

*Buon Ma Thuot, January 13, 2025*

**REPORT ON CORPORATE GOVERNANCE SITUATION  
IN 2024**

To: - State Securities Commission of Vietnam;  
- Hanoi Stock Exchange

**Company Name :** DAKLAK WATER SUPPLY JOINT STOCK COMPANY

**Head Office Address:** No. 339 Ton Duc Thang Street, Tan An Ward, Buon Ma Thuot City, Dak Lak Province.

**Phone:** 02623852619

**Email:** phongtochucdakwaco@gmail.com

**Registered Capital:** VND 315,200,000,000 VND (*Three hundred fifteen billion two hundred million Vietnamese dongs*)

**Stock Code:** DWC

**Corporate Governance Model:** General Meeting of Shareholders, Board of Directors, Supervisory Board, and General Director.

**Implementation of Internal Audit Function:** Implemented

**I. Hoạt động của Đại hội đồng cổ đông**

Information on meetings and Resolutions/Decisions of the General Meeting of Shareholders (including resolutions passed by written consultation):

No.	Resolution/Decision Number	Date	Content
1	01/2024/NQ-DHDCD	April 24, 2024	Resolution of the 2024 Annual General Meeting of Dak Lak Water Supply Joint Stock Company.

**II. Board of Directors**

**1. Information on Members of the Board of Directors (BOD)**

No.	BOD Member	Position	Start/End Date as BOD Member	
			Date of Appointment	Date of Dismissal
1	Mr. Do Hoang Phuc	BOD Chairperson	June 24, 2019	
2	Mr. Do Hoang Phuong	BOD Vice Chairperson	February 18, 2022	

3	Mr. Pham Thi Linh	BOD Member	February 18, 2022	
4	Mr. Nguyen Khac Dan	BOD Member – General Director	June 24, 2019	
5	Mr. Nguyen Cong Dinh	BOD Member – Deputy General Director	June 24, 2019	

## 2. Meetings of the Board of Directors:

No.	BOD Member	Number of Meetings Attended	Attendance Rate	Reason for Absence
1	Mr. Do Hoang Phuc	15/15	100%	
4	Mr. Do Hoang Phuong	15/15	100%	
5	Ms. Pham Thi Linh	15/15	100%	
6	Mr. Nguyen Khac Dan	15/15	100%	
5	Mr. Nguyen Cong Dinh	15/15	100%	

## 3. Supervisory Activities of the Board of Directors Over the Board of Management:

The Board of Directors regularly supervised the management and operational activities of the Board of Management to ensure timely progress in business operations.

## 4. Activities of Sub-committees under the Board of Directors: None

## 5. Resolutions/Decisions of the Board of Directors:

No.	Resolution/Decision Number	Date	Content
1	01/2024/NQ-HDQT	January 8, 2024	Resolution on approving the 2024 business performance report and assigning targets to branches.
2	02/2024/NQ-HDQT	January 12, 2024	Resolution on approving bonuses for departments, branches, and Lunar New Year bonuses.
3	03/2024/NQ- HDQT	February 1, 2024	Resolution on approving the contract for the purchase and sale of sweet corn products.
4	04/2024/NQ-HDQT	February 26, 2024	Resolution on approving the plan to organize the 2024 Annual General Meeting of Shareholders
5	05/2024/NQ-HDQT	February 26, 2024	Resolution on approving the assignment of BOD members to a business trip in the United States.
6	06/2024/NQ- HDQT	March 9, 2024	Resolution on approving the plan to elect Board of Directors and Supervisory Board members for the 2024–2028 term.
7	07/2024/NQ-HDQT	March 12, 2024	Resolution on approving the personnel plan at the Company.
8	08/2024/NQ- HDQT	March 25, 2024	Resolution on approving the documents for the 2024 Annual General Meeting of Shareholders.
9	09/2024/NQ-HDQT	April 24, 2024	Resolution on electing the Chairperson of the Board of Directors.

10	10/2024/NQ-HDQT	April 24, 2024	Resolution on electing the Vice Chairperson of the Board of Directors.
11	11/2024/NQ-HDQT	April 24, 2024	Resolution on appointing positions in the Company's Board of Management.
12	12/2024/NQ-HDQT	April 24, 2024	Resolution on appointing the Secretary of the BOD.
13	13/2024/NQ-HDQT	July 20, 2024	Resolution on approving the business performance of the first half of 2024 and the Q3/2024 business plan.
14	14/2024/NQ-HDQT	July 20, 2024	Resolution on approving bonuses for departments and branches for the first half of 2024.
15	15/2024/NQ-HDQT	September 5, 2024	Resolution on approving the policy to purchase land and houses and to construct a business office in the Ho Chi Minh City.
16	16/2024/NQ-HDQT	November 15, 2024	Resolution on approving Q3/2024 business performance and Q4/2024 business plans.
17	17/2024/NQ-HDQT	November 23, 2024	Resolution on approving inspections of project packages under the Water Supply Project for Buon Ma Thuot City and three towns, invested by DakLak Water Supply Joint Stock Company.
18	18/2024/NQ-HDQT	December 12, 2024	Resolution on approving personnel plans for DakLak Water Supply Joint Stock Company.

### III. Supervisory Board

#### 1. Information on Members of the Supervisory Board (SB)

No.	SB Member	Position	Start/End Date as SB Member	Professional Qualification
1	Ms. Le Dang Uyen Dan	Head of Supervisory Board	Start Date: February 18, 2022	Bachelor of Laws
2	Ms. Ha Thi Thu Huyen	Supervisor	Start Date: February 18, 2022	Bachelor of Business Administration
3	Ms. Le Thi Mai Ngoc	Supervisor	End Date: April 24, 2024	Bachelor of Economics
4	Mr. Le Ban Khanh	Supervisor	Start Date: April 24, 2024	Engineer in Water Supply and Sewerage, Bachelor of Business Administration, Bachelor of Law

#### 2. Meetings of the Supervisory Board

No.	SB Member	Number of Meetings Attended	Attendance Rate	Voting Rate	Reason for Absence
1	Ms. Le Dang Uyen Dan	2/2	100%	100%	
2	Ms. Ha Thi Thu Huyen	2/2	100%	100%	

3	Ms. Le Thi Mai Ngoc	0/2	0%	0%	End of term from April 24, 2024
4	Mr. Le Ban Khanh	2/2	100%	100%	

### **3. Supervisory Activities of the Supervisory Board Over the Board of Directors, the Board of Management, and Shareholders**

- Supervised the activities of the Board of Directors and the Board of Management in implementing the Resolutions of the General Meeting of Shareholders.
- Reviewed business reports and quarterly and annual financial statements.
- Supervised investment activities.
- Represented shareholders to inspect and supervise compliance with the Company's Articles of Association, governance, and operational issues by the Board of Directors and the Board of Management during the Company's production and business activities.
- Inspected compliance with financial regulations, capital and asset management, and other legal requirements applicable to the Company.
- Monitored adherence to the regulations and policies set forth by the Board of Directors and the General Director.
- Reviewed the execution of facility contracts for loans and the use of borrowed funds.
- Assessed and evaluated the efficient use of resources in the Company (human resources, materials, goods, assets, capital, and business advantages).
- Inspected the use of equity capital and assets in the Company, including basic construction investment, equipment procurement, asset liquidation, income distribution, fund allocation and usage, capital mobilization, asset pledges, external investments, and the results of capital preservation and development.

### **4. Coordination Between the Supervisory Board and Activities of the Board of Directors, the Board of Management, and Other Managers**

- The Supervisory Board closely coordinated with the Board of Directors and the Board of Management in monitoring the implementation of the Resolutions of the General Meeting of Shareholders ("GMS") and the Board of Directors.
- The Supervisory Board received all information and resolutions from the Board of Directors, as well as the Company's annual business performance reports and financial statements.
- Supervisory Board members attended the Board of Directors' meetings, enabling them to closely follow the Company's activities and the implementation of the GMS resolutions.
- The Supervisory Board maintained independence in its supervisory activities. Throughout the year, the Supervisory Board did not receive any proposals from shareholders regarding the direction and management of the Board of Directors, the Supervisory Board, the Board of Management, or other Company managers.

### **5. Other Activities of the Supervisory Board:**

The Supervisory Board conducted inspections upon the request of shareholders or shareholder groups.

#### IV. Executive Board

No.	Executive Board Member	Date of Birth	Professional Qualification	Date of Appointment/ Dismissal
1	Mr. Nguyen Khac Dan – General Director	August 10, 1964	Bachelor of Water Supply and Sewerage	June 24, 2019
2	Mr. Nguyen Cong Dinh – Deputy General Director	March 21, 1971	Bachelor of Laws	July 26, 2019
3	Mr. Nguyen Hung – Deputy General Director	February 16, 1978	Bachelor of Business Administration	June 24, 2019
4	Ms. Hoang Thi Thu Ha – Deputy General Director	August 23, 1987	Master's Degree in Economics	January 6, 2022

#### V. Chief Accountant

Full Name	Date of Birth	Professional Qualification	Date of Appointment/ Dismissal
Nguyen Thi Thuy Hang	October 2, 1990	Bachelor of Economics	Date of Appointment: June 19, 2023

#### VI. Corporate Governance Training:

In 2024, the Company did not participate in any corporate governance training courses.

#### VII. List of Related Persons of the Public Company and Transactions between Related Persons and the Company

##### 1. List of Related Persons of the Company

<b>No .</b>	<b>Name of Organization/Individual</b>	<b>Securities Trading Account( if any)</b>	<b>Position at the Company (if any)</b>	<b>Owner's Certificate Number, Date of Issue , Place of Issue</b>	<b>Head Office/Contact Address</b>	<b>Effective Date as a Related Person</b>	<b>Date of Ceasing to be a Related Person</b>	<b>Reason</b>	<b>Relationship with the Company</b>
1	Mr. Do Hoang Phuc		BOD Chairperson			June 24, 2019			Insider
4	Mr. Do Hoang Phuong		BOD Vice Chairperson			February 18, 2022			Insider
5	Ms. Pham Thi Linh		BOD Member			February 18, 2022			Insider
6	Mr. Nguyen Khac Dan		BOD Member – General Director			June 24, 2019			Insider
7	Mr. Nguyen Cong Dinh		BOD Member – Deputy General Director			June 24, 2019			Insider
8	Mr. Nguyen Hung		Deputy General Director			June 24, 2019			Insider
9	Ms. Hoang Thi Thu Ha		Deputy General Director			June 24, 2019			Insider
10	Nguyen Thi Thuy Hang		Disclosure officer, Chief Accountant			June 19, 2023			Insider
11	Ms. Le Dang Uyen Dan		Head of Supervisory Board, Secretary of the Board of Directors, Corporate governance officer			February 18, 2022			Insider
12	Mr. Le Ban Khanh		Member of the Supervisory Board/ Head of the Planning and Materials Department			April 24, 2024			Insider
13	Ms. Ha Thi Thu Huyen		Member of the Supervisory Board, Deputy Head of the Administration Department			February 18, 2022			Insider
14	People's Committee of Dak					June 24, 2019			Organization owning more than 10% of

No .	Name of Organization/Individual	Securities Trading Account( if any)	Position at the Company (if any)	Owner's Certificate Number, Date of Issue , Place of Issue	Head Office/Contact Address	Effective Date as a Related Person	Date of Ceasing to be a Related Person	Reason	Relationship with the Company
	Lak Province								voting shares
15	Ms. Le Thi Mai Ngoc		Member of the Supervisory Board/Deputy Head of Customer Service Department			June 24, 2019	April 24, 2024	End of term	Insider

**2. Transactions between the Company and Related Persons or with Major Shareholders, Insiders, and Related Persons of Insiders:** None

**3. Transactions between Insiders, Related Persons of Insiders, and Subsidiaries or Controlled Companies:**None

**4. Transactions Between the Company and Other Parties**

*4.1. Transactions between the Company and companies where Members of the Board of Directors (BOD), Supervisory Board (SB), Managing Director (General Director), or Other Managers have been Founders or Members of the BOD, Managing Director (General Director) in the past three (03) years (as of the reporting date):*

No.	Name of Organization/Individual	Relationship with the Company	Owner's Certificate Number, Date of Issue , Place of Issue	Head Office/Contact Address	Passed BOD Resolution Number	Content, Quantity, Total Transaction Value	Note
1	Nam Phuong Investment and Trading Company Limited	The company with a BOD member acting as Director	2700281328 (Date of issue: April 1, 2003, Place of issue: Department of Planning and Investment of Ninh Binh province)	Km No. 7, Mai Son Industrial Cluster, Yen Mo, Ninh Binh	18a/2022/NQ-HDQT	Contract for leasing a vehicle (license plate: 35C-05799) for production and business purposes	
2	Global Food Import Export Business Joint Stock Company	The company with a BOD member acting as Director		Kim 3 Hamlet, Phuong Son Commune, Luc Ngan District, Bac Giang Province	03/2024/NQ-HDQT	Contract for purchasing sweet corn products as gifts for employees during the Lunar New Year 2024	

3	Thang Loi Coffee Joint Stock Company	The company with a BOD member owning more than 10% of registered capital		Km 17, National Highway 26, Hoa Dong Commune, Krong Pak District, Dak Lak Province	01/2024/NQ-DHDCD	Purchase of coffee as gifts for guests attending the inauguration ceremony of the bottled water factory	
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4.2. *Transactions between the Company and companies where Related Persons of BOD Members, SB Members, Managing Director (General Director) are Members of the BOD or Managing Director (General Director):* **None**

4.3. **Other Transactions of the Company (if any) that could provide material or non-material benefits to BOD Members, SB Members, Managing Director (General Director):** *None*

#### **VIII. Share Transactions of Insiders and Related Persons of Insiders**

##### **1. List of Insiders and Related Persons of Insiders**



No.	Full Name	Securities Trading Account( if any)	Position at the Company (if any)	ID Card/Passport number, Date of Issue and Place of Issue	Contact Address	Number of Shares Owned at the End of the Period	Share Ownership Ratio at the End of the Period	Note
<b>I</b>	<b>Do Hoang Phuc</b>		<b>BOD Chairperson</b>			<b>5,000,000</b>	<b>15.86%</b>	
1	Pham Thi Linh		BOD Member			7,818,100	24.80%	Wife
2	Do Hoang Phuong		BOD Vice Chairperson			5,835,200	18.51%	Son
3	Tran Thi Hai Ly		Not available			0	0%	Daughter-in-law
4	Do Linh Nham		Not available			0	0%	Daughter
5	Dinh Thanh Tung		Not available			0	0%	Son-in-law
6	Do Van Hanh		Not available			0	0%	Older brother
7	Le Thi Thuy Dung		Not available			0	0%	Sister-in-law
8	Do Duy Tu		Not available			0	0%	Younger brother
9	Duong Thi Phuong		Not available			0	0%	Sister-in-law
10	Do Van Tu		Not available			0	0%	Younger brother
11	Nguyen Thi Doan		Not available			0	0%	Sister-in-law
12	Do Van Nam		Not available			0	0%	Younger brother
13	Tran Thi Cay		Not available			0	0%	Sister-in-law
14	Global Food Import Export Business Joint Stock Company					0	0%	Mr. Do Hoang Phuc as Chairperson of the Board of Directors
15	Nam Phuong IMEX Import and Export Joint Stock Company					0	0%	Mr. Do Hoang Phuc as Director
16	Quang Ninh Construction and Cement Joint - Stock Company					0	0%	Mr. Do Hoang Phuc as Chairperson of the Board of



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								Director
13	Nam Phuong Investment and Trading Company Limited							Mr. Do Hoang Phuong as Deputy Director
14	Global Food Import Export Business Joint Stock Company							Mr. Do Hoang Phuong as Director
<b>III</b>	<b>Pham Thi Linh</b>		<b>BOD Member</b>			<b>7,818,100</b>	<b>24.80%</b>	
1	Do Hoang Phuc		BOD Chairperson			5,000,000	15.86%	Husband
2	Do Hoang Phuong		BOD Vice Chairperson			5,835,200	18.51%	Son
3	Do Linh Nham		Not available			0	0%	Daughter
4	Dinh Thanh Tung		Not available			0	0%	Son-in-law
5	Mai Thi Luot		Not available			0	0%	Biological Mother
6	Nguyen Thi Luu		Not available			0	0%	Sister-in-law
7	Pham Thi Lua		Not available			0	0%	Older sister
8	Pham Minh Cuong		Not available			0	0%	Brother-in-law
9	Pham Thi Linh		Not available			0	0%	Older sister
10	Dang Ngoc Duc		Not available			0	0%	Brother-in-law
11	Nam Phuong Investment and Trading Company Limited							Ms. Pham Thi Linh as Director
12	Thang Loi Coffee Joint Stock Company							Ms. Pham Thi Linh as BOD Member
<b>IV</b>	<b>Nguyen Khac Dan</b>		<b>BOD Member – General Director</b>			<b>7</b>	<b>0.02%</b>	

No.	Full Name	Securities Trading Account( if any)	Position at the Company (if any)	ID Card/Passport number, Date of Issue and Place of Issue	Contact Address	Number of Shares Owned at the End of the Period	Share Ownership Ratio at the End of the Period	Note
1	Vo Thi Ngoc Mai		Not available			0	0%	Wife
2	Nguyen Khac Tin		Not available			0	0%	Son
3	Nguyen Vo Thuy Tram		Employee			0	0%	Daughter
4	Pham Thi Sach		Not available			0	0%	Adoptive Mother
5	Nguyen Khac Thuong		Not available			0	0%	Older brother
6	Nguyen Khac Nam		Not available			0	0%	Older brother
7	Nguyen Khac Muoi		Not available			0	0%	Younger sibling
8	Nguyen Khac Du		Not available			0	0%	Younger sibling
9	Nguyen Thi My Dung		Not available			0	0%	Younger sibling
10	Trinh Phung Xuan		Not available			0	0%	Brother-in-law
11	Nguyen Huu Tam		Not available			0	0%	Brother-in-law
12	Vo Thi Ngoc Tuyet		Not available			0	0%	Sister-in-law
13	Truong Thi Le Lieu		Not available			0	0%	Sister-in-law
14	Nguyen Thi Thu Hang		Not available			0	0%	Sister-in-law
15	Nguyen Thi Canh		Not available			0	0%	Sister-in-law
<b>V</b>	<b>Nguyen Cong Dinh</b>		<b>BOD Member – Deputy General Director</b>			<b>7,600</b>	<b>0.02%</b>	
1	Le Thi Mai		Not available			0	0%	Wife
2	Nguyen Le Duc Anh		Not available			0	0%	Son
3	Nguyen Le Duc Phat		Not available			0	0%	Son
4	Nguyen Phi Khanh		Not available			0	0%	Older brother

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5	Nguyen Van Khoat		Not available			0	0%	Younger brother
6	Hoang Thi Quyen		Not available			0	0%	Sister-in-law
<b>VI</b>	<b>Nguyen Hung</b>		<b>Deputy General Director</b>			<b>6,800</b>	<b>0.02%</b>	
1	Tran Thi Lien		Not available			0	0%	Biological Mother
2	Ngo Xuan Dieu		Not available			0	0%	Wife
3	Nguyen Thi Thuy Tien		Not available			0	0%	Daughter
4	Nguyen Thi Kim Ngan		Not available			0	0%	Daughter
5	Nguyen Xuan Dung		Not available			0	0%	Mother-in-law
6	Nguyen Van Thanh		Not available			0	0%	Father-in-law
7	Nguyen Hai		Not available			0	0%	Older brother
8	Nguyen Hoa		Not available			0	0%	Older brother
9	Nguyen Hau		Not available			0	0%	Older brother
10	Nguyen Thi Hien		Not available			0	0%	Older sister
<b>VII</b>	<b>Hoang Thi Thu Ha</b>		<b>Deputy General Director</b>			0	0%	
1	Hoang Van Noi		Not available			0	0%	Biological Father
2	Be Thi Doan		Not available			0	0%	Biological Mother
3	Nguyen Duy Ha		Not available			0	0%	Father-in-law
4	Le Thi Thanh Huong		Not available			0	0%	Mother-in-law
5	Nguyen Duy Tuan		Not available			0	0%	Husband
6	Nguyen Minh Khoa		Not available			0	0%	Son

No.	Full Name	Securities Trading Account( if any)	Position at the Company (if any)	ID Card/Passport number, Date of Issue and Place of Issue	Contact Address	Number of Shares Owned at the End of the Period	Share Ownership Ratio at the End of the Period	Note
7	Hoang Be Hoan		Not available			0	0%	Older brother
8	Dang Thi Hoa		Not available			0	0%	Sister-in-law
9	Thang Loi Coffee Joint Stock Company							Ms. Hoang Thi Thu Ha as BOD Member, Deputy General Director
<b>VIII</b>	<b>Nguyen Thi Thuy Hang</b>		<b>Chief Accountant</b>			0	0%	
1	Nguyen Ha Lam		Not available			0	0%	Daughter
<b>IX</b>	<b>Le Dang Uyen Dan</b>		<b>Head of Supervisory Board, Secretary of the Board of Directors, Corporate governance officer</b>			0	0%	
1	Dang Thi No		Not available			0	0%	Biological Mother
2	Tran Anh Quang		Not available			0	0%	Husband
3	Tran Anh Minh		Not available			0	0%	Son
4	Tran Quoc Tuan		Not available			0	0%	Father-in-law
5	Vuong Thi Hong Nga		Not available			0	0%	Mother-in-law
6	Le Thanh Hung		Not available			0	0%	Older brother
7	Le Quoc Dung		Not available			0	0%	Older brother
8	Dang Ha Mi		Not available			0	0%	Sister-in-law

No.	Full Name	Securities Trading Account( if any)	Position at the Company (if any)	ID Card/Passport number, Date of Issue and Place of Issue	Contact Address	Number of Shares Owned at the End of the Period	Share Ownership Ratio at the End of the Period	Note
9	Tran Thi Tra My		Not available			0	0%	Sister-in-law
<b>X</b>	<b>Le Ban Khanh</b>		<b>Member of the Supervisory Board, Department Head</b>			<b>5,900 shares</b>	<b>0.02%</b>	
1	Le Thi Tuyet Nhung		Employee			2,300 shares	0.01%	Wife
2	Le Khanh Ngoc		Not available			0	0%	Child
3	Le Ngoc Thao		Not available			0	0%	Child
4	Le Ban Kinh		Not available			0	0%	Biological Father
5	Chau Thi Du		Not available			0	0%	Biological Mother
6	Le Van Hoang		Not available			0	0%	Father-in-law
7	Nguyen Thi Thu		Not available			0	0%	Mother-in-law
8	Le Ban Cuong		Not available			0	0%	Younger sibling
9	Nguyen Thi Kieu Len		Not available			0	0%	Sister-in-law
10	Le Ban Phuong		Not available			0	0%	Younger sibling
11	Van Hoang Yen Nhi		Not available			0	0%	Sister-in-law
<b>XI</b>	<b>Ha Thi Thu Huyen</b>		<b>Member of the Supervisory Board, Deputy Head of Department</b>			<b>6,600</b>	<b>0.02%</b>	
1	Tran Phu Hung		Not available			0	0%	Husband

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2	Tran Nguyen Binh		Not available			0	0%	Son
3	Tran Ha Thuy An		Not available			0	0%	Daughter
4	Ha Hoc Luyen		Not available			0	0%	Older brother
5	Nguyen Thi Mai		Not available			0	0%	Sister-in-law
6	Ha Thi Chau		Not available			0	0%	Older sister
7	Huynh Trung Thong		Not available			0	0%	Brother-in-law
8	Nguyen Thi Hue		Not available			0	0%	Sister-in-law
9	Ha Thi Linh		Not available			0	0%	Older sister
10	Dinh Nho Phuc		Not available			0	0%	Brother-in-law
11	Ha Thi Nhung		Not available			0	0%	Older sister
12	Huynh Thanh		Not available			0	0%	Brother-in-law
13	Ha Hoc Hoai		Not available			0	0%	Older brother
14	Vu Thi Lan		Not available			0	0%	Sister-in-law
15	Ha Thi Hoa		Not available			0	0%	Younger sister
16	Phan Van Thanh		Not available			0	0%	Brother-in-law
17	Nguyen Thi Nhi		Not available			0	0%	Mother-in-law
18	Tran Thi Thu Ha		Not available			0	0%	Older sister-in-law
19	Tran Phu Dung		Not available			0	0%	Younger sibling-in-law
20	Nguyen Thuy Ngoc Oanh		Not available			0	0%	Sister-in-law



**2. Transactions of Insiders and Related Persons on shares of listed companies: none**

**IX. Other Issues to Note: None**

***Recipients:***

- As above;
- Board of Directors, Supervisory Board;
- Filed: Secretary, Administration Department



**BOD CHAIRPERSON**

*Do Hoàng Phúc*  
**Do Hoàng Phúc**