

*Phu Yen, April 4 2025*

No.: 01/TB-HĐQT

**NOTIFICATION**

**Regarding the Self-Nomination and Nomination for the Election of Members of the Board of Directors and the Board of Supervisors for the 2025 – 2030 Term**

To: Esteemed Shareholders of Phu Yen Petroleum Joint Stock Company.

Pursuant to the Law on Enterprise No. 59/2020/QH14 dated June 17, 2020;

Pursuant to the Charter on Organization and Operation of PetroVietnam Oil Phu Yen Joint Stock Company approved by the Annual General Meeting of Shareholders on April 16, 2024 ;

Pursuant to the Regulation on Operation of the Board of Directors of the Company dated April 23, 2021 ;

Pursuant to Resolution No. 03/2025/NQ-HĐQT dated February 21, 2025 of the Board of Directors of the Company regarding the finalization of the list of shareholders for the organization of the 2025 Annual General Meeting of Shareholders of PetroVietnam Oil Phu Yen Joint Stock Company;

The 2025 Annual General Meeting of Shareholders of PetroVietnam Oil Phu Yen Joint Stock Company is expected to be held on April 15, 2025. At the Meeting, members of the Board of Directors and the Board of Supervisors for the 2025–2030 term will be elected to replace those of the 2020–2025 term, which shall end in accordance with the law.

The Board of Directors of the Company hereby notifies the esteemed shareholders (according to the list of shareholders as of the record date of March 14, 2025) regarding the self-nomination and nomination of candidates for the election of members of the Board of Directors and the Board of Supervisors for the 2025–2030 term as follows:

**1. Number of Members**

- Board of Directors: Expected to have 05 members
- Board of Supervisors: Expected to have 03 members

**2. Standards and Conditions for Members of the Board of Directors and the Board of Supervisors; Regulations on Self-Nomination and Nomination:**

As specified in the attached appendix.

**3. Application Documents for Self-Nomination/Nomination to the Board of Directors and the Board of Supervisors:**

- a) Self-Nomination Request Form (Form 1);

- b) Nomination Request Form (Form 2);
- c) Minutes of the Meeting of the Group of Shareholders and List of Nominated and Self-Nominated Candidates (Form 3);
- d) Curriculum Vitae of the Candidate (Form 4);
- e) Declaration of Related Persons of the Candidate (Form 5);
- f) Certified copy of the Identity Card/Citizen Identification/Personal Identification/Passport; diplomas and certificates proving the candidate's professional qualifications. If the diplomas and certificates are in a foreign language, they must be translated into Vietnamese and notarized;
- g) Official document issued by a competent authority or organization nominating the candidate to the Board of Directors (if any);
- h) Other supporting documents proving that the candidate satisfies the eligibility criteria and conditions as stated in this Notice (if any).

**Important Note to Shareholders:**

Any person self-nominating or being nominated as a candidate for the Board of Directors or the Board of Supervisors of PetroVietnam Oil Phu Yen Joint Stock Company shall be legally responsible for the accuracy and truthfulness of the submitted nomination/self-nomination documents.

The application dossier for nomination/self-nomination to the Board of Directors and the Board of Supervisors must be prepared in one official set and submitted directly or sent via registered mail to PetroVietnam Oil Phu Yen Joint Stock Company (157–159 Hung Vuong Street, Ward 5, Tuy Hoa City, Phu Yen Province. Tel: 0257 3828643) no later than 5:00 PM on **April 11, 2025**.

Sincerely.

***Recipients:***

- As above;
- Board of Directors, Board of Supervisors;
- Archive.

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



**Nguyen Mau Dung**

**APPENDIX**  
**STANDARDS AND CONDITIONS**  
**FOR MEMBERS OF THE BOARD OF DIRECTORS AND THE BOARD OF**  
**SUPERVISORS, AND**  
**NOMINATION AND SELF-NOMINATION OF MEMBERS OF THE BOARD OF**  
**DIRECTORS AND THE BOARD OF SUPERVISORS OF PETROVIETNAM OIL**  
**PHU YEN JOINT STOCK COMPANY FOR THE 2025–2030 TERM**

(Attached to Notice No. 01/TB-HĐQT dated April 4, 2025 of the Board of  
Directors)

**I. Standards and Conditions for Members of the Board of Directors**  
(pursuant to Article 155 of the 2020 Law on Enterprise):

1. A member of the Board of Directors must meet the following standards and conditions:

a) Not falling under the categories specified in Clause 2, Article 17 of the 2020 Law on Enterprise;

b) Have professional qualifications and experience in business management or in the field, industry, or profession in which the Company operates, and are not necessarily required to be shareholders of the Company, unless otherwise provided in the Company's Charter;

c) May concurrently serve as a member of the Board of Directors of another company;

d) For state-owned enterprises as specified at Point b, Clause 1, Article 88 of the 2020 Law on Enterprise, and subsidiaries of state-owned enterprises as specified in Clause 1, Article 88 of the 2020 Law on Enterprise, independent members of the Board of Directors must not have family relationships with the Director, General Director and other managers of the Company; or with managers or persons authorized to appoint managers of the parent company;

2. Unless otherwise provided by securities laws, an independent member of the Board of Directors as stipulated at Point b, Clause 1, Article 137 of the 2020 Law on Enterprise must meet the following standards and conditions:

a) Not currently working for the Company, its parent company, or its subsidiaries; and has not worked for the Company, its parent company, or its subsidiaries for at least the previous three (03) consecutive years;

b) Not currently receiving salary or remuneration from the Company, except for allowances that members of the Board of Directors are entitled to in accordance with regulations;

c) Must not be a person whose wife or husband, biological father, adoptive father, biological mother, adoptive mother, biological child, adopted child, biological brother, biological sister, or biological younger sibling is a major shareholder of the Company, or a manager of the Company or its subsidiaries;

d) Not directly or indirectly owning at least 01% of the total voting shares of the Company;

e) Must not have served as a member of the Board of Directors or the Board of Supervisors of the Company for at least the past five (05) consecutive years, unless reappointed for two (02) consecutive terms.

## **II. Self-Nomination and Nomination of Members of the Board of Directors**

The self-nomination and nomination of members of the Board of Directors shall be carried out in accordance with Article 24 of the Company's Charter. Specifically:

1. After candidates for members of the Board of Directors have been nominated, the Company shall publish information about these candidates at least ten (10) days before the opening date of the General Meeting of Shareholders on the Company's website for the shareholders to study their profiles before voting. Each candidate shall prepare a written declaration that information about him/her is correct and to perform his/her duties in an honest and prudent manner for the best interests of the Company if he/she is given the position of member of the Board of Directors. Information about candidates includes:

- a) Full name, date of birth;
- b) Qualifications;
- c) Work experience;
- d) Other managerial positions (including positions in the Board of Directors of other companies);
- e) Interests relevant to the Company and the Company's related parties;
- f) Full name of the shareholder or group of shareholders nominating the candidate (if any);
- g) Other relevant information (if any);

The company shall publish information about the companies in which the candidates are holding the position of members of the Board of Directors and other managerial positions and their interests in these companies (if any).

2. Shareholders holding ordinary shares have the right to aggregate their voting rights to nominate candidates to the Board of Directors. A shareholder or a group of shareholders holding from 5% to less than 10% of the total voting shares may nominate 01 (one) candidate; from 10% to less than 30% may nominate up to 02 (two) candidates; from 30% to less than 40% may nominate up to 03 (three) candidates; from 40% to less than 50% may nominate up to 04 (four) candidates; from 50% to less than 60% may nominate up to 05 (five) candidates; from 60% to less than 70% may nominate up to 06 (six) candidates; from 70% to less than 80% may nominate up to 07 (seven) candidates; and from 80% or more may nominate up to 08 (eight) candidates.

3. In case the number of candidates for members of the Board of Directors nominated through self-nomination and nomination is still smaller than the minimum number specified in Clause 5 Article 115 of the Law on Enterprises, the incumbent Board of Directors shall nominate more candidates or organize the nomination in accordance with the Company's Charter, Internal Regulations on Corporate Governance, and Regulations on Operation of the Board of Directors. The nomination of additional candidates by the incumbent Board of Directors must be clearly announced before the General Meeting of Shareholders votes to elect members of the Board of Directors as prescribed by law.

## **B. Board of Supervisors**

I. Standards and Conditions for Supervisors (Pursuant to Article 169 of the 2020 Law on Enterprise and the Company's Charter):

A Supervisor must meet the following standards and conditions:

a) Có Have full civil act capacity and not fall under the category of persons prohibited from establishing and managing enterprises as stipulated in the Law on Enterprises;

b) Must not be the wife or husband, biological father, adoptive father, biological mother, adoptive mother, biological child, adopted child, biological brother, biological sister, or biological younger sibling of any member of the Board of Directors, the Director, or other managers;

c) Must not hold any managerial position in the Company; not necessarily be a shareholder or an employee of the Company;

d) Must have been trained in one of the following fields: economics, finance, accounting, auditing, law, business administration, or another discipline relevant to the Company's business operations;

e) Must not work in the accounting or finance department of the company;

g) Must not be a member or employee of the auditing organization approved to audit the company's financial statements in the previous 3 consecutive years.

II. Nomination and Self-Nomination of Supervisors (Pursuant to Article 36 of the Company's Charter)

1. The self-nomination and nomination of Supervisors shall be carried out in accordance with the provisions of Article 24 of the Company's Charter mutatis mutandis:

2. Shareholders holding ordinary shares have the right to aggregate their voting rights to nominate candidates to the Board of Supervisors. A shareholder or a group of shareholders holding from 5% to less than 10% of the total voting shares may nominate 01 (one) candidate; from 10% to less than 30% may nominate up to 02 (two) candidates; from 30% to less than 40% may nominate up to 03 (three) candidates; from 40% to less than 50% may nominate up to 04 (four) candidates; from 50% to less than 60% may nominate up to 05 (five) candidates; from 60% to less than 70% may nominate up to 06 (six) candidates; from 70% to less than 80% may nominate up to 07 (seven) candidates; and from 80% or more may nominate up to 08 (eight) candidates.

3. In case the number of candidates for the Board of Supervisors nominated through self-nomination and nomination is still smaller than the minimum number specified in Clause 5 Article 115 of the Law on Enterprises, the incumbent Board of Directors shall nominate more candidates or organize the nomination in accordance with the Company's Charter, Internal Regulations on Corporate Governance, and Regulations on Operation of the Board of Directors. The nomination of additional candidates by the incumbent Board of Directors must be clearly announced before the General Meeting of Shareholders votes to elect members of the Board of Supervisors as prescribed by law.

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....., *date* ..... *month* ..... *year* 2025

**SELF-NOMINATION LETTER  
FOR MEMBER / INDEPENDENT MEMBER OF THE BOARD OF DIRECTORS /  
MEMBER OF THE BOARD OF SUPERVISORS OF  
PETROVIETNAM OIL PHU YEN JOINT STOCK COMPANY  
TERM 2025–2030**

To: The General Meeting of Shareholders of PetroVietnam Oil Phu Yen Joint Stock Company

Full name:.....

ID Card/Citizen Identification/Personal Identification/Passport No.: .....

Date of Issue: ..... Place of Issue: .....

Permanent Address: .....

.....

Education Level:..... Major: .....

Number of shares held at PetroVietnam Oil Phu Yen Joint Stock Company .....shares

Ownership ratio:.....%

Corresponding par value: .....VND

Pursuant to Notice No. 01/TB-HĐQT dated April 4, 2025 of the Board of Directors of PetroVietnam Oil Phu Yen Joint Stock Company regarding the self-nomination/nomination for the election of members of the Board of Directors and the Board of Supervisors for the 2025–2030 term;

I respectfully request the General Meeting of Shareholders of PetroVietnam Oil Phu Yen Joint Stock Company to allow me to self-nominate as a member / independent member of the Board of Directors / member of the Board of Supervisors for the 2025–2030 term.

If elected by the shareholders as a member / independent member of the Board of Directors / member of the Board of Supervisors, I pledge to devote my full capabilities and dedication to contribute to the development of PetroVietnam Oil Phu Yen Joint Stock Company.

Respectfully.

**Self-Nominated Person**

*(Signature, full name)*

**Attached documents:**

- A copy of ID Card/Citizen Identification/Personal Identification/Passport;
- Copies of diplomas and certificates;
- Curriculum vitae of the candidate;
- Declaration of related persons of the candidate.

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....., *date* ..... *month* ..... *year* 2025

**NOMINATION LETTER**

**FOR MEMBER / INDEPENDENT MEMBER OF THE BOARD OF DIRECTORS /  
MEMBER OF THE BOARD OF SUPERVISORS OF  
PETROVIETNAM OIL PHU YEN JOINT STOCK COMPANY  
TERM 2025–2030**

To: The General Meeting of Shareholders of PetroVietnam Oil Phu Yen Joint Stock  
Company

Full name:.....

ID Card/Citizen Identification/Personal Identification/Passport No.: .....

Date of Issue: ..... Place of Issue : .....

Legal Representative (if any):.....

Currently holding:..... shares

Ownership ratio: .....%

Corresponding par value:.....VND

Pursuant to Notice No. 01/TB-HĐQT dated April 4, 2025 of the Board of Directors of PetroVietnam Oil Phu Yen Joint Stock Company regarding the self-nomination/nomination for the election of members of the Board of Directors and the Board of Supervisors for the 2025–2030 term;

I / My company hereby nominate:.....

Mr./Ms.:.....

ID Card/Citizen Identification/Personal Identification/Passport/Business Registration Certificate No.: .....

Date of issue:..... Place of issue: .....

Permanent Address: .....

.....

Education Level:..... Major: .....

Currently holding:..... shares

Corresponding par value: .....VND

To be nominated as a candidate for Member / Independent Member of the Board of Directors / Member of the Board of Supervisors of PetroVietnam Oil Phu Yen Joint Stock Company for the 2025–2030 term.



Respectfully.

**Nominee**  
*(Signature, full name)*

**Attached documents of the candidate:**

- A copy of ID Card/Citizen Identification/Personal Identification/Passport;;
- Copies of diplomas and certificates;
- Curriculum vitae;
- Declaration of related persons.

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....., *date* ..... *month* ..... *year* 2025

**MINUTES OF SHAREHOLDER GROUP MEETING**  
**ON THE NOMINATION OF CANDIDATES FOR MEMBER / INDEPENDENT**  
**MEMBER OF THE BOARD OF DIRECTORS /**  
**MEMBER OF THE BOARD OF SUPERVISORS OF**  
**PETROVIETNAM OIL PHU YEN JOINT STOCK COMPANY**  
**TERM 2025–2030**

Pursuant to the Law on Enterprise No. 59/2020/QH14 dated June 17, 2020;

Pursuant to the Charter on Organization and Operation of PetroVietnam Oil Phu Yen Joint Stock Company approved by the Annual General Meeting of Shareholders on April 16, 2024;

Pursuant to Notice No. 01/TB-HĐQT dated April 4, 2025 of the Board of Directors of PetroVietnam Oil Phu Yen Joint Stock Company regarding the self-nomination/nomination for the election of members of the Board of Directors and the Board of Supervisors for the 2025–2030 term;

Today, on ....., at ....., we, the undersigned shareholders of PetroVietnam Oil Phu Yen Joint Stock Company, jointly hold ..... shares (in words: ..... shares), accounting for .....% of the total voting shares of the Company, as detailed in the list below:

No.	Shareholder's Name	ID Card/Citizen Identification/Personal Identification/Passport/ Business Registration No.	Permanent Addresses	Number of Shares Held / Represented	Signature and Full Name
	Total				

unanimously agree to nominate the following candidate as a Member / Independent Member of the Board of Directors / Member of the Board of Supervisors of PetroVietnam Oil Phu Yen Joint Stock Company for the 2025–2030 term:

1/ Mr./Ms.:.....

ID Card/Citizen Identification/Personal Identification/Passport No.:.....

Date of Issue: ..... Place of Issue: .....

Permanent Address: .....

Education Level:.....Major: .....  
Currently holding:.....shares. Ownership ratio:.....  
Corresponding par value.....VND

At the same time, we unanimously appoint:

Mr./Ms.: .....

ID Card/Citizen Identification/Personal Identification/Passport No.:.....

Date of Issue: ..... Place of Issue: .....

Permanent Address: .....

Education Level:.....Major: .....

Corresponding par value: .....VND

To act as the representative of the group to carry out nomination procedures in accordance with the Regulations on participation in the nomination of candidates for Member / Independent Member of the Board of Directors / Member of the Board of Supervisors of PetroVietnam Oil Phu Yen Joint Stock Company for the 2025–2030 term.

....., date ..... month ..... year 2025  
*SHAREHOLDER (Nominated Representative of the Group)*  
*(signature and full name)*

4x6 cm photo  
(recent photo)

Form No. 4

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**CURRICULUM VITAE**

*(For candidates nominated or self-nominated for the election of members of the Board of Directors / Independent Members of the Board of Directors / Board of Supervisors of PetroVietnam Oil Phu Yen Joint Stock Company for the 2025–2030 term)*

1. Full name at birth:.....
2. Date of birth:.....
3. Place of birth:.....
4. Current nationality: .....
5. ID Card/Citizen Identification/Personal Identification/Passport No.:.....
6. Date of issue ..... Place of issue .....
7. Permanent address of residence:.....
8. Current place of residence: .....
9. Educational level: .....
10. Professional qualifications and expertise: .....
11. Current position:.....
12. Contact phone number:.....
13. Work experience:.....

From month/year to month/year	Employer (organization, company)	Position, job title

14. Violation of law (if any):.....
15. Outstanding abilities: .....
16. I hereby affirm that the above statements are completely true, and I take full responsibility before the law for any inaccuracies.

....., date ..... month ..... year 2025  
**Declarant**

(Signature and full name)

Form No. 5

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**DECLARATION OF RELATED PERSONS**

No.	Declarant and "Related Persons of the Declarant"	Relationship with the Declarant	ID Card/Citizen Identification/Passport No.	Date of Issue	Place of Issue	Permanent Address	Number of Shares Held	Ownership Ratio (%) of Total Voting Shares
I	Declarant							
1	Nguyen Van A	Declarant						
II. Related Persons of the Declarant (wife/husband, father, adoptive father, mother, adoptive mother, child, adopted child, sibling)								
...	.....							

I hereby affirm that the contents of the above Declaration are true and accurate. In the event of any falsehood, I fully accept responsibility before the law.

....., date ..... month ..... year 2025

**Declarant**

(Signature, full name, and seal if applicable)