the majority of the attending members.
10. The convenor of the General Meeting of Shareholders has the right may request shareholders or authorized representatives attending the meeting to be subject to inspection or security measures which the Board of Management deems appropriate. If a shareholder or an authorized representative refuses to comply with the said inspection or security measures, the Board of Management may, after careful consideration, refuse or expel such shareholder or such representative from the meeting.
11. The convenor the General Meeting of Shareholders after careful consideration, may take appropriate measures in order to:
 - a. Arrange seats at the venue of the General Meeting of Shareholders;
 - b. Ensure safety for everyone present at the meeting venue;
 - c. Facilitate shareholders to attend or continue to attend the meeting.

The convenor of the General Meeting of Shareholders has exclusive right to change the above-mentioned measures. Applicable measures may be the issuance of passes to enter the meeting room or other forms.

12. In cases where the above-mentioned measures are applied at the General Meeting of Shareholders, the convenor of the General Meeting of Shareholders when choosing the venue for the General Meeting of Shareholders, may:
 - a. Announce that the meeting will be conducted at the venue indicated in the notice and the Chair of the meeting will be at the main venue of the meeting;
 - b. Arrange and organize the meeting so that shareholders or authorized representatives who cannot attend the meeting under this Article or those who want to meet at the venue other than the main venue of the meeting can concurrently attend the meeting;The announcement of the meeting does not need to specify the measures to be taken under this Article.

13. General Meeting of Shareholders online.

If natural disasters, epidemics and other emergency situations occur and it is not possible to hold a general meeting of shareholders in the usual way, the Company may choose to organize the online meeting of shareholders through information technology facilities. The Company must create the most favorable conditions for shareholders to fully exercise their rights and responsibilities at the General Meeting of Shareholders.

14. In this Charter (unless otherwise required by circumstances), all shareholders will be considered as participating the meeting at the main venue.



The Company must hold the General Meeting of Shareholders at least once a year. The annual General Meeting of Shareholders shall not be organized in the form of taking written opinions.

Article 20: Approval of decisions of the General Meeting of Shareholders

1. The General Meeting of Shareholders shall adopt any decisions within its jurisdiction in the form of voting at the meeting or taking written opinions.
2. Decisions of the General Meeting of Shareholders on the following issues shall be adopted when there are **65%** or more of the total number of votes from shareholders with voting rights who are present in person or through their authorized representatives at the General Meeting of Shareholders:
 - a. Types of shares and number of shares offered for sale;
 - b. Amendments and supplements to the Charter;
 - c. Investment project or sale of assets with value at **35%** or more of the total value of assets reported in the latest financial statements of the Company and its branches;
 - d. Reorganization and dissolution of the Company.
3. Electing members of the Board of Management and the Board of Supervisors must comply with the provisions of Clause 3, Article 144 of the Law on Enterprises.
4. Decisions on other matters within the jurisdiction of the General Meeting of Shareholders shall be adopted when the shareholders representing at least 51% of the total number of votes of the shareholders with voting rights.
5. Resolutions of the General Meeting of Shareholders approved by 100% of the total shares with voting rights are legal and effective even if the order and procedures for adoption of such resolutions are not implemented in accordance with regulations.

Article 21: Competence and procedures for taking shareholders' written opinions to adopt decisions of the General Meeting of Shareholders

The authority and procedures for collecting shareholders' written opinions to adopt decisions of the General Meeting of Shareholders shall be done as follows:

1. The Board of Management has the right to collect written opinions from shareholders to approve all decisions within the authority of the General Meeting of Shareholders at any time if it is deemed necessary for the interest of the Company;
2. The Board of Management must prepare an opinion request form, a draft decision of the General Meeting of Shareholders and documents supporting the draft decision. The Board of Management must send, announce documents to each shareholders in a reasonable period to consider voting and at least 15 (fifteen) days before the deadline for submitting opinions and must be sent by registered mail to the permanent address of each shareholder; Requirements and methods of sending opinion cards and attached documents comply with Clause 3, Article 17 of this Charter.
3. The opinion request form must include the following main details:
 - a. Name and address of the head office, Enterprise code.
 - b. Purpose of the opinion request;
 - c. Full name, permanent address, nationality, Citizen identification card number, ID card

number, passport number or other legal personal identification documents of individual shareholders; name, enterprise code or establishment decision number, head office address of the institutional shareholder or full name, permanent address, nationality, citizen ID card number, identity card, Passport or other legal personal certification of the authorized representative of institutional shareholder; number of shares for each type of share and number of votes for the shareholder;

- d. Issues on which the shareholder's opinions is needed for decision approval;
 - e. Voting options include agree, disagree and no opinion for each issue that collects opinions;
 - f. The deadline to send the completed opinion request form to the Company;
 - g. Full name and signature of the Chairman of the Board of Management and the legal representative of the Company;
4. The completed opinion request form must be signed by the shareholder, if the shareholder is individual, by the authorized or legal representatives of the shareholder, if the shareholder is organization, the legal representative of an organization is authorized.
5. The opinion form may be sent to the Company in the following forms:
- a. Mailing: The written opinion form sent to the Company must be kept in a sealed envelope and no one is allowed to open before counting votes;
 - b. Sending fax or email: The opinion form sent by fax or email must be kept confidential until the time of counting votes.
 - c. The opinion forms received by the Company after the deadline specified in the content of the opinion form or opened in the case of mailing or published before the time of counting votes in the case of sending faxes, emails are invalid. The absentee ballot is considered as a vote not participating in the vote.
6. The Board of Management shall count the votes and prepare vote-counting minutes in the presence of the Board of Supervisors or non-management shareholders of the Company. The vote-counting minutes must contain the following main details:
- a. Name, address of the head office, enterprise code;
 - b. Purpose and issues that need the shareholder's opinions for decision approval;
 - c. The number of shareholders with the total number of voted votes, in which the number of valid votes and the number of invalid votes shall be distinguished, together with the list of shareholders participating in the voting as an appendix;
 - d. Total of agree votes, disagree votes, no opinion votes with respect to each issue;
 - e. Decisions that have been adopted;
 - f. Full name and signature of the Chairman of the Board of Management, the legal representative of the Company, the vote-counting person and the vote-counting supervisor.

The members of the Board of Management and the person who supervises the vote-counting shall be jointly responsible for the authenticity and accuracy of the vote-counting minutes; jointly responsible for losses arising from decisions adopted due to fraudulent or inaccurate counting of votes;

7. The vote-counting minutes must be sent to shareholders within fifteen (15) days after the day of counting votes. In case the Company has a website, the vote counting record may be replaced by posting on the Company's website within twenty-four (24) hours from the end of the vote counting.
8. Completed opinion request forms, the vote-counting minutes, the full text of the adopted resolution and related documents attached with the opinion request form must be kept at the head office of the Company;
9. Resolutions of the General Meeting of Shareholder shall be adopted by collecting written opinions of shareholders when it is approved by the number of shareholders representing at least 65% of the total voting share and have the same validity as resolutions adopted by the General Meeting of Shareholders.

Article 22: Minutes of the General Meeting of Shareholders

Resolutions passed in the form of written opinion collection must be approved by at least [65%] of the total number of shareholders with voting rights and have the same value as the resolution passed at the General Meeting of Shareholders.

1. The General Meeting of Shareholders must be recorded in minutes and can be recorded and kept in another electronic form. The minutes must be made in Vietnamese, can be further made in English and contain the following main contents:

- a. Name, head office address, enterprise code;
- b. Time and place of the General Meeting of Shareholders;
- c. Meeting agenda and meeting content;
- d. Full name of the Chair and secretary;
- e. Summary of the meeting and opinions at the General Meeting of Shareholders on each issue in the agenda;
- f. Number of shareholders and total votes of attending shareholders, appendix of shareholder registration list, representatives of shareholders attending the meeting with the corresponding number of shares and votes;
- g. The total number of votes for each voting issue, clearly stating the voting method, the total number of valid, invalid, agree, disagree and no opinion; the corresponding ratio of the total votes of attending shareholders;
- h. The issues were passed and the percentage of votes passed accordingly;
- i. Signature of the Chair and secretary.

The minutes made in Vietnamese and English are equally legal. In case of any discrepancies between the Vietnamese and English minutes, the Vietnamese version shall prevail.

2. Minutes of the General Meeting of Shareholders must be prepared and approved before the end of the meeting. The Chair and secretary of the meeting must be jointly responsible for the truthfulness and accuracy of the content of the minutes.

3. The minutes of the General Meeting of Shareholders must be published on the website of the Company within twenty four (24) hours or sent to all shareholders within fifteen (15) days from the date end of the meeting.

4. The minutes of the General Meeting of Shareholders are considered as evidence to verify the work performed at the General Meeting of Shareholders unless there is an objection to the content of the minutes made in accordance with prescribed procedure is within ten (10) days of sending the minutes.

5. The minutes of the General Meeting of Shareholders, the appendix of the list of shareholders registering to attend the meeting with the signature of the shareholder, the authorization to attend the meeting and related documents must be kept at the head office of Company.

Article 23: Request to cancel decisions of the General Meeting of Shareholders

Within ninety (90) days from the date receiving the minutes of the General Meeting of Shareholders or vote-counting minutes in written of the General Meeting of Shareholders, members of the Board of Management, Chief Executive Officer, and the Board of Supervisors, Shareholder or group of shareholders as stipulated in Clause 3, Article 11 of this Charter shall have the right to request the Court or the Arbitrator to review and cancel decisions of the General Meeting of Shareholders in the following cases:

1. The order and procedures for convening meetings or collecting written opinions of shareholders and making decisions of the General Meeting of Shareholders do not comply with the provisions of the Enterprise Law and this Charter, except for the case specified in Clause 5 Article 20 of this Charter.
2. Content of the resolution violates the law or this Charter.

In case the decision of the General Meeting of Shareholders is canceled by a decision of the Court or the Arbitrator, the convenor of the General Meeting of Shareholders may be considered to reorganize the General Meeting of Shareholders in Within 30 days according to the order and procedures specified in the Enterprise Law and this Charter.

CHAPTER VII - BOARD OF MANAGEMENT

Article 24: Members and term of members of the Board of Management

1. The number of members of the Board of Management shall be five (05) persons. The term of members of the Board of Management shall not exceed five (05) years; a member of the BOM may be re-elected for an unlimited number of terms. The total number of non-executive members of the Board of Management must account for at least one-third (1/3) of the total number of members of the Board of Management.
2. In case the candidate has been identified in advance, information related to the Board of Management candidates is included in the General Meeting of Shareholders document and announced at least ten (10) days before the opening of the General Meeting of Shareholders on the Company's website so that shareholders can learn about these candidates before voting. Candidates of the Board of Management must have a written commitment to the truthfulness, accuracy and reasonableness of the personal information published and must commit to perform the duties honestly if elected as a member of Board of Management. Information related to the candidate of the Board of Management to be published includes the following minimum content:
 - a. Full name, date of birth;
 - b. Education level;

- c. Qualification;
 - d. Working process;
 - e. Companies in which the candidate is holding member of the Board of Management and other management titles;
 - f. Report on the evaluation of the candidate's contribution to the Company, in case that candidate is currently a member of the Board of Management of the Company;
 - g. Benefits related to the Company (if any);
 - h. Full name of shareholder or group of shareholders nominating that candidate (if any);
 - i. Other information (if any).
3. Shareholders holding ordinary shares for at least six consecutive (06) months may be entitled to aggregate the number of voting rights of each such shareholder to nominate candidates for the Board of Management. A shareholder or a group of shareholders holding from 5% to under 10% of the voting shares for at least six consecutive months may nominate one (1) candidate; from 10% to under 30%, may nominate up to two (2) candidates; from 30% to under 50%, may nominate up to three (3) candidates; from 50% to under 65%, may nominate up to four (4) candidates; 65% or more, may nominate the full number of members.
4. In cases where the number of nominated or self-nominated candidates for the Board of Management is still insufficient, the current Board of Management may nominate additional candidates or nominate using a mechanism provided by the Company. The mechanism or the manner in which the current Board of Management employs to nominate candidates for the Board of Management must be clearly communicated and must be approved by the General Meeting of Shareholders prior to nomination.
5. Criteria and Conditions to become a member of the Board of Management shall be in accordance with Article 151 of the Enterprise Law.
6. A member of the Board of Management will no longer be a member of the Board of Management in the following cases:
- a. That member is not eligible to be the member of the Board of Management in accordance with the Enterprise Law or is prohibited by law from acting as a member of the Board of Management;
 - b. That member sends a letter of resignation to the head office of the Company;
 - c. That member suffers mental disorder and other members of the Board of Management have professional evidence showing that he or she has lost behavioral capacity;
 - d. That member is absent from activities of the Board of Management for six successive months (apart from the cases of force majeure), and during this period the Board of Management does not allow that member to be absent and has ruled that the position of this person is vacated;
 - e. That member is dismissed from the Board of Management by a decision of the General Meeting of Shareholders.
 - f. That member provides false personal information to the Company as a candidate of the



Board of Management.

- g. Fall in other cases in accordance with the laws and this Charter.
7. The appointment of members to the Board of Management must be announced in accordance with the law on securities and securities market.
8. A member of the Board of Management is not necessarily a Shareholder of the Company.

Article 25. Powers and obligations of the Board of Management

1. Business activities and tasks of the Company that have been supervised and directed by the Board of Management. The Board of Management is empowered to exercise everything within its rights and obligations of the Company, except for the cases that belongs to the General Meeting of Shareholders.
2. The Board of Management is responsible for overseeing, directing the Chief Executive Officer and other management officers.
3. The powers and duties of the Board of Management are defined by the Enterprise Law, the Charter, the internal regulations of the Company and the decisions of the General Meeting of Shareholders. Specifically, the Board of Management has the following powers and duties:
 - a. To decide production and business development plan and annual budget.
 - b. To identify operational objectives in line with strategic objectives approved by the General Meeting of Shareholders.
 - c. To elect, remove from office and dismiss the Chairman of the Board of Management; To appoint, dismiss, remove from office, sign contracts, decide salary, terminate contracts with: Chief Executive Officer, Deputy Chief Executive Officer, Person in charge of corporate governance; Chairman of the Company, General Director of Subsidiaries 100% capital of the Company. Decide on their remuneration and other benefits and report to the Annual General Meeting of Shareholders annually.

The dismissal mentioned above must not be against the rights under the labor contracts of the persons being dismissed (if any).
 - d. To decide the organizational structure and internal management regulations of the Company after being approved by the General Meeting of Shareholders; decide the establishment of subsidiaries, branches and representative offices; decide the capital contribution and purchase of shares of other enterprises.
 - e. To settle complaints against the Company's management officers; to appoint a representative of the Company to resolve matters related to the legal procedures against such management officers.
 - f. To approve the agenda, the content of documents serving the General Meeting of Shareholders, convening the General Meeting of Shareholders or collecting opinions for the General Meeting of Shareholders to approve the decision;
 - g. To propose types of shares to be issued and the number of shares for each type.
 - h. To propose the issuance of bonds, convertible bonds, and warrants that allow the owners to buy shares at a predetermined price.
 - i. To decide the offer price of bonds, shares and convertible securities.

- j. To propose the annual dividend payout and determine the temporary dividend; direct the payment of dividends.
 - k. To propose the restructuring or dissolution of the Company.
 - q. To make investing or selling decisions on the assets of the Company or its branches or on purchase transactions valued **from 10% to under 35%** of the total asset value of the Company and its branches as reported in the audited financial statements of the latest fiscal year.
 - l. To approve contracts on purchase, sale, borrowing, lending, mortgage, guarantee and other contracts valued **from 10% to under 35%** of the total asset value as reported in the latest financial statements of the Company (except for cases where such actions are under the authority of the General Meeting of Shareholders).
 - m. To approve the agreements and contracts signed between the Company or its branches and the persons defined in Article 162.1 of the Enterprise Law whose value is **less than 20%** of the total asset value of the Company and its branches as reported in the latest audited financial statements.
 - n. To submit audited annual financial reports and corporate governance reports to the General Meeting of Shareholders;
 - o. To report to the General Meeting of Shareholders about the appointment of the Director (General Director) by the Board of Management;
 - p. Other matters stipulated in the Enterprise Law, this Charter and other regulations of the Company.
4. The following issues must be approved by the Board of Management:
- a) Establishment of branches or representative offices of the Company;
 - b) Establishment of the Company's subsidiaries;
 - c) Within the scope prescribed in Clause 2, Article 149 of the Enterprise Law and except for the cases prescribed in Clause 2 Article 135 and Clause 1, Clause 3 Article 162 of the Enterprises Law must be approved by the General Meeting of Shareholders and the Board of Management decide the implementation, modification and cancellation of the Company's contracts;
 - d) Appoint and dismiss the Company's authorized representatives as commercial representatives and lawyers of the Company;
 - e) Borrowing and implementation of mortgages, warranties, guarantees and compensation of the Company;
 - f) Investments that do not belong to the business plan and the budget exceeds ... VND or investments exceed 10% of the annual business plan and budget value;
 - g) Purchase or sale of shares or capital in other companies established in Vietnam or abroad;
 - h) The valuation of assets contributed to the Company is not in cash during the issuance of shares or bonds of the Company, including gold, land use rights, intellectual property rights, technology and technological know-how;
 - i) The repurchase or withdrawal of not more than 10% of the total number of shares of

each type has been offered for sale for twelve (12) months;

- j) Decide on the price to repurchase or withdraw the Company's shares;
 - k) Business or transaction matters that the Board of Management decides to require approval within its jurisdiction and responsibility.
5. The Board of Management shall report to the General Meeting of Shareholders on its activities, particularly on the Board of Management's supervision of the Chief Executive Officer and other management officers in the fiscal year. In case the Board of Management does not submit the report to the General Meeting of Shareholders, the annual financial reports of the Company are considered invalid and have not been approved by the Board of Management;
6. Unless otherwise provided by law and the Charter, the Board of Management may authorize subordinate staff and management officers to handle the work on behalf of the Company;

Article 26: Remuneration, salary and other benefits of members of the Board of Management

1. Members of the Board of Management (excluding authorized representatives) receive remuneration for their work as members of the Board of Management. The total remuneration for the Board of Management is decided by the General Meeting of Shareholders. This remuneration is divided among the members of the Board of Management according to the agreement in the Board of Management or equally divided in case of no agreement.
2. The total amount of money paid to each member of the Board of Management includes remuneration, costs, commissions, rights to purchase shares and other benefits enjoyed by the Company, its subsidiaries and associates and other companies on which the members of the Board of Management represent the capital contribution must be published in detail in the Company's Annual Report. Remuneration for members of the Board of Management must be shown as a separate item in the annual financial statements of the Company.
3. Members of the Board of Management holding executive positions or members of the Board of Management working in subcommittees of the Board of Management or performing other tasks which, according to the Board of Management, are outside the scope of their duties. Normally, a member of the Board of Directors may receive additional remuneration in the form of a lump sum remuneration, salary, commission, percentage of profit or otherwise as decided by the Board of Management.
4. Members of the Board of Management have the right to be paid for all travel, accommodation, accommodation and other reasonable expenses they have to pay when performing their responsibilities as a member of the Board of Management, including expenses incurred in attending the meetings of the General Meeting of Shareholders, the Board of Management or sub-committees of the Board.

Article 27: Chairman of the Board of Management

1. The Board of Management must select among the members of the Board of Management to elect one Chairman and one Vice Chairman. Unless otherwise decided by the General Meeting of Shareholders, the Chairman of the Board of Management shall not hold the position of Chief Executive Officer of the Company. Where the Chairman of the Board of Management concurrently holds the position of Chief Executive Officer of the Company,

this must be approved annually at the annual General Meeting of Shareholders.

2. The Chairman of the Board of Management is responsible for convening and presiding over meetings of General Meeting of Shareholders, meetings of the Board of Management, signing or authorizing the assignment or transfer of ownership in accordance with the Charter of the Company, the Enterprise Law and other applicable laws. In addition, The Chairman of the Board of Management shall have other rights and obligations as stipulated in this Charter and the Enterprise Law. In case the Chairman of the Board of Management is absent or unable to perform his / her duties, he/she shall authorize another member to perform the rights and obligations of the Chairman of the Board of Management in accordance with the prescribed principles. at the company's charter. In case there is no authorized person, the remaining members elect one of the members to temporarily hold the position of Chairman of the Board of Directors on the principle of majority.
3. The Chairman of the Board of Management shall ensure that the Board of Management submits its annual financial statements, the Company's operation report, auditing reports and inspection reports to the shareholders at the General Meeting of Shareholders;
4. The BOM chairman may be dismissed under the decision of the Board of Management. In case the Chairman of the Board of Management resign or are dismissed, the Board of Management must elect substitutes within ten days.
5. The Chairman of the Board of Management shall have the following rights and obligations:
 - a. To prepare the agenda and work plans for the Board of Management;
 - b. To prepare the agenda, content and documents for meetings; convene and preside over meetings of the General Meeting of Shareholders and the Board of Management;
 - c. To adopt the written resolutions of the General Meeting of Shareholders and the Board of Management;
 - d. To supervise the implementation of resolutions of the General Meeting of Shareholders and the Board of Management;
 - e. To approve investment or sale of assets or contracts on purchase, sale, borrowing, lending, mortgage, guarantee and other contracts **valued under 10%** of the total asset value reported in the latest financial statements of the Company, (except for cases where such actions are under the authority of the General Meeting of Shareholders);
 - f. Other rights and obligations in accordance with the Enterprise Law, this Charter and other regulations of the Company.
6. The Chairman of the Board of Management shall be the person to make the final decision in case the rates of approval and disapproval from members of the Board of Management are the same.

Article 28: Substitute members of the Board of Management

1. A member of the Board of Management (other than the authorized representative of such member) may appoint another member of the Board of Management, or a person approved by the Board of Management and is ready to perform the task, to be the substitute for him/her and has the right to remove such substitute.
2. A substitute member of the Board of Management shall be entitled to receive notices of

meeting of the Board of Management and the sub-committees of the Board of Management of which the appointing person is a member. The substitute member shall have the right to participate and vote at meetings when the member of the Board of Management appointing such substitute member is absent, and is authorized to perform all functions of the appointing person as a member of Board of Management in case the appointing person is absent. This substitute member is not entitled to receive any compensation from the Company for his or her work as a substitute member of the Board of Management. However, the Company is not obliged to send notice of the aforementioned meetings to substitute members of the Board of Management who are not in Vietnam.

3. The substitute member will have to resign from being a member of the Board of Management if his/her appointing person is no longer a member of the Board of Management. Where the term of a member of the Board of Management expires but he/she is reappointed or deemed to have been reappointed in the same General Meeting of Shareholders that the member ceases to hold office due to the expiry of his/her term of office, then his/her appointment of a substitute member performed immediately prior to the expiry of his/her term of office shall continue to be effective after the member is reappointed.
4. The appointment or dismissal of the substitute member must be made in writing by the appointing or dismissing member of the Board of Management and sent with signature to the Company or in other forms as approved by the Board of Management.
5. In addition to the other provisions set out in this Charter, the substitute member shall be treated as a member of the Board of Management in all respects and shall be personally responsible for his acts and faults but shall not be considered the representative to execute the authorization of the appointing member of the Board of Management.

Article 29: Meetings of the Board of Management

1. If the Board of Management is electing its Chairman, the first meeting of the Board of Management to elect the Chairman and to make other decisions within its authority must be conducted within seven working days from the date of ending the election of the Board of Management for that term. This meeting shall be convened by the member with the highest number of votes. In cases where more than one member has the highest and equal number of votes in the principle of majority, one of them shall convene the meeting of the Board of Management.
2. The Board of Management must hold regular meetings at least quarterly. The Chairman of the Board of Management must convene the meetings of the Board of Management, set the agenda, time and venue of the meetings at least five (05) days before the scheduled date of the meeting. The Chairman may convene the meeting whenever it is deemed necessary.

Forms of meetings of the Board of Management includes: Direct meetings; online meetings via information technology means; Meetings by way of collecting votes to collect opinions of members of the Board of Directors.

3. Extraordinary meetings. The Chairman must convene a meeting of the Board of Management without delay unless there are justifiable reasons, when one of the following persons send written request for meeting which state the purpose of the meeting and

matters to be discussed:

- a. The Chief Executive Officer or at least five management officers;
 - b. At least two members of the Board of Management;
 - c. Board of Supervisors.
 - d. Independent members of the Board of Management;
4. The meetings of the Board of Management as mentioned in Clause 3 of this Article must be held within seven (07) days after the requested date for meeting. In case the Chairman of the Board of Management refuses to convene the meeting as requested, the Chairman shall be liable for any damages caused to the Company; the persons who request for a meeting under Clause 3 of this Article may themselves convene the meeting of the Board of Management.
 5. In case meeting is requested by an independent auditor, the Chairman of the Board of Management must convene the meeting of the Board of Management to discuss the audit report and the situation of the Company.
 6. Meeting venue. Meetings of the Board of Management will be held at the registered address of the Company or other addresses in Vietnam or abroad as is decided by the Chairman of the Board of Management and agreed by the Board of Management.
 7. Notice of meeting and meeting agenda. The notice of meeting of the Board of Management must be sent to members of the Board of Management at least five (05) days before the meeting is held. The members of the Board of Management may refuse the notice of meeting in writing and this refusal have been changed or canceled in writing by these members of the Board of Management. The notice of meeting of the Board of Management must be made in writing in Vietnamese and must include sufficient information such as meeting agenda, time and venue, content of the issues discussed together with necessary documents on matters to be discussed and voted at the meeting of the Board of Management and votes for the members of the Board of Management who cannot attend the meeting.
 8. The notice of meeting must be sent by post, fax, email or other means as long as they arrive at the address of each member of the Board of Management as registered in the Company.
 9. Minimum number of attendants. A meeting of the Board of Management shall be conducted when there are three fourths or more of the total members attending the meeting. In case the meeting convened under this Clause does not have enough members to attend the meeting as prescribed, it may be convened for the second times within 07 days from the intended date of the first meeting. In this case, the meeting is conducted, if more than half of the BOM members attend the meeting.
 10. Voting.
 - a. With the exception of the provisions under Clause 10b of this Article, each member of the Board of Management or the individual person authorized to present in person at the meeting of the Board of Management shall have one vote;
 - b. Members of the Board of Management is not allowed to vote on any contracts, transactions or proposals that such members or his/her related persons have interests in and such interests conflict or might conflict with the interests of the Company. A

member of the Board shall not be included in the minimum required number of attendees present in order to be able to hold a meeting of the Board of Management for decisions which the member has no voting rights ;

- c. Under the provisions of Clause 10b of this Article, in case any problems arise in a meeting of the Board of Management related to the level of interests of a member of the Board of Management or related to the voting right of such member while such problem is not resolved by such member's voluntary renunciation of voting rights, then such problems shall be forwarded to the Chair of the meeting and the Chair's decision concerning all other members of the Board of Management shall be final, unless the nature or the level of interest of the concerned member of the Board of Management have not been properly disclosed.
 - d. Members of the Board of Management who benefit from a contract under Article 35.5a and 35.5b of the Charter shall be deemed to have significant benefits from such contract.
 - e. Supervisors have the right to attend meetings of the Board of Management, have the right to discuss issues but not to vote.
11. Disclosure of interests. A member of the Board of Management, who directly or indirectly benefits from a contract or transaction that has been signed or intends to be signed with the Company and is aware that he/she has interests in it, shall have to disclose the nature and content of such benefit at the first meeting of the Board of Management to consider the signing of such contract or transaction. Or the member may disclose that at the first meeting of the Board of Management held after the member is aware that he/she benefits or will benefit from the related transaction or contract.
12. Majority vote. The Board of Management adopts resolutions and decisions based on the approving votes by the majority (over 50%) of the members of the Board of Management present at the meeting. Where the number of approving and disapproving votes is equal, the vote of the Chairman shall be the decisive vote.
13. Meetings of the Board of Management may be organized in the form of online conference among members of the Board of Management when all or some of the members are in different locations, provided that each participant is able to:
- a. Listen to other members of the Board of Management at the meeting;
 - b. If desired, he/she can speak to all other participants at the same time.

Communication among members may be done directly via telephone or via other means of communication (whether or not the use of such media occurs at the time of adoption of the Charter or later on) or a combination of such methods. According to this Charter, members of the Board of Management attending the meeting using such methods shall be considered as "present" at such meeting. The venue of the meeting held under this regulation shall be the venue where the majority group of members of the Board of Management agree to convene on, or if no such group exists, the venue shall be the location where the Chair is present.

Decisions approved in a meeting organized and conducted properly via telephone shall be effective immediately upon the end of the meeting, but the minutes of meeting must be signed for confirmation by all the members of Board of Management attending this meeting.

14. Written resolution. Resolution in the form of collecting written opinions is adopted on the basis of the approval of a majority of the BOM members with voting rights. This resolution is as valid as the resolution adopted at the meeting.

Such resolutions are effective and have the same value as resolutions adopted by members of the Board of Management at a meeting convened and organized according to normal practice. Resolutions may be adopted by using multiple copies of the same text if each copy has at least one signature of the member.

15. Minutes of meeting of the Board of Management.

Meetings of the Board of Management must be recorded in minutes and may be recorded and kept in another electronic form. The minutes must be made in Vietnamese language and may be made in foreign languages with the following principal contents:

- a) Name, head office address, enterprise code;
- b) Purpose, agenda and content of the meeting;
- c) Time and location of the meeting;
- d) Full name of each member attending the meeting or the person authorized to attend the meeting and method of attending; full name of members not attending the meeting and reason;
- d) Issues discussed and voted on at the meeting;
- e) Summary of opinions of each member attending the meeting in the order of the progress of the meeting;
- g) The voting results clearly state members agreeing, disagreeing and no opinion;
- h) The issues approved;
- i) Full name, signature of the chair and record maker.

The chair and the minutes maker must be responsible for the truthfulness and accuracy of the content of the Board meeting minutes.

16. Sub-committees of the Board of Management. The Board of Management may establish and authorize the sub-committees. Members of a sub-committee may include one or more members of the Board of Management and one or more external members as decided by the Board of Management. The sub-committees must comply with regulations set by the Board of Management when performing their mandated powers. These regulations may regulate or allow the admission of members outside the Board of Management to the above-mentioned sub-committees and allow them to vote as members of the sub-committees, however (a) the number of external members must be less than half of the total number of members of the sub-committee; and (b) the sub-committee's resolutions are effective only when the majority of members attending and voting at the meeting of the sub-committee are members of the Board of Management.
17. Legal validity of actions. The actions to implement the decisions of the Board of Management, or of the sub-committees under the Board of Management, or of the persons having status of members of sub-committees under the Board of Management, shall be considered as legally valid even if there might be errors in the election or appointment of members by the sub-committees or the Board of Management.



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Article 30: Person in charge of company governance

1. The Board of Management shall appoint at least one (01) person to be the person in charge of company management to support the company's governance activities carried out effectively. The term of the person in charge of corporate governance is decided by the Board of Management, a maximum of five (05) years. The person in charge of corporate governance may concurrently act as the company secretary according to the provisions of Clause 5, Article 152 of the Law on Enterprises.
2. The person in charge of company governance must meet the following criterias:
 - a. Having knowledge of the law;
 - b. Do not concurrently work for an independent auditing company that is auditing the financial statements of the Company;
 - c. Other criteria as prescribed by law, this Charter and decisions of the Board of Management
3. The Board of Management may dismiss the person in charge of company governance when necessary but not contrary to the current provisions of labor code. The Board of Management may appoint Assistant of the person incharge of company governance from time to time.
4. The person in charge of company governance has the following rights and obligations:
 - a. Advising the Board of Management in organizing the General Meeting of Shareholders in accordance with regulations and related work between the Company and shareholders;
 - b. Prepare meetings of the Board of Management, Board of Supervisors and General Meeting of Shareholders at the request of the Board of Management or the Board of Supervisors;
 - c. Advice on procedures of meetings;
 - d. Attend meetings;
 - e. Advice on the procedures for making resolutions of the Board of Management, in accordance with the provisions of law;
 - f. Providing financial information, copies of the Board meeting minutes and other information for members of the Board of Management and Supervisors;
 - g. Monitoring and reporting to the Board of Management on the information disclosure activities of the company;
 - h. Confidentiality of information in accordance with the law and the company's charter;
 - i. Assist the company in building shareholder relations and protecting the legitimate rights and interests of shareholders;
 - j. Assist the company in adhering to the obligations to provide information, disclose information and administrative procedures;
 - k. Other rights and obligations as prescribed by law and the company's charter.

CHAPTER VIII - CHIEF EXECUTIVE OFFICER OF THE COMPANY

Article 31: Organization of the management structure

The Company will establish a management system which is run by the Board of

Management. The Company shall have one Chief Executive Officer, Deputy Chief Executive Officers, appointed by the Board of Management. The Chief Executive Officer and Deputy Chief Executive Officers may also be members of the Board of Management. The appointment, dismissal, removal of the titles mentioned above must be approved by the Board of Management resolutions.

Article 32: Person incharge of company management

1. At the request of the Chief Executive Officer and with the approval of the Board of Management, the Company is allowed to recruit other executives with the number and standards that are consistent with the Company's management structure and regulations stipulated by the Board of Management. Person in charge of company management must be diligent in assisting the Company in achieving its goals in operations and organization.
2. The salary, remuneration, benefits and other terms in the labor contract for the Chief Executive Officer, Deputy Chief Executive Officer, Chief Accountant and Director, Deputy Director, Chief Accountant of subordinate units shall be decided by the Board of Management.

Article 33: Appointment and dismissal, duties and powers of the Chief Executive Officer

1. The Board of Management appoints a member of the Board of Management or another person to be the Chief Executive Officer and signs the contract specifying the salary, remuneration, benefits and other terms related to the recruitment. Information about salaries, allowances and benefits of the Chief Executive Officer must be reported at the annual General Meeting of Shareholders and stated in the annual report of the Company.
2. The term of office for the Chief Executive Officer is five (5) years, unless otherwise stipulated by the Board of Management, and this position may be reappointed. The appointment may expire in accordance with the provisions of the labor contract. The Chief Executive Officer must meet the criterias and conditions prescribed by law and the company's Charter, not in the case specified in Clause 2, Article 18 of the Law on Enterprises.
3. Rights and obligations.

The Chief Executive Officer has the following rights and obligations:

- a. To implement the resolutions of the Board of Management and General Meeting of Shareholders, business and investment plans of the Company approved by the Board of Management and the General Meeting of Shareholders;
- b. To decide all day-to-day issues of the Company beyond the authority of the General Meeting of Shareholders, the Board of Management, Chairman of the Board of Management, including signing financial and trade contracts, to organize and manage daily business operation of the Company with the best management practices;
- c. To recommend the number and levels of management officers that the Company needs to hire so that the Board of Management and the Chairman of the Board of Management may appoint or dismiss when necessary to implement good practices and good management structure suggested by the Board of Management and to advise the Board of Management and the Chairman of the Board of Management to decide salaries, remuneration, benefits and other terms of the labor contracts for management officers;

- d. To consult the Board of Management and the Chairman of the Board of Management to determine the number of employees, salary, allowances, benefits, appointment, dismissal and other terms related to their labor contracts;
 - e. Appoint, dismiss, sign the contract, decide the salary, terminate the contract for: Head, Deputy Head of Department of the Company; Directors, Deputy Directors, chief accountants of affiliated units; and other titles throughout the Company, except for the titles in clause 3.c Article 25 of this Charter. Decide to appoint or dismiss the Representative of the Company's capital in the joint ventures and associates.
 - f. On 31 October each year, the Chief Executive Officer must submit detailed business plans for the next fiscal year to the Board of Management for approval based on budget requirements as well as the five-year financial plan;
 - g. To execute the annual business plan approved by the General Meeting of Shareholders and the Board of Management;
 - h. To propose measures to improve the operation and management of the Company;
 - i. To prepare long-term, annual and monthly cost estimates for the Company (hereinafter referred to as the estimates) for long-term, annual and monthly management of the Company in accordance with the business plans. The annual estimate (including the balance sheet, business operation report and expected cash flow statement) for each fiscal year must be submitted to the Board of Management for approval and it must include the information specified in the regulations of the Company;
 - j. To carry out all other activities in accordance with this Charter and the Company's regulations, resolutions of the Board of Management, authorization of the Chairman, labor contracts of the Chief Executive Officer as well as the law.
4. The Chief Executive Officer shall answer to the Chairman of the Board of Management, the Board of Management and the General Meeting of Shareholders with regards to the performance of assigned tasks and powers and shall report to these bodies upon request.
5. The Board of Management may dismiss the Chief Executive Officer when three-thirds of the members of the Board of Management vote in favor (in this case the vote of the Chief Executive Officer is not counted if the Chief Executive Officer is a member of the Board of Management) and appoint a new Chief Executive Officer. The dismissed Chief Executive Officer has the right to protest the dismissal at the next General Meeting of Shareholders.

CHAPTER IX - DUTIES OF MEMBERS OF THE BOARD OF MANAGEMENT, CHIEF EXECUTIVE OFFICER AND MANAGEMENT OFFICERS

Article 34: Prudence responsibilities of members of the Board of Management, Chief Executive Officer and Management Officers

Members of the Board of Management, the Chief Executive Officer and the authorized management officers are responsible for the performance of their duties, including duties as members of sub-committees of the Board of Management when taking on the same position and being in the same situation in an honest, prudent and best manner to ensure the best lawful interests of the Company.

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Article 35: Honesty responsibilities and avoidance of conflicts of interest

1. Members of the Board of Management, Board of Supervisors, Chief Executive Officer and other executives must public the related interests in accordance with Article 159 of the Law on Enterprises and other provisions of law. .
2. Members of the Board of Management, members of the Board of Supervisors, Chief Executive Officer and management officers shall not carry out the public disclosure of related interests in accordance with Article 149 of the Enterprise Law and other provisions.
3. Members of the Board of Management, members of the Board of Supervisors, Chief Executive Officer and management officers are obliged to notify the Board of Management of any interests that may conflict with the interests of the Company that they may receive from economic entities, transactions or other individuals.
4. The Company is not permitted to provide loans, guarantees, or credits to members of the Board of Management, Chief Executive Officer, management officers and their families or the legal entities from which such persons have financial benefits, unless otherwise decided by the General Meeting of Shareholders.
5. Contracts or transactions between the Company with one or more members of the Board of Management, members of the Board of Supervisors, Chief Executive Officer, management officers, or their related persons or companies, partners, associations, or organizations where one or more members of the Board of Management, members of the Board of Supervisors, management officers or their related persons are members, or have related financial interests from, shall not be rendered invalid due to such relationships, or because such members of the Board of Management or management officers are present or participate in related meetings or being in the Board of Management or the sub-committee that has authorized to perform such contracts or transactions, or because their votes are also counted for voting for such purposes, if:
 - a. For contracts valued less than 20% of the total asset value reported in the most recent financial statements, important factors relating to the contract or the transaction as well as relations and benefits of the management officers or members of the Board of Management have been reported to the Board of Management or the related sub-committee. At the same time, the Board of Management or the sub-committee authorized the performance of such contracts or transactions in an honest manner by a majority of votes of the members of the Board of Management who have no related interests; or
 - b. For contracts valued more than 20% of the total value of assets reported in the most recent financial statements, important factors relating to the contracts or the transactions as well as the relations and the benefits of the management officers or members of the Board of Management have been disclosed to shareholders who have no related interests and have the right to vote on these issues, and those shareholders have voted in favor of such contracts or transactions;
 - c. Such contracts or transactions are considered fair and reasonable by an independent consultancy organization in all respects related to the Company's shareholders at the time such contracts or transactions are allowed to be implemented, are approved or are passed by the Board of Management or a sub-committee under the Board of

Management or shareholders.

Members of the Board of Management, members of the Board of Supervisors, Chief Executive Officer, management officers or their related persons are not allowed to buy or sell or otherwise trade in any other form the shares of the Company or its subsidiaries at the time they receive information that will surely affect the price of those shares while other shareholders have not been aware of such information.

Article 36: Responsibilities for damage and compensation

1. Responsibilities for damage. Members of the Board of Management, members of the Board of Supervisors, Chief Executive Officer, management officers in breach of their obligations due to intentionally failing to fulfill their obligations with prudence and diligence or due to professional limitations shall be responsible for damages caused by their violations.
2. Compensation. The Company will indemnify the persons who have been and are in danger of becoming a party to a lawsuit, suit or proceeding that has been, is, or may be conducted, whether it is a civil or administrative case (which is not a claim made by or under the commencement right of the Company) if such persons are members of the Board of Management, management officers, employees or representatives authorized by the Company (or its subsidiaries) or if such persons have done or are doing the work at the request of the Company (or its subsidiaries) as members of the Board of Management, management officers, employee or authorized representatives of a company, partnership, joint venture, trust or other legal entities. The costs of compensation include: costs incurred (including attorney's fees), judgement costs, fines, amounts payable in reality or reasonable amounts when solving these cases within the permitted legal framework, provided that such persons have acted with honesty, prudence, diligence and with professional competence in a way that they believe that this is for the best interests of the Company, on the basis of compliance with the law and without detection or confirmation that such persons have violated their responsibilities. The Company has the right to buy insurance for those people to avoid the above compensation responsibility.

CHAPTER X - BOARD OF SUPERVISORS

Article 37. The candidacy and nomination of member of the Board of Supervisors.

1. The candidacy and nomination of member of Board of Supervisors shall be conducted in the same manner as stipulated in Clause 2, Article 24 of this Charter.
2. In case the number of candidates of the Board of Supervisors through nomination and candidacy is insufficient, the current Board of Supervisors may nominate additional candidates or organize the nomination according to the mechanism prescribed in Company' Charter and Internal Regulations on Corporate Governance. The current mechanism of the Board of Supervisors nominating candidates for the Board of Supervisor must be clearly announced and must be approved by the General Meeting of Shareholders before conducting the nomination.

Article 38: Standards and members of the Board of Supervisors

1. The Board of Supervisors has 03 members, the term of Supervisor is no more than 05 years and the Supervisor can be re-elected with an unlimited number of terms.
2. Supervisors must meet the criterias and conditions prescribed in Clause 1, Article 164 of

the Law on Enterprises and do not fall into the following cases:

- a) Working in the accounting and finance department of the company;
 - b) Being a member or employee of an independent auditing company that audits the financial statements of the company in the previous three (03) years.
3. Supervisors elect one (01) of them to be Head of the Board on the majority principle. Head of the Board of Supervisors must be a professional auditor or accountant and must work full-time at the Company. Head of the Board has the following rights and responsibilities:
- a. Convene meetings of the Board of Supervisors;
 - b. To request the Board of Management, Director (General Director) and other executives to provide relevant information to report to the Board of Supervisors;
 - c. Prepare and sign the report of the Board of Supervisors after consulting the Board of Management to submit to the General Meeting of Shareholders.
4. In cases where the term of a supervisor expires but the new supervisor is not elected yet then the expired supervisor shall continue exercising his/her rights and obligations until the new supervisor is elected and takes on the duties
5. A shareholder or a group of shareholders holding at least 5% of voting shares for at least six (6) consecutive months may nominate candidates to the Board of Supervisors. A shareholder or a group of shareholders holding from 5% to less than 10% of the voting shares for at least six (6) consecutive months may nominate one (1) member; from 10% to less than 30% may nominate two (2) members; from 30% to less than 50% may nominate three (3) members; from 50% to less than 75% may nominate four (4) members; and from 75% or more may nominate all members.
6. Supervisors are dismissed in the following cases:
- a. No longer meets the criteria and conditions to act as a Supervisor in accordance with the Law on Enterprises;
 - b. Failing to perform their rights and obligations for six (06) consecutive months, except for force majeure circumstances;
 - c. Have submitted resignation letter;
 - d. Other cases as prescribed by law, this Charter.
7. Supervisors are removed from office in the following cases:
- a. Failed to complete the assigned tasks or jobs;
 - b. Serious or repeated violations of obligations of Supervisor prescribed by the Enterprise Law and the company's Charter;
 - c. Other cases as prescribed by law, this Charter.
8. Supervisors are paid salary or remuneration and are entitled to other benefits as decided by the General Meeting of Shareholders. The General Meeting of Shareholders decides the total salary, remuneration and annual operating budget of the Board of Supervisors;
9. Supervisors are entitled to the payment of expenses for meals, accommodation, travel, and costs of using independent consulting services at a reasonable level. The total

remuneration and expenses must not exceed the total annual operating budget of the Board of Supervisors approved by the General Meeting of Shareholders, unless otherwise decided by the General Meeting of Shareholders;

Article 39: Duties and powers of the Board of Supervisors

1. The Board of Supervisors shall have the powers and duties as stipulated in Article 165 of current Enterprise Law and this Charter as follows:
 - a. The Board of Supervisors oversees the Board of Management, the Board of Chief Executive Officers and executives of the Company with regards to their management and direction of the Company and its subsidiaries.
 - b. To set up an internal control system, participate in reviewing and giving suggestions to develop internal regulations and rules of the Company; review and evaluate the effectiveness and efficiency of internal control, internal audit, risk management and early warning systems of the Company.
 - c. To examine the rationality, legality, authenticity and level of prudence in the management and administration of business activities; systematization, consistency and compliance of the accounting, statistical and financial reporting systems.
 - d. To evaluate the completeness, legality and authenticity of the Business reports, the annual and bi-annual financial statements of the Company before submitting them to the Board of Management and the General Meeting of Shareholders. To review the adequacy, legality and authenticity of reports on management reviews by the Board of Chief Executive Officers and the Board of Management and submit the review report at the annual General Meeting of Shareholders
 - e. To review accounting books, accounting records and other documents of the Company, the management and operation of the Company when deemed necessary or according to resolutions of the General Meeting of Shareholders or at the request of a shareholder or a group of shareholders as stipulated in the current Enterprise Law and this Charter.
 - f. At the request of a shareholder or a group of shareholders as stipulated in the current Enterprise Law and the Charter, the Board of Supervisors has the powers and duties to conduct the inspection within 07 working days from the date receiving the request. Within 15 days after the end of the inspection, the Board of Supervisors shall report on the inspection results to the Board of Management with regards to the matters requested by the shareholder or the group of shareholders.
 - g. To recommend the Board of Management or the General Meeting of Shareholders measures to amend, supplement, improve the management and organizational structure; supervise and direct business activities of the Company when issues that need amending, supplementing or improving are found.
 - h. When a member of the Board of Management, the Board of Chief Executive Officers is found violating the Enterprise Law, and the Charter, the Board of Supervisors must immediately notify in writing to the Board of Management and request the violator to stop such violation and take measures to remedy the consequences.
 - i. The Board of Supervisors has the right to participate in discussions, and receive all information of the meetings of the General Meeting of Shareholders, the Board of Management and all other meetings of the Company.

- j. The Board of Supervisors has the right to use independent consultants and the internal audit department of the Company to perform the assigned tasks. All the incurred costs shall be recognized as operating expenses for the Company.
 - k. The Board of Supervisors has the right to propose the selection of an independent auditing company, the auditing fee and all matters related to the withdrawal or removal of the independent auditing company at the General Meeting of Shareholders;
 - l. The Board of Supervisors has the right to directly discuss with the independent auditor about the nature and scope of the audit before and during the audit;
 - m. To consider and take part in the settlement of issues and short-comings found from the mid-term or end-term audit results as well as all matters which the independent auditor wishes to discuss;
 - n. To review and evaluate management letters of the independent auditor and feedback from the management of the Company;
 - o. To review Management report, Business report from the Board of Chief Executive Officers before submission to the Board of Management for approval; and
 - p. To participate in investigating, reviewing and evaluating the results of internal investigation and feedback from the management of the Company.
 - q. The Board of Supervisors may consult with the Board of Management before submitting reports, conclusions and proposals to the General Meeting of Shareholders.
 - r. After consulting with the Board of Management, the Board of Supervisors may announce regulations on meetings of the Board of Supervisors and how the Board of Supervisors operates. The Board of Supervisors must have meeting at least two (02) times a year and the meeting shall be conducted when two-thirds (2/3) of the Supervisors or more attend the meeting.
 - s. Total remuneration for members of the Board of Supervisors will be decided by the General Meeting of Shareholders. Members of the Board of Supervisors shall be reimbursed for expenses such as travel, accommodation and other reasonable expenses when they attend meetings of the Board of Supervisors or any meeting related to business activities of the Company.
 - t. The inspection by the Board of Supervisors does not disrupt the normal operation of the Board of Management or the Board of Chief Executive Officers nor disrupt the business operations of the Company.
 - u. To exercise other rights and obligations in accordance with the Enterprise Law, the Charter of the Company and resolutions of the General Meeting of Shareholders.
2. The members of the Board of Management, the Chief Executive Officer and other managers shall fully, accurately and promptly provide information and documents relating to the management, administration and business operation of Company at the request of the members of Board of Supervisors or the Board of Supervisors. The person in charge of corporate governance shall ensure that all copies of resolutions, minutes of General Meeting of Shareholders and the Board of Management, financial information, other information and documents are provided for shareholders and members of the Board of Management shall be sent to the Supervisors at the same

time and in the same manner as to shareholders and members of the Board of Management.

CHAPTER XI - RIGHTS TO CHECK THE BOOKS AND DOCUMENTS OF THE COMPANY

Article 40: Right to check the books and documents

1. A shareholder or a group of shareholders as referred to in Clause 3, Article 24 of the Charter shall, directly or through their authorized lawyers or authorized representative, have the right to send written requests to inspect during working hours and at the main business premise of the Company the list of shareholders, minutes of the General Meeting of Shareholders and to make copies or extracts of such documents and records. A request for inspection by a lawyer or another authorized representative of a shareholder must be accompanied by the letter of authorization of the shareholder or a notarized copy of that letter of authorization.
2. Members of the Board of Management, members of the Board of Supervisors, Chief Executive Officer and management officers have the right to check the registry of shareholders of the Company, the list of shareholders and other books and records of the Company for purposes related to their position, provided that such information is kept confidential.
3. The Company shall keep this Charter and its amendments, additions, Business Registration Certificate, regulations, documents proving ownership of assets, minutes of the meetings of General Meeting of Shareholders and the Board of Management, reports of the Board of Supervisors, annual financial statements, accounting books and any other documents as prescribed by law at the head office or at another place provided that shareholders and the business registration agency are informed about the storage location of these documents.
4. Shareholders have the right to receive a copy of the Charter for free. The Charter must be published on the Company's website and in accordance with current law.

CHAPTER XII - ACTIVITIES OF PARTY, UNION ORGANIZATIONS AND EMPLOYEES IN THE COMPANY

Article 41: Activities of Party, Union organizations and employees in the Company.

1. The Communist Party of Vietnam in the Company operates under the constitution, laws, regulations, directives, and resolutions of the Communist Party of Vietnam.
2. Other socio-political organizations in the Company shall operate under the constitution, laws, and regulations for socio-political organizations in accordance with the law.
3. The Chief Executive Officer must prepare a management plan for the Board of Management to approve issues related to recruitment, labor contracts, dismissal, salary, social insurance, welfare, reward and discipline for management officers and employees as well as the relationships of the Company with the organizations and unions recognized in accordance with the standards, practices and policies stipulated in the Charter, the rules of Company and the applicable laws.

The Board of Management and the Chief Executive Officer of the Company shall create favorable conditions for socio-political organizations to operate in accordance with constitutions, laws, directives, resolutions, decisions, and Charters of these organizations.

CHAPTER XIII - DISTRIBUTION OF PROFITS

Article 42: Dividends

1. Dividends will be announced and paid from the retained earnings of the Company at the proposal of the Board of Management after being considered and decided by the General Meeting of Shareholders.
2. The Company does not pay interest on dividend payments or payments related to a type of shares.
3. The Board of Management may request the General Meeting of Shareholders to approve full or partial payment of dividends using specific assets (such as fully-paid shares or bonds issued by other companies) and the Board of Management is the executing body of this resolution.
4. In case dividends or other amounts related to a type of shares are paid in cash, the Company shall pay in Vietnamese dong (VND) and may pay by check or money order to the registered address of the beneficial shareholder. In case of any arising risks (from the registered address of the shareholder), the shareholder must bear such risks. In addition, dividend payments or other cash payments related to a type of shares may be paid by bank transfer when the Company has detailed information about the shareholders' bank to enable the Company to make direct transfers to the shareholders' bank accounts. In case the Company has transferred money to bank accounts in accordance with the details of the bank provided by the shareholders, but the shareholders do not receive the money, the Company is not responsible for the money transferred to the beneficiaries. Payment of dividends for stocks listed / registered for trading at the Stock Exchange can be made through Securities Company or Vietnamese Security Depository Center.
5. If approved by the General Meeting of Shareholders, the Board of Management may decide and announce that holders of ordinary shares are entitled to receive dividends by ordinary shares instead of cash dividends. These additional shares used for payment of dividends are recorded as fully-paid shares on the basis that the value of the dividend shares payment must be equivalent to the cash dividend payment.
6. Pursuant to the Enterprise Law, Securities law the Board of Management may adopt a resolution specifying a specific date as the closing date of the Company's business. Based on that date, those who register as shareholders or owners of other securities will receive dividends, interest, profits, shares, notices or other documents. The closing date may be on the same day or at a time prior to such benefits being made. This does not affect the interests of the two parties in the transfer of shares or related securities.

Article 43: Other issues related to profit distribution

Other issues related to profit distribution shall be handle in accordance with the law.

CHAPTER XIV - BANK ACCOUNTS, RESERVE FUND, FISCAL YEAR AND ACCOUNTING SYSTEM

Article 44: Bank accounts

1. The Company will open accounts at Vietnamese banks or foreign banks licensed to operate in Vietnam.
2. Subject to prior approval of competent authorities, the Company may, if necessary, open



a bank account abroad in accordance with the law.

3. The Company will conduct all payments and accounting transactions by Vietnamese dong account or foreign currency account at banks where the Company opens accounts.

Article 45: Reserve fund for charter capital

Annually, the Company will deduct a certain amount from its after-tax profit to add to the reserve fund for charter capital in accordance with the law. The deduction shall not exceed 5% of the Company's after-tax profit and deduction is continue to be made until the fund is equal to 10% of the Company's charter capital.

Article 46: Fiscal year

The fiscal year of the Company commences on the first of January (1) every year and ends on the 31st of December of the same year. The first fiscal year of the Company began on January 1, 2008.

Article 47: Accounting system

1. The accounting system used by the Company is the Vietnamese Accounting System (VAS) approved by the Ministry of Finance.
2. The Company's accounting practices are subject to current Vietnamese accounting regulations.
3. The Company makes accounting books in Vietnamese and maintains accounting books according to the business lines of the Company. These accounting books must be systematically updated to ensure accuracy to back and explain the transactions of the Company.
4. The Company uses Vietnamese dong as the currency for accounting.

CHAPTER XV - DEPENDENT ACCOUNTING UNITS, SUBSIDIARIES AND AFFILIATES

Article 48. Dependent accounting units, Subsidiaries, and Affiliates

The Company has its dependent accounting units, subsidiaries, and affiliates at the time the Charter is approved with the list enclosed.

Article 49. The relationship between the Company and the dependent accounting units

1. The dependent accounting units of the Company are organized and operate according to the decentralization of business and accounting activities in accordance with the law.
2. The Company directly and fully manages the business of the dependent accounting units.
3. The Company exercises other rights and obligations in accordance with the law.

Article 50: Relationship between the Company and its subsidiaries where subsidiaries are one member limited liability company.

1. One-member limited liability company are organized and operate under the Enterprise Law and the provisions of the Charter.
2. The Board of Management of the Company shall exercise the rights and obligations of the owner of one-member limited liability company under the Enterprise Law.
3. The Board of Management of the Company shall exercise the following rights and

obligations:

- a. To decide development strategies; approve the Charter when it is established; make decisions on amending and supplementing the Charter of one-member limited liability company at the proposal of the Chairman of the Board of Members;
- b. To adjust the charter capital of the one-member limited liability company at the proposal of the Chairman of the Board of Members;
- c. To transfer in part or in full the charter capital of the one-member limited liability company to another organization or individual. The transfer of charter capital shall comply with the provisions of the Charter of the Company;
- d. To make decisions on investment projects, purchase, sale, borrowing, lending, renting, leasing, mortgage, pledge of assets and other contracts valued more than 30% of the total asset value reported in the most recent financial statements of the subsidiary; authorize the Board of Members to decide on investment projects, purchase, sale, borrowing, lending, renting, leasing, mortgage and pledge of assets and other contracts valued less than 30% of the total asset value reported in the most recent financial statements of the one-member limited liability company;
- e. To decide the management and organizational structure of the one-member limited liability company; to appoint, remove from office, dismiss, and decide the salary levels, bonuses and other benefits of the Board of Members, Directors, Vice Directors, Chief Accountants of the one-member limited liability company;
- f. To supervise, inspect, and evaluate business activities of the one-member limited liability company;
- g. To approve the annual financial statements and decide on the use of profits or the handling of losses of the one-member limited liability company according to the documents submitted to the Board of Members;
- h. To decide the form and measures to re-organize the one-member limited liability company according to the Company's Charter;
- i. To make full and prompt capital investment as committed;
- j. To comply with the Charter of the one-member limited liability company;
- k. To comply with the law with regards to contracts on purchase, sale, borrowing, lending, renting, leasing between the one-member limited liability company and the Company;
- l. To perform other rights and obligations under the law.

Article 51: Relationship between the Company and its Subsidiaries where the Company has controlling capital.

1. Subsidiaries are established and operate under the Enterprise Law, the relevant laws and the Charter of such companies.
2. The Company exercises the rights, obligations, and responsibilities as a shareholder and a capital contributor in its subsidiaries in accordance with the law and the Charter of the subsidiary.
3. The Company directly manages the contributed capital through its representative at the

Subsidiary.

4. The Company has the following rights and obligations:
 - a. To decide the appointment, removal from office, dismissal, and interests of the representative managing the contributed capital.
 - b. To request the representative managing the contributed capital to submit periodical reports on the financial status, business results and other details of the subsidiary.
 - c. To assign tasks and require the representative managing the contributed capital to ask for opinions on important matters before voting at the subsidiary.
 - d. To take profits and risks from its contributed capital at subsidiaries.
 - e. To supervise and inspect the use of shares, contributed capital at subsidiaries.
 - f. To be responsible for the efficient use, preservation and development of capital at subsidiaries.
 - g. At the request of the legal representative of the Company, the legal representative of the subsidiary must provide the necessary information to prepare consolidated financial statements and consolidated reports of the group.

Article 52. Relationship between the Company and its Affiliates where the Company has non-controlling capital.

1. Affiliates are established, organized and operated in accordance with the Enterprise Law, the relevant laws and their Charters.
2. The Company appoints a representative to manage the shares and contributed capital to exercise the rights and obligations as a shareholder and a capital contributor in accordance with the law and the Charter of the affiliates.

Article 53: Criteria, conditions, rights and obligations of the representative managing the share and contributed capital of the Company at subsidiaries and affiliates

1. The representative managing the Company's contributed capital at Subsidiaries and Affiliates must meet the following criteria and conditions:
 - a. Being an employee of the Company appointed to represent the contributed capital at the subsidiaries and affiliates;
 - b. Not being spouses, parents, children or siblings of the members of the Board of Management, Board of Members, Directors, Chief Accountants of subsidiaries and affiliates; Having no relationship (as an individual) of contributing capital to establish enterprises, lend the capital, sign purchase and sale contracts with subsidiaries and affiliates.
2. The representative managing the Company's contributed capital at the Subsidiaries and Affiliates shall have the following rights and obligations:
 - a. To be nominated or run for election to the Board of Management, the Board of Members or the Board of Supervisors; director, deputy director of the enterprise.
 - b. To supervise and inspect the situation and results of business activities at subsidiaries and affiliates; make periodical reports or at the request of the Board of Management or the Chief Executive Officer of the Company;

- c. To seek opinions of the Board of Management and the Chief Executive Officer of the Company prior to voting at the meetings of General Meeting of Shareholders, at the meetings of the Board of Management or the Board of Members of the subsidiaries or affiliates on: directions, strategies, business plans; investment plans, investment projects; amendments and supplements to the Charter; increase or decrease in the charter capital; dividends; selling assets with a value higher than that stipulated in the Charter of the subsidiaries and affiliates. In cases where many persons, who are directly assigned to manage the contributed capital, join the Board of Management and the Board of Directors of the subsidiaries and affiliates, they must discuss together and reach a consensus when making speeches and voting. If no agreement is reached, it must be reported to the Board of Management and the Chief Executive Officer of the Company for direction;
- d. To answer to the Board of Management with regards to the management of the contributed capital and the efficiency of the use of the Company's contributed capital at subsidiaries and affiliates under his/her management. In case of failure to comply with the prescribed reporting regime, irresponsibility and abuse of power that cause damage to the Company and its subsidiaries and affiliates, the representative shall pay compensation for damages and be subject to penalties in accordance with the law and the financial management regulations of the Company;
- e. The representative managing the Company's contributed capital shall enjoy the salary, bonus or remuneration, responsibility allowances and other benefits as agreed between the Board of Management and the Board of Members, the Board of Management of the subsidiaries and affiliates based on the business results of their units.

CHAPTER XVI - ANNUAL REPORTS, RESPONSIBILITY FOR INFORMATION DISCLOSURE, ANNOUNCEMENT TO THE PUBLIC

Article 54: Annual, bi-annual and quarterly reports

- 1. The company must prepare an annual financial report in accordance with the provisions of the Law as well as those of the State Securities Commission and such report must be audited in accordance with Article 56 of this Charter. Within ... days from the date of ending each fiscal year, must submit the annual financial statements approved by the General Meeting of Shareholders to the competent taxation authorities, the State Securities Commission, Stock exchange and Business registration authority.
- 2. The annual financial statements must include reports on the business results and production activities which reflect honestly and objectively the profit and loss situation of the Company in the fiscal year, and a Balance Sheet which reflect honestly and objectively activities of the Company up to date of preparing such report, cash flow statement and explanatory notes to the financial statement. If the company is a parent company, the annual financial statement must also contain the separate financial report of the Company and a consolidated financial statement on the operation of the Company and its subsidiaries at the end of each fiscal year.
- 3. The company must formulate and publish semi-annual and quarterly financial statements in accordance with the regulations of the State Securities Commission and Stock Exchanges and submit them to the relevant taxation authority and business registration authority in accordance with the provisions of the Enterprise Law.
- 4. Audited annual financial statements (including auditors' opinions), semi-annual and



quarterly financial statements of the Company must be posted on the Company's website.

5. Interested organizations and individuals are entitled to examine or copy the audited annual financial statements, semi-annual and quarterly financial statements during working hours at the Company's head office and shall be required to pay a reasonable amount of copying fees.

Article 55: Annual report

The Company must prepare and publish the Annual Report in accordance with the law on securities and securities market.

CHAPTER XVII - COMPANY AUDITING

Article 56: Auditing

1. At the annual meeting, General Meeting of Shareholders will appoint an independent auditing company, who is operating legally in Vietnam and approved by the State Securities Commission to audit listed companies, for auditing financial statements of the Company for the next year based on the terms and conditions agreed with the Board of Management. For the first fiscal year, the Board of Management will designate an auditing company to audit the Company after being granted the Business Registration Certificate.
2. The Company shall prepare and submit annual financial statements to the independent auditing company after the end of the fiscal year.
3. The independent auditing company shall review, certify and report on the annual financial statements showing the Company's revenues and expenditures, prepare the audit report and submit it to the Board of Management within two months since the last day of the fiscal year. The staff of the independent auditing company who audits the Company must be approved by the State Securities Commission.
4. A copy of the audit report must be attached to each annual accounting report of the Company.
5. Auditors who audit the Company will be allowed to attend all meetings of the General Meeting of Shareholders and are entitled to receive notices and other information related to the General Meeting of Shareholders that the shareholders are entitled to receive and to speak at the meetings of General Meeting of Shareholders on issues related to auditing.

CHAPTER XVIII - SEAL

Article 57: Seal

1. The Board of Management will approve the official seal of the Company and the seal is engraved in accordance with the law.
2. The Company's seal is kept at the head office of the Company. In case the seal is brought outside the head office of the Company, the approval of the Chairman of the Board of Management must be obtained.
3. The seal shall be used in cases prescribed by law or as agreed by the parties entering into transaction.
4. The Board of Management and the Chief Executive Officer shall use and manage the seal according to the current law and under the authority under this Charter.

CHAPTER XIX - TERMINATION OF OPERATION AND LIQUIDATION

Article 58: Termination of operation

1. The Company may be dissolved or terminated in the following circumstances:
 - a. The court declares that the Company is bankrupt in accordance with current laws;
 - b. Dissolution by decision of the General Meeting of Shareholders.
 - c. The Company's business registration certificate is revoked;
 - d. Other cases prescribed by law.
2. The dissolution of the Company shall be decided by the General Meeting of Shareholders and implemented by the Board of Management. This dissolution decision must be notified to or approved by competent authorities (if required) as per regulations.

Article 59: Deadlock between the members of the Board of Management and shareholders

Unless otherwise stipulated in this Charter, shareholders holding half of the circulating shares with the right to vote in the election of members of the Board of Management shall have the right to file a complaint to the court requesting solution under one or more of the following bases:

1. Members of the Board of Management do not agree on the management of the Company's affairs resulting in the failure to achieve the required number of votes in order for the Board of Management to operate.
2. Shareholders cannot reach an agreement; thus, they fail to obtain the required number of votes to elect members of the Board of Management.
3. There is internal disagreement and two or more factions of shareholders are divided making dissolution the most beneficial options for all shareholders.

Article 60: Liquidation

1. At least six months before the end of the Company's term of operation or after a decision on the dissolution of the Company is issued, the Board of Management must set up a Liquidation Board of three (3) members. Two members are appointed by the General Meeting of Shareholders and one member is appointed by the Board of Management from an independent auditing company. The Liquidation Board will prepare its operating regulations. Members of the Liquidation Board may be selected from Company employees or independent experts. All expenses related to liquidation will be paid by the Company before other debts of the Company.
2. The Liquidation Board shall report to the business registration agency on the establishment date and the commencement date of its operation. From that time on, the Liquidation Board shall represent the Company in all matters related to liquidation of the Company before the Court and the administrative agencies.
3. The proceeds from the liquidation will be paid in the following order:
 - a. Liquidation costs;
 - b. Salaries and insurance costs for employees;
 - c. Taxes and tax payables by the Company to the State;

- d. Loans (if any);
- e. Other debts of the Company;
- f. The remaining balance after paying all the debts from (a) to (e) above shall be distributed to the shareholders. Preferred shares will be paid first.

CHAPTER XX - INTERNAL DISPUTE RESOLUTION

Article 61: Internal Dispute Resolution

- 1. In case of disputes or complaints related to the Company's activities, the rights and obligations of shareholders arising from this Charter, the Enterprise Law or other laws or administrative regulations, between:

- a. Shareholders and the Company; or
- b. Shareholders and the Board of Management, Board of Supervisors, Chief Executive Officer or senior management officers

Stakeholders will try to resolve the disputes through negotiation and conciliation. Except for disputes related to the Board of Management or the Chairman of the Board of Management, the Chairman of the Board of Management shall preside over the settlement of disputes and shall request each party to present their cases relating to the disputes within thirty working days from the date of the disputes. In case of disputes relating to the Board of Management or the Chairman of the Board of Management, either parties may request the Board of Supervisors to appoint an independent expert to act as an arbitrator for the dispute resolution process.

- 2. If settlement decision cannot be achieved within six weeks from the commencement of the mediation process, or if the decision of the mediator is not accepted by the parties, either parties may forward such dispute to the Commercial Arbitration Center or the competent People's Court in Vietnam.
- 3. The parties will bear their own costs arising from the negotiation and conciliation procedures. The costs of the court will be paid by the losing party as decided by the court.

CHAPTER XXI - SUPPLEMENTATION AND AMENDMENT TO THE CHARTER

Article 62: Supplementation and Amendment to the Charter

- 1. The amendment and supplementation of the Charter must be reviewed and decided by the General Meeting of Shareholders.
- 2. In cases where there are legal provisions related to the Company's activities not mentioned in this Charter or in case there are new legal provisions other than the provisions in this Charter, then the provisions of the law are automatically applied and govern the activities of the Company.

CHAPTER XXII - EFFECTIVE DATE

Article 63: Effective date

- 1. This Charter consists of 22 chapters, 63 articles approved by the General Meeting of Shareholders of Huong Giang Tourist Joint Stock Company dated **December 17th, 2020**. The General Meeting of Shareholders of Huong Giang Tourist Joint Stock Company jointly approves the full text of this Charter.



2. The Charter is made into six (06) originals with the same validity, in which:
 - a. 01 original sent to the Business Registration Office of Thua Thien Hue Province Department of Planning and Investment;
 - b. 05 originals kept at the Company's office.
3. This Charter is unique and is the official document of the Company.
4. The copies or extracts of the Charter must be signed by the Chairman of the Board of Management or the Chief Executive Officer of the Company for validity.

ON BEHALF OF THE GENERAL MEETING OF SHAREHOLDERS

CHAIRMAN OF THE BOARD OF MANAGEMENT



[Signature]
Yukio Takahashi