

**HANOI TRANSFORMER AND
ELECTRICAL MATERIALS
MANUFACTURING JOINT
STOCK COMPANY**

No. 2401/BTH/CBTT

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

Hanoi, Jan 24, 2025

REPORT ON CORPORATE GOVERNANCE IN THE LAST 6 MONTHS OF 2024

To: - State Securities Commission - Hanoi Stock Exchange

- Name of listed company: HANOI TRANSFORMER AND ELECTRICAL MATERIALS MANUFACTURING JSC
- Head office address: No. 55, K2 Street, Cau Dien Ward, Nam Tu Liem District, Hanoi City
- Phone: 0243 7644795 Fax: 0243 7644796 Email: ctbt - hn@hn.vnn.vn
- Charter capital: 250,000,000,000 VND
- Stock code: BTH

I. Activities of the General Meeting of Shareholders:

Information about meetings and Resolutions/Decisions of the General Meeting of Shareholders (including Resolutions of the General Meeting of Shareholders adopted in the form of written consultation: None

II. Board of Directors in 2024:

1. Information about members of the Board of Directors (BOD):

Stt	Member of the Board of Directors	Duty	Start/no longer a member of the Board of Directors	Number of meetings attended by the Board of Directors	Meeting attendance rate	Reasons for not attending the meeting
1	Nguyen Thi Bich Ngoc	Chairman of the Board of Directors	30/5/2017 (start date)	3	100%	
2	Trinh Viet Dung	Member of the Board of Directors	29/1/2015 (start date)	3	100%	
3	Nguyen Van Sinh	Member of the Board of Directors	12/6/2020 (start date)	3	100%	

2. Supervisory activities of the Board of Directors of the Board of Directors: The Board of Directors has implemented and regularly supervised the management and administration of the implementation of the approved production and business plan targets of the Company.

Monitor and grasp the situation weekly, monthly, quarterly, check and evaluate the results of activities through meetings; Issue resolutions and decisions to direct the implementation of tasks in accordance with the actual situation.

3. Activities of subcommittees of the Board of Directors: None

4. Resolutions/Decisions of the Board of Directors in the last 6 months of 2024:

Stt	Number of Resolutions/Decisions	Day	Content
1	2908-2024/NQ-HĐQT	29/08/2024	The shareholder list to pay 2023 dividends and advance 2024 cash dividends

III. Control Board:

1. Information about members of the Supervisory Board (BKS):

Stt	Members of the Supervisory Board	Duty	Start/no longer a member of the Supervisory Board	Number of Supervisory Board Meetings Attended	Meeting attendance rate	Reasons for not attending the meeting
1	Dinh Hoang Long	Head of the Supervisory Board	26/5/2015 (starting date as a member of the Supervisory Board)	1	100%	
2	Trinh Thu Quynh	Members of the Supervisory Board	15/11/2016 (starting date as a member of the Supervisory Board)	1	100%	
3	Phan Thu Hang	Members of the Supervisory Board	28/8/2020 (starting date as a member of the Supervisory Board)	1	100%	

2. Supervisory activities of the Supervisory Board for the Board of Directors, the Board of Directors and shareholders: The Supervisory Board fully participates in the meetings of the Board of Directors to grasp the Company's operation.

The Supervisory Board implements:

- Supervise the Board of Directors and the Board of Directors in the administration and management of the Company, ensuring compliance with the provisions of law and the company's charter;
- Supervise the Company's business activities and financial situation;
- Discuss quarterly, 6-month and annual financial statements with the Board of Directors;
- Report and evaluate annual operating results to the Board of Directors;
- Supervise the implementation and disclosure of information of the Company in accordance with the provisions of the Law on Securities and relevant legal documents.

3. Coordination of activities between the Supervisory Board for the activities of the Board of Directors, the Board of Directors and other managers:

The Supervisory Board receives close coordination from the Board of Directors through being fully and clearly provided with information related to production and business activities, corporate governance in the Board of Directors meetings. The Supervisory Board has frankly contributed opinions on issues that need to be discussed, analyzed and evaluated together to make the most optimal decisions.

The Board of Directors and managers of the Company have provided the required information, creating all favorable conditions for the Supervisory Board to successfully complete its tasks.

4. Other activities of the Supervisory Board: None

IV. Corporate Governance Training: None

V. List of related persons of the listed company as prescribed in Clause 34, Article 6 of the Law on Securities and transactions of related persons of the company with the company itself:

1. List of related persons of the company:

ST T	Name of organization/individual	Stock Trading Account	Position at the company	The start time is the person involved	The time is no longer a relevant person	Reason
1	Nguyen Thi Bich Ngoc		Chairman of the Board of Directors	30/5/2017 Reappointed on 26/4/2019		
2	Trinh Viet Dung		Member of the Board of Directors	29/1/2015 Reappointed on 26/4/2019		
3	Nguyen Van Sinh		Board of Directors TV	12/6/2020		
4	Thach Anh Duc		General Director	01/8/2020		
5	Do Thi Ngoc		Deputy General Director	01/5/2022		
6	Dinh Hoang Long		Head of the Supervisory Board	26/5/2015 Reappointed on 26/4/2019		
7	Trinh Thu Quynh		Members of the Supervisory Board	15/11/2016 Appointed on 26/4/2019		
8	Phan Thu Hang		Members of the Supervisory Board	Appointed on 28/8/2020		
9	Le Thi Thu Huong		Chief Accountant	Appointed on 01/9/2020		

2. Transactions between the company and its related persons; or between the company and major shareholders, insiders, and related persons of insiders: None

3. Transactions between insiders of listed companies, related persons of insiders and subsidiaries and companies controlled by listed companies: None

4. Transactions between the company and other subjects:

4.1. Transactions between the company and the company that the member of the Board of Directors, members of the Supervisory Board, Director (General Director) have been and are founding members or members of the Board of Directors, Director (General Director) have been operating in the past three (03) years (calculated at the time of making the report: None

4.2. Transactions between companies and companies where related persons of members of the Board of Directors, members of the Supervisory Board, Directors (General Directors) are members of the Board of Directors, Directors (General Directors): None

4.3. Other transactions of the company (if any) that may bring material or non-material benefits to members of the Board of Directors, members of the Supervisory Board, Directors (General Directors) of executives: None

VI. Stock trading of insiders and related persons of insiders:

1. List of insiders and related persons of insiders:

Stt	Name	Securities trading account (if any)	Position at the company (if any)	Contact Us	Number of shares owned at the end of the period	Stock owners hip ratio at the end of the period	Notes
1	Nguyen Thi Bich Ngoc		Chairman of the Board of Directors	55 To Hien Thanh, ward Le Dai Hanh, Hai Ba Trung, Hanoi	0	0%	
1.1	Hoang Ngoc Quan		Son	83 Ly Thuong Kiet, Cua Nam Ward, Hoan Kiem District, Hanoi	1.289.518	5,16%	
1.2	Hoang Ngoc Kien		Son	PH06 Hoang Thanh tower, 114 Mai Hac De, ward. Le Dai Hanh, Hai Ba Trung, Hanoi	4.847.091	19,39%	
2.	Trinh Viet Dung		Member of the Board of Directors	No. 9 Pham Ngu Lao Street, Hoan Kiem, Hanoi	0	0%	
3	Nguyen Van Sinh		Member of the Board of Directors	P301-A3, Thanh Xuan Bac Ward, Thanh Xuan District, Ho Chi Minh City. Hanoi	15.000	0,06%	
5	Dinh Hoang Long		Head of the Supervisory Board	No. 47/548 Ng Van Cu Street, Long Bien District, Hanoi	0	0%	
6	Trinh Thu Quynh		Members of the Supervisory Board	No. 1A Dang Thai Than Street, Hanoi City	0	0%	

7	Phan Thu Hang		Members of the Supervisory Board	No. 15, Niche 39/1 Lang Fortress, Lang Thuong, Dong Da, Hanoi	0	0%	
8	Le T Thu Huong		Chief Accountant	Ward 107, B13 Bach Mai Hospital Center, Phuong Mai Ward, Dong Da District, Hanoi	124.534	0,5%	
9	Thach Anh Duc		General Director	TT 404 Lang Street, Lang Thuong, Dong Da, Hanoi	0	0%	
10	Do Thi Ngoc		Deputy General Director	HUD3 Apartment No. 60 Nguyen Duc Canh, Hoang Mai, Hanoi	10.000	0,04%	

2. Transactions of insiders and related persons with respect to stocks of listed companies:

Ms. Le Thi Thu Huong increased her ownership from 113,800 shares to 124,534 shares

Ms. Do Thi Ngoc decreased her ownership from 18,000 shares to 10,000 shares

Mr. Thach Anh Duc decreased her ownership from 10,000 shares to 0 shares

Mr. Nguyen Van Sinh decreased her ownership from 25,000 shares to 15,000 shares

Mr. Hoang Ngoc Quan decreased her ownership from 1,290,718 shares to 1,289,518 shares

VII. Other issues to note: None

TM. HỘI ĐỒNG QUẢN TRỊ
CHỦ TỊCH

CÔNG TY CỔ PHẦN
CHẾ TẠO BIẾN THÉ
VÀ VẬT LIỆU ĐIỆN
HÀ NỘI

Nguyễn Thị Bích Ngọc