

**REPORT ON CORPORATE GOVERNANCE
YEAR 2024**

To: - The State Securities Commission;
- Hanoi Stock Exchange (HNX).

- Name of company : HANOI SOAP JOINT STOCK COMPANY
- Địa chỉ trụ sở chính : 233B Nguyen Trai Str., Thuong Dinh Ward, Thanh Xuan District, Hanoi City, Vietnam.
- Telephone :
- Fax :
- Email : info@haso.vn; haso1960@info.vn;
- Charter capital : VND 129.724.750.000.
- Stock symbol : XPH.
- Governance model : General Meeting of Shareholders, Board of Directors, Board of Supervisors, and Director.
- The implementation of internal audit: Implemented.

I. ACTIVITIES OF THE GENERAL MEETING OF SHAREHOLDERS

No.	Resolution No.	Date	Content
1	21/NQ-ĐHĐCĐ	April 26, 2024	The Resolution of the Annual General Meeting of Shareholders approved the following contents: <ul style="list-style-type: none">- Approval of the Director's Report on the results of production business performance in 2023 and plan for 2024;- Approval of the audited financial statement for 2023;- Plan for profit distribution plan and dividend payment in 2023;- The advance payment of dividends in 2024;- Approval of the Board of Directors' activity Report in 2023 and plan for 2024;- Approval of the Board of Supervisors activity Report in 2023 and plan for 2024;

No.	Resolution No.	Date	Content
			<ul style="list-style-type: none"> - Approval of the proposal to select the auditing firm for 2024; - Approval of the proposal to pay remuneration to the Board of Directors, Board of Supervisors, and the secretary; - Approval of the proposal to amend the Company's charter.

II. BOARD OF DIRECTORS

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

No.	Board of Directors members	Position	Date of appointment/ dismissal of the member of the BOD		Number of BOD's meetings attended	Attendance rate	Reasons for absence
			Date of appointment	Date of dismissal			
1	Mr. Nguyen Xuan Bac	Chairman	Jun 01, 2023		13/13	100%	
2	Mr. Do Huy Lap	Member	May 30, 2023		11/13	85%	Reasonable
3	Mr. Le Viet Phuong	Member	May 30, 2023		13/13	100%	
4	Mr. Le Quang Hoa	Member	May 30, 2023		13/13	100%	
5	Ms. Doan Thi Thanh Huong	Member	May 30, 2023		13/13	100%	

2. Supervising the Board of Management by the BOD

- In 2024, the BOD supervised the activities of the Director through meetings on the business activities.

- The BOD successfully organized the Annual General Meeting of Shareholders in 2024 on April 26, 2024.

- The BOD supervised the Director in fully implementing the BOD's resolutions, including implementing the overall production and business plan approved at the 2024 Annual General Meeting of Shareholders and focusing on reviewing, implementing, and completing the company's key activities.

- The BOD coordinated with the Board of Supervisors to inspect and supervise the company's production and business activities.

- The BOD supervised and inspected the human resource management work of the Director; and supervised the implementation of policies towards employees to ensure their satisfaction based on legal regulations.

- The BOD built and completed working processes; managed communication information scientifically to enhance financial management and overall governance quality suitable to the Company's operations.

- The BOD also directed and supervised the implementation of quarterly financial reporting regimes, annual financial reports, and annual reports.

3. Resolutions/Decisions of the BOD

No.	Resolution No.	Date	Content	Approval rate
1	11/NQ-HĐQT	January 26, 2024	- Approval of production and business results for the fourth quarter of 2023 and plan for the first quarter of 2024; - Approval of Financial Statement for the fourth quarter of 2023 (unaudited)	100%
2	12/NQ-HĐQT	January 26, 2024	- Approval amendments/supplements to the Regulations on Personnel Management and the Regulations on Management of fixed asset repair work; - Approved the results of implementing the consumption norms of supplies and raw materials in 2023 and plan for 2024; - Approved the construction investment plan for 2024;	100%
3	13/NQ-HĐQT	February 6, 2024	Approved the plan to review the influences of individuals on the Company's production and business results	100%
4	14/NQ-HĐQT	February 22, 2024	Approved the agenda of the 2024 Annual General Meeting of Shareholders	100%
5	15/NQ-HĐQT	March 08, 2024	Approved the implementation of settlement and salary payment in 2023	100%
6	16/NQ-HĐQT	March 15, 2024	Approved the 2024 fixed asset repair plan	100%
7	17/NQ-HĐQT	March 27, 2024	Approved the documents of the 2024 Annual General Meeting of Shareholders	100%

No.	Resolution No.	Date	Content	Approval rate
8	18/NQ-HĐQT	April 05, 2024	Approved to add the project "Investment in an automatic filling line using a high-capacity turbocharged independent nozzle" to the investment preparation list in 2024	100%
9	19/NQ-HĐQT	April 17, 2024	<ul style="list-style-type: none"> - Approval of production and business results for the first quarter of 2024 and production and business plan for the second quarter of 2024; - Approval of financial statements for the first quarter of 2024 (unaudited); - Approved the Technical Report and the change from the "investment preparation" to the "investment implementation" of the project "Investment in an automatic filling line using a high-capacity turbocharged independent nozzle"; - Approved amendments/supplements of Product Consumption Regulations and Financial Regulations; - Approved the plan to review and supplement the planning of leadership and management staff of the Company for the period 2021 - 2026 and the period 2026 - 2031 	100%
10	20/NQ-HĐQT	April 25, 2024	Approval of preparations for the 2024 Annual General Meeting of Shareholders	100%
11	22/NQ-HĐQT	May 23, 2024	Approved the selection of an independent auditing unit and signing a contract with an independent auditing unit to review the semi-annual financial statement and audit the 2024 financial statement	100%
12	23/NQ-HĐQT	June 4, 2024	Resolution on the dismissal and appointment of the Company Governance Officer cum Company Secretary	100%
13	24/NQ-HĐQT	June 4, 2024	Through the implementation of the project "Procurement of a 7-seat car, 2 axles"	100%
14	25/NQ-HĐQT	June 26, 2024	Approved the change from the "investment preparation" to "investment implementation" of the project "Procurement of a 7-seat car, 2 axles"	100%
15	26/NQ-	August 1,	Approval of production and business results for	100%

No.	Resolution No.	Date	Content	Approval rate
	HDQT	2024	the second quarter of 2024 and plan for the third quarter of 2024	
16	27/NQ-HĐQT	August 30, 2024	Approved the amendment of Debt Management Regulations and promulgation of Investment Project Management Regulations.	100%
17	28/NQ-HĐQT	September 18, 2024	Revolution on the dismissal of the Deputy Director	100%
18	29/NQ-HĐQT	October 24, 2024	- Approval of production and business results for the third quarter of 2024 and plan for the fourth quarter of 2024. - Approval the issuance of Inventory Management Regulations and Fixed Asset Management Regulations	100%
19	30/NQ-HĐQT	October 24, 2024	- Approved the results of reviewing additional personnel planning for managers of the Company for the period 2021 - 2026; - Approved the list of managers of the Company for 2026 - 2031.	

III. BOARD OF SUPERVISORS

1. Information about members of the Board of Supervisors (BOS):

No.	Members of the Board of Supervisors	Position	The date becoming to be a member of the BOS	Qualification	Number of meetings attended	Attendance rate	Reasons for absence
1	Ms. Mai Thi Khanh Tan	Head of BOS	May 30, 2023	BA	2/2	100%	
2	Mr. Duong Huy Manh	Member	May 30, 2023	Master	2/2	100%	
3	Ms. Kieu Thi Nang	Member	May 30, 2023	BA	2/2	100%	

2. Supervising BOD, Board of Management and shareholders by BOS

The BOS organized 02 meetings, the Company's activities through financial reports, and checked some documents. The supervision content included:

- The BOS checked and supervised the Company's activities by attending

meetings of the BOD, Board of Management, and periodic documents and reports of functional departments.

- Checking and supervising the compliance with state policies, and regulations of the BOD, and the Directors through reviewing the BOD's resolutions and the operational decisions of the Directors.

- Supervising the activities of the BOD and appraising the BOD's activity report.

- Supervising the preparation procedures for organizing the Annual General Meeting of Shareholders in 2024 to ensure compliance with legal regulations and the Company's charter.

- Checking and reviewing the Company's half-year financial statement for 2024 and quarterly financial statements for 2024.

3. The coordination among the BOS, the BOD, the Board of Management, and other managers.

The BOD, the Directors, and functional department managers cooperated well with the BOS, providing facilities and necessary information and documents for the BOS's inspection work.

The activities of the BOS are carried out under the company's charter, and the resolution of the General Meeting of Shareholders.

4. Other activities of the DOS (if any): None.

IV. BOARD OF MANAGEMENT

No.	Members of the Board of Management	Date of birth	Qualification	Date of appointment/ dismissal of members of the Board of Management
1	Mr. Le Viet Phuong	April 16, 1982	Master	June 2, 2022
2	Mr. Le Quang Hoa	January 13, 1974	BA	March 15, 2021 – October 01, 2024

V. CHIEF ACCOUNTANT

Name	Date of birth	Qualification	Date of appointment/ dismissal
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Mr. Le Manh Cuong	February 27, 1977	BA	February 09, 2023
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VI. TRAINING COURSES ON CORPORATE GOVERNANCE

The Company actively participated in corporate governance seminars invited by the State Securities Commission and Hanoi Stock Exchange.

VII. THE LIST OF AFFILIATED PERSONS OF THE PUBLIC COMPANY AND TRANSACTIONS OF AFFILIATED PERSONS OF THE COMPANY

1. The list of affiliated persons of the Company: Appendix 1.
2. Transactions between the Company and its affiliated persons or between the Company and its major shareholders, internal persons, and affiliated persons: Appendix 2.
3. Transaction between internal persons of the Company, affiliated persons of internal persons, and the Company's subsidiaries in which the Company takes controlling power: None.
4. Transaction between the Company and other objects
 - 4.1. Transaction between the Company and the company that its members of BOD, the BOS, the Director have been founding members or members of the BOD, or CEOs in three (3) lastest years (calculated at the time of reporting): None.
 - 4.2. Transaction between the Company and the company that its affiliated persons with members of the BOD, the BOS, the Director, and other members as a member of the BOD, the Director or CEO: None.
 - 4.3. Other transactions of the Company (if any) may bring material or non-material benefits for members of the BOD, members of the BOS, the Director, and other managers: None.

VIII. SHARE TRANSACTIONS OF INTERNAL PERSONS AND THEIR AFFILIATED PERSONS

1. The list of internal persons and their affiliated persons: Appendix 3.
2. Transactions of internal persons and their affiliated persons with

Company shares: None.

Recipients:

- As above;
- Archived: Clerical Dept., BOD.

**CHAIRMAN
OF THE BOARD OF DIRECTORS**



Nguyễn Xuan Bac

APPENDIX 1
LIST OF AFFILIATED PERSONS OF THE COMPANY

No.	Name of organization/ individual	Securities trading account (if any)	Position at the Company	ID no.	Address	Time of starting to be affiliated person	Time of ending to be affiliated person	Reasons	Relationship with the Company
1	Mr. Nguyen Xuan Bac		Chairman of the BOD		Hanoi	June 01, 2023			
2	Mr. Do Huy Lap		BOD Member		Hanoi	June 15, 2018			
3	Mr. Le Viet Phuong		BOD member, and Director		Hanoi	June 2, 2022			
4	Mr. Le Quang Hoa		BOD Member, and Deputy Director		Hanoi	June 15, 2018	Otober 01, 2024	Dismissal	BOD member
5	Ms. Doan Thi Thanh Huong		BOD Member		Hanoi	June 15, 2018			
6	Ms. Mai Thi Khanh Tan		Head of BOS		Hanoi	May 30, 2023			
7	Mr. Duong Huy Manh		BOS Member		Hanoi	June 30, 2022			
8	Ms. Kieu Thi Nang		BOS Member		Hanoi	May 30, 2023			
9	Mr. Le Manh Cuong		In charge of accounting		Hanoi	February 9, 2023			

APPENDIX 2

TRANSACTIONS BETWEEN THE COMPANY AND ITS AFFILIATED PERSONS OR BETWEEN THE COMPANY AND ITS MAJOR SHAREHOLDERS, INTERNAL PERSONS, AND AFFILIATED PERSONS

No.	Name of organization/ individual	Relationship with the Company	Address	Time of transaction with the Company	Resolution No. or Decision No. approved by the General Meeting of Shareholders/ the BOD (if any)	Content, quantity, total value of transaction	Note
1	Viet Tri Chemical JSC	affiliated persons of internal persons		2024		Sales: VND 9,815,455	
2	Vietnam Institute of Industrial Chemistry	affiliated persons of internal persons		2024		Sales: VND 1,036,364	
3	Ninh Binh Nitrogenous Fertilizer Ltd, Company	affiliated persons of internal persons		2024		Sales: VND 433,304,091	
4	Lix Detergent JSC – Bac Ninh Branch	affiliated persons of internal persons		2024		Sales: VND 458,606,484	
5	Lix Detergent JSC – Binh Duong Branch	affiliated persons of internal persons		2024		Sales: VND 1,311,424,056 Purchase: VND 8,816,820	
6	Vietnam National Chemical Group	affiliated persons of internal persons		2024		Sales: VND 13,290,000	
7	Vietnam Chemical Group Agency Trade Union	affiliated persons of internal persons		2024		Sales: VND 52,329,656	

No.	Name of organization/ individual	Relationship with the Company	Address	Time of transaction with the Company	Resolution No. or Decision No. approved by the General Meeting of Shareholders/ the BOD (if any)	Content, quantity, total value of transaction	Note
8	DAP2 – VINACHEM JSC	affiliated persons of internal persons		2024		Sales: VND 187,043,182	
9	Binh Dien Fertilizer JSC	affiliated persons of internal persons		2024		Sales: VND 280,636,364	
10	Vietnam Industrial Chemical Trade Union	affiliated persons of internal persons		2024		Sales: VND 9,021,818	
11	Union of Lam Thao Fertilizers and Chemicals JSC	affiliated persons of internal persons		2024		Sales: VND 468,527,564	
12	Can Tho Fertilizers and Chemicals JSC	affiliated persons of internal persons		2024		Purchase: VND 282,417,000	
13	Lix Detergent JSC	affiliated persons of internal persons		2024		Purchase: VND 811,468,920	

APPENDIX 3
THE LIST OF INTERNAL PERSONS AND THEIR AFFILIATED PERSONS

No.	Name	Securities trading account (if any)	Position at the Company	ID no.	Address	Number of shares owned at the end of the period	Percentage of shares owned at the end of the period	Note
1	Nguyen Xuan Bac		Chairman of the BOD		Hanoi	0	0	
1.1	Nguyen Thi Minh		None			0	0	Wife
1.2	Nguyen Xuan Khanh		None			0	0	Son
1.3	Nguyen Khanh Linh		None			0	0	Daughter
1.4	Nguyen Xuan Tao		None			0	0	Father
1.5	Nguyen Thi Doan		None			0	0	Mother
1.6	Nguyen Xuan Hung		None			0	0	Sibling
1.7	Nguyen Thi Minh Phuong		None			0	0	Sibling
2	Do Huy Lap		BOD member		Hanoi	0	0	
2.1	Nguyen Trung Thanh		None			0	0	Wife
2.2	Do Huy Anh		None			0	0	Son

No.	Name	Securities trading account (if any)	Position at the Company	ID no.	Address	Number of shares owned at the end of the period	Percentage of shares owned at the end of the period	Note
2.3	Do Bao Ngan		None			0	0	Daughter
2.4	Do Huy Nam		None			0	0	Father
2.5	Nguyen Thi Hoa		None			0	0	Mother
2.6	Do Thi Hue		None			0	0	Sister
2.7	Do Thi Hanh		None			0	0	Sibling
2.8	Do Thi Hoan		None			0	0	Sibling
3	Le Viet Phuong		BOD member, and Director		Hanoi	0	0	
3.1	Than Thi Kieu My		None			0	0	Wife
3.2	Le Phuong Han		None			0	0	Daughter
3.3	Le Tran Lam Phu		None			0	0	Son
3.4	Le Tran Anh		None			0	0	Son
3.5	Le Tran Cam		None			0	0	Father

No.	Name	Securities trading account (if any)	Position at the Company	ID no.	Address	Number of shares owned at the end of the period	Percentage of shares owned at the end of the period	Note
3.6	Nguyen Thi Dung		None					
3.7	Le Khanh Duy		None			0	0	Mother
4	Le Quang Hoa		BOD Member, and Deputy Director		Hanoi	0	0	Sibling
4.1	Tran Thanh My		None			0	0	Wife (đã divorced)
4.2	Le Tram Anh		None			0	0	Daughter
4.3	Le Tuan Hung		None			0	0	Son
4.4	Le Huu Phuc		None			0	0	Father
4.5	Bui Thi Thanh		None			0	0	Mother
4.6	Le Thi Kim Thu		None			0	0	Sibling
4.7	Le Quang Tuan		None			0	0	Sibling
4.8	Le Manh Trung		None			0	0	Sibling
4.9	Le Thi Bich Hop		None			0	0	Sibling

No.	Name	Securities trading account (if any)	Position at the Company	ID no.	Address	Number of shares owned at the end of the period	Percentage of shares owned at the end of the period	Note
5	Doan Thi Thanh Huong		BOD Member		Hanoi	0	0	
5.1	Nguyen Xuan Manh		None			0	0	Husband
5.2	Nguyen Huong Giang		None			0	0	(passed)
5.3	Nguyen Phuong Anh		None			0	0	Daughter
5.4	Doan Ngoc Hien		None			0	0	Daughter
5.5	Nguyen Thi Tam		None			0	0	Father
5.6	Doan Ngoc Thao		None			0	0	Mother
5.7	Doan Thi Thanh Ha		None			0	0	Sibling
6	Mai Thi Khanh Tan		Head of the BOS		Hanoi	0	0	Sibling
6.1	Vo Van Hao		None			0	0	
6.2	Vo Minh Quang		None			0	0	Husband
6.3	Vo Khanh Linh		None			0	0	Son
						0	0	Daughter

No.	Name	Securities trading account (if any)	Position at the Company	ID no.	Address	Number of shares owned at the end of the period	Percentage of shares owned at the end of the period	Note
6.4	Mai Huu Chu		None			0	0	Father
6.5	Le Thi Thanh Tam		None			0	0	Mother
6.6	Mai Thi Le Anh		None			0	0	Sibling
6.7	Mai Duy Hung		None			0	0	Sibling
7	Duong Huy Manh		BOS Member		Hanoi	0	0	
7.1	Ha Thi Thanh Huyen		None			0	0	Wife
7.2	Duong Huy Long		None			0	0	Son
7.3	Duong Huy Minh		None			0	0	Son
7.4	Duong Huy Duc		None			0	0	Father
7.5	Pham Thi Kinh		None			0	0	Mother
8	Kieu Thi Nang		BOS Member		Hanoi	0	0	
8.1	Dang Thanh Tung		None			0	0	Husband
8.2	Dang Tuan Hung		None			0	0	Son

No.	Name	Securities trading account (if any)	Position at the Company	ID no.	Address	Number of shares owned at the end of the period	Percentage of shares owned at the end of the period	Note
8.3	Dang Hoang Tuan		None			0	0	Son
8.4	Kieu Xuan Dieu		None			0	0	Father
8.5	Nguyen Thi Phuong		None			0	0	Mother
8.6	Kieu Quoc Hoan		None			0	0	Sibling
8.7	Kieu Thanh Canh		None			0	0	Sibling
8.8	Kieu Khanh Tai		None			0	0	Sibling
9	Le Manh Cuong		In charge of accounting		Hanoi	0	0	
9.1	Cao Thi Thu Ha		None			0	0	Wife
9.2	Le Anh Duc		None			0	0	Son
9.3	Le Ha My		None			0	0	Son
9.4	Le Van Thinh		None			0	0	Father
9.5	Bui Thi Nghia		None			0	0	Mother

No.	Name	Securities trading account (if any)	Position at the Company	ID no.	Address	Number of shares owned at the end of the period	Percentage of shares owned at the end of the period	Note
9.6	Le Trung Dung		None					
10	Nguyen Lan Phuong		In charge of corporate governance cum Company Secretary			0	0	Sibling
10.1	Do Hong Khue		None					
10.2	Do Linh Dan		None			0	0	Daughter
10.3	Nguyen Van Le		None			0	0	Daughter
10.4	Pham Thi Hoa Binh		None			0	0	Father
10.5	Nguyen Phuong Lan		None			0	0	Mother
						0	0	Sibling
11	Da Nang Rubber JSC					0	0	Nguyen Xuan Bac – Chairman of the BOD
12	Xavinco Land JSC					0	0	Le Viet Phuong – BOD member