

No: 322 /CB-SZE-TCKT

Dong Nai, April 22, 2026

**INFORMATION DISCLOSURE ON THE ELECTRONIC PORTAL  
HANOI STOCK EXCHANGE**

To: Ha Noi Stock Exchange

1. Name of the organization: Sonadezi Environment Joint Stock Company
  - Stock code: SZE
  - Address: No. 12, Huynh Van Nghe Street, Tran Bien Ward, Dong Nai Province.
  - Telephone: 02513.951771 and Support hotline: 1900 3160
  - E-mail: info@sze.com.vn
2. Contents of information disclosure:
  - The Internal Regulations on Corporate Governance of Sonadezi Environment Joint Stock Company.
3. This information has been published on the Company's website on April 22, 2026, at the link: <https://sze.com.vn/>


**Attached Documents:** The Internal Regulations on Corporate Governance of Sonadezi Environment Joint Stock Company.

We hereby commit that the disclosed information is truthful and assume full responsibility before the law for the contents of the disclosed information.

Sincerely.!

**Recipients:** *th*

- As above;
- Archived: Office, Finance and Accounting Department. *h*

**GENERAL DIRECTOR** *h*  
  
**Le Xuan Sam**



No.: 35/QĐ-SZE-HĐQT

Dong Nai, date 21 month 4 year 2026

**DECISION**

**Re: The issuance of the Internal Regulations on Corporate Governance**

**BOARD OF DIRECTORS OF  
SONADEZI ENVIRONMENT JOINT STOCK COMPANY**

Pursuant to the Enterprise Law No. 59/2020/QH14 dated June 17, 2020, as amended and supplemented by Law No. 03/2022/QH15 dated January 11, 2022 and Law No. 76/2025/QH15 dated June 17, 2025;

Pursuant to the Securities Law No. 54/2019/QH14 dated 26/11/2019, amended and supplemented by Law No. 56/2024/QH15 dated 29/11/2024;

Decree No. 155/2020/ND-CP dated 31/12/2020 of the Government detailing the implementation of a number of articles of the Securities Law;

Pursuant to Circular No. 116/2020/TT-BTC dated 31/12/2020 of the Minister of Finance guiding a number of articles on corporate governance applicable to public companies in Decree No. 155/2020/ND-CP dated 31/12/2020 of the Government detailing the implementation of a number of articles of the Securities Law;

Pursuant to the Charter of Sonadezi Environment Joint Stock Company approved by the General Meeting of Shareholders on 21/4/2026;

Pursuant to Resolution No. 44/NQ-SZE-ĐHĐCĐ of the General Meeting of Shareholders dated 21/4/2026.

**DECIDES:**

**Article 1.** Promulgate attached to this decision "The Internal Regulations on Corporate Governance of Sonadezi Environment Joint Stock Company".

**Article 2.** This Decision takes effect from the date of signing.

**Article 3.** Members of the Board of Directors, Board of Supervisors, Board of Management, Heads of units/departments directly under the Company are responsible for implementing this Decision./.

**Recipients:**

- As Article 3;
- Archived: BOD.

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



**Tran Anh Dung**

*Don*



**INTERNAL REGULATIONS ON  
CORPORATE GOVERNANCE**

*(Issued together with Decision No. 25/QĐ-SZE-HĐQT dated April 24, 2026  
of the Board of Directors of Sonadezi Environment Joint Stock Company)*

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**Article 1. Legal Basis**

- Securities Law No. 54/2019/QH14 dated 26/11/2019, amended and supplemented by Law No. 56/2024/QH15 dated 29/11/2024;
- The Law on Enterprises No. 59/2020/QH14 dated June 17, 2020, as amended and supplemented by Law No. 03/2022/QH15 dated January 11, 2022 and Law No. 76/2025/QH15 dated June 17, 2025;
- Decree No. 155/2020/NĐ-CP dated 31/12/2020 of the Government detailing the implementation of a number of articles of the Securities Law;
- Circular No. 116/2020/TT-BTC dated 31/12/2020 of the Minister of Finance guiding a number of articles on corporate governance applicable to public companies in Decree No. 155/2020/NĐ-CP dated 31/12/2020 of the Government detailing the implementation of a number of articles of the Securities Law;
- Charter of Sonadezi Environment Joint Stock Company approved by the General Meeting of Shareholders on 21/4/2026;
- Resolution No. 44/NQ-SZE-ĐHĐCĐ of the General Meeting of Shareholders dated 21/4/2026.

**Article 2. Scope of Regulation, Subjects of Application and Interpretation of Terms**

1. Scope of Regulation: The Internal Regulations on Corporate Governance detail a number of contents regarding the procedures for the General Meeting of Shareholders; election of members of the Board of Directors, Board of Supervisors and corporate governance not specified in the Company's Charter.

2. Subjects of Application: These Regulations apply to members of the Board of Directors, members of the Board of Supervisors, the Board of Management and related individuals and units.

3. Interpretation of Terms:

a) “Online General Meeting of Shareholders” means annual or extraordinary General Meetings of Shareholders held online via the internet for shareholders to exercise their voting/election rights.

b) “Electronic Voting” means shareholders or their representatives connecting to the internet and voting or electing via the Electronic Voting System prescribed and announced by the Company.



c) "Electronic Voting System" is the system that provides shareholders or their representatives with tools to exercise their related rights when attending online General Meetings of Shareholders.

d) "Identifying Factor" means the necessary information to accurately identify a subject in a given circumstance.

e) "Force Majeure Event" means events occurring beyond the will of the convener of the General Meeting of Shareholders, which are unforeseeable and insurmountable despite the application of necessary measures within their capabilities.

f) "Cumulative Voting" is the implementation method of cumulative voting where shareholders or their representatives allocate their votes to 01 candidate or divide their votes equally among multiple candidates. After dividing equally, the corresponding number of votes for each candidate is rounded down to the unit. Remaining odd votes (if any) will be discarded.

g) "Numbered Voting" is the implementation method of cumulative voting where shareholders or their representatives will specify the number of votes for each candidate so that the total number of votes for the elected candidates equals the total number of votes of the shareholder or their representative.

### **Article 3. General Meeting of Shareholders**

1. Procedures for the General Meeting of Shareholders to pass resolutions by voting at the meeting include the following contents:

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

b) Notification of the closing of the list of shareholders entitled to attend the meeting and establishment of the list of shareholders entitled to attend the meeting according to point a, clause 2, Article 16 of the Company Charter.

c) Notice of the General Meeting of Shareholders carried out according to clause 3, Article 16 of the Company Charter.

d) Shareholders proposing contents to be included in the meeting agenda according to clauses 4, 5, and 6, Article 16 of the Company Charter. In case the convener of the General Meeting of Shareholders refuses the proposal specified in this point, a written reply stating the reasons must be provided no later than 02 working days before the opening date of the General Meeting of Shareholders.

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

e) Method of registering to attend the General Meeting of Shareholders:

The method of registering to attend the General Meeting of Shareholders is clearly specified in the Notice of the General Meeting of Shareholders, including direct contact or sending the Registration/Authorization Form to attend the meeting (as per the template attached to the Notice of the General Meeting of Shareholders) to the Company.

Shareholders register the form of attendance at the General Meeting of Shareholders according to the method stated in the notice, including:

- Attending and voting/electing directly at the meeting;



- Authorizing another representative to attend and vote/elect at the meeting according to the provisions of clause 2, Article 15 of the Company Charter;
- Sending voting/election ballots to the meeting via mail, fax, or email.

g) Conditions for conducting the meeting according to Article 17 of the Company Charter.

h) Voting methods, vote counting methods, and announcement of vote counting results are carried out according to clauses 2 and 3, Article 18 of the Company Charter. In addition, shareholders or their representatives must sign the voting slip before submitting it to the Vote Counting Committee.

i) Conditions for resolution approval according to clauses 1 and 3, Article 20 of the Company Charter.

k) Method of objecting to resolutions of the General Meeting of Shareholders:

Shareholders who voted against the resolution on the reorganization of the Company or changes to shareholders' rights and obligations as stipulated in the Company Charter have the right to request the Company to repurchase their shares. The request must be in writing, clearly stating the shareholder's name, address, number of shares of each type, intended selling price, and reasons for requesting the Company to repurchase. The request must be sent to the Company within 10 days from the date the General Meeting of Shareholders approves the resolution on the matters specified in this point.

The Company must repurchase shares at market price as requested by the shareholders specified in this point within 90 days from the date of receiving the request. In case of disagreement on the price, the parties may request a professional valuation organization to determine the price. The Company will introduce at least 03 professional valuation organizations for shareholders to choose from, and that choice is final.

1. Minutes of the General Meeting of Shareholders and Resolutions of the General Meeting of Shareholders are prepared and information is disclosed according to Article 22 of the Company Charter.

2. Procedures for the General Meeting of Shareholders to pass resolutions by written opinion are carried out according to Article 21 of the Company Charter.

3. Procedures for the General Meeting of Shareholders to pass resolutions via online conference include the following:

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

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

- Notice of finalizing the list of shareholders entitled to attend the General Meeting of Shareholders and compiling the list of shareholders entitled to attend the meeting according to point a, clause 2, Article 16 of the Company Charter.

- Meeting invitation to the General Meeting of Shareholders is implemented according to clause 3, Article 16 of the Company Charter. Election/voting slips do not need to be enclosed with the online meeting invitation.

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



The method of registering to attend the online General Meeting of Shareholders before the opening day of the General Meeting of Shareholders is clearly specified in the Notice of the General Meeting of Shareholders, including:

- Conditions for participation:

- + Be named in the list of shareholders entitled to attend the General Meeting of Shareholders compiled according to the Company's notice of exercise of rights.

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

- Technical requirements: Shareholders or their representatives need to have internet-connected electronic devices (e.g., computers, tablets, mobile phones, other electronic devices with internet connection...).

- Method of recording shareholders or their representatives attending the online General Meeting of Shareholders: Shareholders or their representatives are recorded by the electronic voting system as attending the online General Meeting of Shareholders when they access the system using the access information provided according to point c, Clause 3 of this Article and have voted on the online system to confirm their attendance at the online General Meeting of Shareholders.

- c) Providing login information and conducting electronic voting:

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

- When a shareholder or their representative requests to be provided with login information again, the Organizing Committee of the meeting can notify them through the following methods: Directly, email, or telephone. The method of providing login information via email or telephone is only performed based on shareholder information from the list of shareholders entitled to vote compiled by the Vietnam Securities Depository and Clearing Corporation according to the Company's notice of exercise of rights.

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

- d) Authorizing a representative to attend the online General Meeting of Shareholders:

- Shareholders shall carry out the authorization as prescribed in Clause 2, Article 15 of the Company's Charter.

- Some regulations to note when performing online authorization:



+ Shareholders must provide sufficient information to carry out the online authorization, especially providing information on the authorized party: Phone number, contact address, and email address. This is the basis for issuing login names, access passwords, and other identification factors (if any) for the authorized party.

+ The online authorization is only legally valid when the following conditions are met:

- \* When the shareholder fills in all information according to the online authorization form and completes the online authorization.

- \* The Power of Attorney printed according to the online authorization form is fully signed, clearly stating the full name, and stamped (if an organization) of both the authorizing party and the authorized party.

- \* The Company receives the original Power of Attorney before the opening of the meeting.

+ Cancellation of authorization for shareholders who have authorized online: Shareholders send an official written request to cancel the online authorization to the Company before the opening of the meeting. Note that the effective time of cancellation is calculated according to the time the Company receives the official written request to cancel the online authorization.

+ Cancellation of authorization will be void if the authorized representative has voted/elected on any matter of the agenda of the online General Meeting of Shareholders.

d) Conditions for conducting the meeting as prescribed in Article 17 of the Company's Charter.

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

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

- Or other forms as prescribed by the Rules of Procedure of the online General Meeting of Shareholders.

g) Discussion at the online General Meeting of Shareholders:

- Principles:

- + Discussions are only conducted within the specified time and within the scope of the content and agenda of the General Meeting of Shareholders;

- + Only shareholders or their representatives may participate in the discussion;

- + Shareholders or their representatives who wish to discuss must register the content of the discussion in the form specified in the Rules of Procedure of the meeting;

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

- Answering questions from shareholders or their representatives:

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



+ In case due to time constraints, questions not answered directly at the meeting will be answered by the Company later.

h) Method of electronic voting:

- Voting method:

+ Shareholders or their representatives choose one of the three voting options: Approve, Disapprove, or abstain for each item put to a vote at the meeting that has been set up on the electronic voting system;

+ Afterwards, the shareholder or the shareholder's representative must confirm the vote for the electronic voting system to record the result.

- Voting method: Based on the Company's Charter, the election of members of the Board of Directors and the Board of Supervisors must be conducted by cumulative voting ("Equal Cumulative Voting" or "Numbered Voting"). Accordingly, shareholders or their representatives vote by checking the "Equal Cumulative Voting" box or clearly stating the number of votes in the "Number of Votes" box for the corresponding candidates on the election ballot installed on the electronic voting system. Afterwards, the shareholder or the shareholder's representative must confirm the vote for the electronic voting system to record the result.

- Other regulations when conducting electronic voting:

+ If the shareholder or the shareholder's representative does not complete all the voting contents according to the meeting agenda, the contents not yet voted on are considered as the shareholder or the shareholder's representative abstaining from voting on that content.

+ In case of matters arising outside the sent meeting agenda, the shareholder or the shareholder's representative may cast additional votes. If the shareholder or the shareholder's representative does not vote on the arising matters, it is considered that the shareholder or the shareholder's representative abstains from voting on those matters.

+ Shareholders or their representatives can change their voting results (but cannot cancel them), including additional votes on matters arising outside the meeting agenda. The online system only records the final voting results at the end of each voting period specified in the meeting's working regulations.

+ In case the shareholder or the shareholder's representative performs numbered voting: An invalid election ballot is one where the total number of votes for the candidates exceeds the total number of votes the shareholder or the shareholder's representative is entitled to.

+ The electronic voting period is specified in the meeting's working regulations. Shareholders or their representatives can access the electronic voting system and vote 24 hours a day and 7 days a week, except for system maintenance or other reasons beyond the Company's control. After the voting period ends, the system will not record any further electronic voting results from shareholders or their representatives.

i) Online vote counting method: When a shareholder or their representative votes, the number of votes is recorded on the system based on the principle of affirmative votes, dissenting votes, and abstentions.



k) Notification of voting results: Based on the vote counting minutes recorded as prescribed in point i, clause 3 of this Article, the Vote Counting Board will check, summarize, and report to the Chairperson the voting results for each item on the meeting agenda. The voting results will be announced by the Chairperson/Vote Counting Board right before the closing of the meeting. The results and data will be exported to soft and hard copy files and will be stored at the Company.

l) Preparing the minutes of the General Meeting of Shareholders.

- Pursuant to Article 22 of the Company's Charter.

- The location of the online General Meeting of Shareholders stated in the minutes is the location where the Chairperson is present. This location must be within the territory of Vietnam.

- The method of approving the Minutes of the General Meeting of Shareholders is specified in the Working Regulations of the General Meeting of Shareholders.

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

n) In case of force majeure events:

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

- In the event of force majeure events that cannot be remedied so that the meeting can continue within 60 minutes, the Chairperson will announce the suspension of the meeting, all contents that have been voted and approved before the suspension (if any) will be cancelled. These contents will be re-voted at the nearest convened General Meeting of Shareholders.

4. The order and procedures for the General Meeting of Shareholders to pass resolutions through direct and online meetings include the following contents:

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

- The authority to convene the General Meeting of Shareholders is in accordance with Article 13 of the Company's Charter.

- Notification of the closing of the list of shareholders entitled to attend the meeting and establishment of the list of shareholders entitled to attend the meeting according to point a, clause 2, Article 16 of the Company's Charter.

- The notice of invitation to the General Meeting of Shareholders is implemented according to clause 3, Article 16 of the Company's Charter. Voting/election ballots do not need to be enclosed with the online meeting invitation.

b) How to register to attend the General Meeting of Shareholders in the form of a direct and online meeting:

- For shareholders or shareholder representatives registering to attend in person: Implement according to point e, clause 1 of this Article;



- For shareholders or shareholder representatives registering to attend online: Implement according to point b, clause 3 of this Article.

c) Providing login information and conducting electronic voting in the form of a direct and online meeting (applicable to shareholders or shareholder representatives registering to attend online) according to point c, clause 3 of this Article.

d) Authorizing a representative to attend the General Meeting of Shareholders in the form of a direct and online meeting:

- For shareholders or shareholder representatives registering to attend in person: Implement according to point d, clause 1 of this Article;

- For shareholders or shareholder representatives registering to attend online: Implement according to point d, clause 3 of this Article.

đ) Conditions for conducting the meeting according to Article 17 of the Company's Charter.

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

- For shareholders or shareholder representatives registering to attend in person: Implement according to point h, clause 1 of this Article;

- For shareholders or shareholder representatives registering to attend online: Implement according to point e, clause 3 of this Article.

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

h) Voting method:

- For shareholders or shareholder representatives registering to attend in person: Implement according to point h, clause 1 of this Article.

- For shareholders or shareholder representatives registering to attend online: Implement according to point h, clause 3 of this Article.

i) Vote counting method:

- For shareholders or shareholder representatives registering to attend in person: Implement according to point h, clause 1 of this Article.

- For shareholders or shareholder representatives registering to attend online: Implement according to point i, clause 3 of this Article.

k) Announcement of vote counting results: Based on the vote counting minutes recorded as prescribed in point i, clause 4 of this Article, the Vote Counting Board will check, synthesize, and report to the Chairperson the voting results of each content according to the meeting agenda. The voting results will be announced by the Chairperson/Vote Counting Board right before the closing of the meeting.

l) Preparing the minutes of the General Meeting of Shareholders:

- Implement according to Article 22 of the Company Charter.

- The location of the meeting recorded in the minutes of the General Meeting of Shareholders is the location where the Chairperson is present. This location must be within the territory of Vietnam.



- The method of approving the minutes of the General Meeting of Shareholders is specified in the working regulations of the General Meeting of Shareholders.

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

#### **Article 4. Nomination, candidacy, election, dismissal, and removal of Members of the Board of Directors**

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

2. The method of nominating and proposing candidates for the Board of Directors is in accordance with clause 2 and clause 3, Article 24 of the Company Charter.

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

a) Before the election, shareholders or shareholder representatives are given election ballots stating the registration number, full name of the shareholder or full name of the shareholder representative, number of voting shares, and the list of candidates.

b) The election of Members of the Board of Directors must be conducted by cumulative voting, whereby each shareholder has a total number of votes corresponding to the total number of voting shares multiplied by the number of members to be elected to the Board of Directors. Shareholders have the right to cast all or part of their total votes for one or several candidates. The winning candidates for the Board of Directors are determined based on the number of votes from highest to lowest, starting from the candidate with the highest number of votes until the required number of members is elected. In the event that two or more candidates receive the same number of votes for the last member of the Board of Directors, a re-election will be held among the candidates with the same number of votes.

4. Members of the Board of Directors are dismissed or removed in the cases specified in clause 4, Article 25 of the Company Charter.

5. The Company announces information about the election, dismissal, and removal of Members of the Board of Directors on the Company's website and in accordance with the provisions of the law on the securities market.

#### **Article 5. Selection, appointment, and dismissal of the person in charge of corporate governance**

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

a) Have a thorough understanding of the Enterprise Law, the Securities Law, and relevant legal regulations related to the Company's production and business activities.

b) Not concurrently employed by an independent audit firm conducting audits of the Company's financial statements.

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

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

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

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



b) Has a resignation letter.

c) Violates the obligations of the person in charge of corporate governance as stipulated in Clause 3, Article 30 of the Company's Charter.

d) Fails to complete assigned tasks.

e) According to the Resolution of the Board of Directors; the Board of Directors may dismiss the person in charge of corporate governance when necessary but not contrary to current labor laws.

4. The Company announces the appointment and dismissal of the person in charge of corporate governance on the Company's website and in accordance with the provisions of the law on the securities market.

#### **Article 6. Nomination, candidacy, election, dismissal, and removal of members of the Board of Supervisors.**

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

2. The method of nominating candidates for the Board of Supervisors is in accordance with Clause 2 and Clause 3, Article 34 of the Company's Charter.

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

a) Before the election, shareholders or shareholder representatives are issued election ballots stating the registration number, full name of the shareholder or full name of the shareholder's representative, the number of voting shares, and the list of candidates.

b) The election of members of the Board of Supervisors must be conducted by cumulative voting, whereby each shareholder has a total number of votes corresponding to the total number of voting shares multiplied by the number of members to be elected to the Board of Supervisors. Shareholders have the right to cast all or part of their total votes for one or several candidates. Successful candidates for the Board of Supervisors are determined by the number of votes from highest to lowest, starting with the candidate with the highest number of votes until the required number of members is elected. In the event that two or more candidates receive the same number of votes for the last member of the Board of Supervisors, a re-election will be held among the candidates with the same number of votes.

4. Members of the Board of Supervisors are dismissed or removed in the cases specified in Clause 2 and Clause 3, Article 35 of the Company's Charter.

5. The Company announces information on the election, dismissal, and removal of members of the Board of Supervisors on the Company's website and in accordance with the provisions of the law on the securities market.

#### **Article 7. Coordination of activities between the Board of Directors, the Board of Supervisors, and the General Director.**

1. The procedures, order of convening, meeting invitations, minute-taking, and notification of meeting results between the Board of Directors, the Board of Supervisors, and the General Director are carried out in accordance with Article 29 of the Company's Charter and the following regulations:



a) The Board of Supervisors receives meeting invitations, the written opinion form of Board of Directors, and accompanying documents at the same time and in the same manner as members of the Board of Directors.

b) In the event that the General Director is invited to attend the Board of Directors' meeting, they will receive the notice and accompanying documents (if any).

c) The minutes of the Board of Directors' meeting and the resolutions of the Board of Directors are sent to the Board of Supervisors and the General Director at the same time and in the same manner as members of the Board of Directors.

## 2. Board of Supervisors Meeting:

a) The Board of Supervisors has the right to request members of the Board of Directors and the General Director to attend the Board of Supervisors meetings and address matters of interest to Board of Supervisors members. Requests to attend Board of Supervisors meetings must be submitted in writing, clearly stating the purpose, issues to be discussed, and accompanying documents (if any).

b) Minutes of Board of Supervisors meetings attended by members of the Board of Directors and the General Director must be sent to the attendees.

3. In cases where the Board of Supervisors or the General Director proposes convening a Board of Directors meeting, a written request must be sent to the Chairman of the Board of Directors, clearly stating the purpose, issues to be discussed, and decisions within the Board of Directors' authority. The Chairman of the Board of Directors must convene the Board of Directors meeting within the timeframe stipulated in Clause 5, Article 29 of the Company Charter.

4. No later than 30 days after the end of each quarter, the General Director must prepare a report to the Board of Directors and the Board of Supervisors regarding:

a) Production and business performance results and status;

b) Execution of assigned duties and responsibilities;

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

5. Coordination of control, management, and supervision activities among members of the Board of Directors, members of the Board of Supervisors, and the General Director:

a) The Board of Directors supervises the General Director in the daily business operations of the Company; the Board of Supervisors supervises the Board of Directors and the General Director in the management and operation of the Company. Upon discovering any violation of legal regulations, the Company Charter, or Board of Directors resolutions by a member of the Board of Directors or the General Director, the supervisory agency must immediately notify the violating party in writing, requesting them to cease the violation and implement corrective measures.

b) In cases where the Board of Directors discovers any violation by a member of the Board of Supervisors in carrying out their assigned rights and obligations, the Board of Directors must notify the Board of Supervisors in writing; requesting the violating party to cease the violation and implement corrective measures.



c) The annual internal audit plan must be submitted to the Board of Supervisors for coordination in inspection and control activities.

d) The Board of Directors organizes internal inspection and audit teams (if any) at the Company and must send the inspection decision to the Board of Supervisors for their information. The Board of Supervisors has the right to appoint representatives to participate in internal inspection and audit teams and must notify the Board of Directors in writing regarding this participation.

e) The Board of Supervisors must notify the Board of Directors and the General Director in writing 05 working days prior to conducting any inspection activities at the Company.

6. In cases where the Board of Supervisors inspects the Company's capital representatives at other enterprises and requests the provision of data, documents, information, and explanations regarding activities at those enterprises, they must send a written notification to the Chairman of the Board of Directors 05 working days prior to the inspection, clearly stating the content to be inspected and controlled.

#### **Article 8. Regulations on Annual Evaluation, Rewards, and Disciplinary Actions for Members of the Board of Directors, Members of the Board of Supervisors, the General Director, and Other Executives**

##### **1. Annual Evaluation:**

Based on assigned roles and responsibilities, the Board of Directors organizes evaluations of the performance of each Board member, the Head of the Board of Supervisors, the General Director, and other executives.

Based on assigned roles and responsibilities, the Head of the Board of Supervisors organizes evaluations of the performance of each member of the Board of Supervisors.

##### **2. Rewards:**

Based on the Company's business performance and the results of the annual evaluation, members of the Board of Directors, the Board of Supervisors, the General Director and other executives shall be entitled to bonuses in accordance with the Company's bonus regulations.

##### **3. Disciplinary:**

Pursuant to the Enterprises Law, the Company Charter, and the Labor Code, the Board of Directors reviews and submits to the General Meeting of Shareholders decisions regarding disciplinary actions against Board members in case of violations. Disciplinary measures range from reprimands, warnings, cautions, dismissal, and removal from office.

Pursuant to the Enterprises Law, the Company Charter, and the Labor Code, the Board of Supervisors reviews and submits to the General Meeting of Shareholders decisions regarding disciplinary actions against members of the Board of Supervisors in case of violations. Disciplinary measures range from reprimands, warnings, cautions, dismissal, and removal from office.

Pursuant to the Enterprises Law, the Company Charter, and the Labor Code, the Board of Directors reviews and decides on disciplinary actions against the General Director and other executives in case of violations. Disciplinary measures range from



reprimands, warnings, cautions, postponement of salary increases, dismissal, and removal from office.

#### **Article 9. Amendments and Supplements**

1. Amendments and supplements to these regulations must be reviewed by the Company's Board of Directors and submitted to the General Meeting of Shareholders for approval.

2. In the event that any legal regulations related to the Company's management activities are not mentioned in these regulations, or in the event of new legal regulations and Company Charter provisions that differ from the provisions in these regulations, those regulations shall automatically apply and govern the Company's management activities.

#### **Article 10. Effective date**

1. These regulations take effect from the date of issuance. Any previous regulations that conflict with these regulations are hereby repealed.

2. Members of the Board of Directors, the Board of Management, Heads of professional departments/divisions, Directors of factories/waste treatment areas/centers, Heads of units/departments directly under the Company, and relevant officials and employees are responsible for implementing and executing these regulations.

*Dong Nai, date 21 month 4 year 2026*

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



**Tran Anh Dung**

*Da*