



**TIEN THANH SERVICE AND TRADING JOINT STOCK COMPANY**  
Head office address: Viet Hung Urban Area, Duc Giang Ward, Long Bien District, Hanoi City  
Business registration No.: 0100596523  
Tel: 0963 893 958  
Website: [tienthanhjsc.vn](http://tienthanhjsc.vn) Email: [info@tienthanhjsc.vn](mailto:info@tienthanhjsc.vn)

Hanoi, May 13, 2025

## **NOTICE TO ATTEND 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

**To: Mr/Ms .....**  
**Address: .....**  
**Number of shares owned: ..... shares**

The Board of Directors of Tien Thanh Service and Trading Joint Stock Company respectfully invites shareholders to attend the 2025 Annual General Meeting of Shareholders of the Company, as follows:

- 1. Time: From 8:00 AM, on June 13, 2025**
- 2. Location: Bamboo Sapa Hotel – 18 Muong Hoa, Sapa, Lao Cai Province**
- 3. Participants:** Shareholders of Tien Thanh Service and Trading Joint Stock Company whose names appear on the list of shareholders as of May 05, 2025, provided by the Vietnam Securities Depository and Clearing Corporation.
- 4. Contents:** Documents related to the General Meeting are posted on the Company's website: <http://tienthanhjsc.vn> (*Shareholders Relation – the 2025 General Meeting of Shareholder*)
- 5. Notes:**
  - Shareholders who can not attend the General Meeting may authorize in writing another person, using the attached Power of Attorney Form in the Documents related to the General Meeting.
  - Shareholders or authorized representatives attending the General Meeting must present: original ID card/passport, original Meeting Invitation and Power of Attorney (in case of authorization).
  - Shareholders are responsible for covering their own travel, accommodation, and related expenses when attending the General Meeting.
  - To ensure the smooth organization of the General Meeting, shareholders are kindly requested to register for attendance by 12:00 PM, on June 11, 2025, using the following methods :
    - + Call to confirm at: 0963 893 958
    - + Send an email to: [info@tienthanhjsc.vn](mailto:info@tienthanhjsc.vn)

Sincerely announce !

**ON BEHALF OF THE BOARD OF DIRECTOR  
CHAIRWOMAN**



**ĐÀO VU THINH VAN**

**TIEN THANH SERVICE AND TRADING JOINT STOCK COMPANY**  
Head office: Viet Hung Urban Area, Duc Giang Ward, Long Bien Distric, Hanoi



## **DOCUMENTS**

# **THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

*Hanoi, May 2025*

## LIST OF DOCUMENTS

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1. *Agenda of the 2025 Annual General Meeting of Shareholders;*
2. *Working regulation of the 2025 Annual General Meeting of Shareholders;*
3. *Report of the Board of Directors No. 01/2025/BC-DHDCCD;*
4. *Report of independent member of the Board of Directors in the Audit Committee No. 02/2025/BC-DHDCCD;*
5. *Proposal No. 01/2025/TTr-DHDCCD on approval the 2024 Audited Financial Statement;*
6. *Proposal No. 02/2025/TTr-DHDCCD on the business plan for 2025;*
7. *Proposal No. 03/2025/TTr-DHDCCD on the distribution of accumulated after-tax profit as of December 31, 2024;*
8. *Proposal No. 04/2025/TTr-DHDCCD on the payment of remuneration to the Board of Directors and the Audit Committee;*
9. *Proposal No. 05/2025/TTr-DHDCCD on the selection of an independent auditing firm for the year 2025;*
10. *Draft Resolution of the 2025 Annual General Meeting of Shareholders;*
11. *Voting Card and Voting Form Template.*
12. *Power of Attorney Template.*



**TIEN THANH SERVICE AND TRADING JOINT STOCK COMPANY**  
Viet Hung Urban Area, Duc Giang Ward, Long Bien District, Hanoi City

**AGENDA**  
**OF THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

Time	Contents
8:00 – 8:30	Reception of delegates, shareholders and verification of shareholders' eligibility
8:30 – 8:50	Opening of the General Meeting: <ul style="list-style-type: none"><li>- Reason and opening statement of the General Meeting</li><li>- Report on the verification of shareholders' eligibility</li><li>- Introduction of the Presiding Committee and approval of the list of the Secretariat and the Vote Counting Committee.</li></ul>
8:50 – 8:55	Approval of the agenda of the General Meeting
8:55 – 9:15	Approval of the working regulations of the General Meeting
9:15 – 9:35	Report of the Board of Directors
9:35 – 9:45	Report of the independent member of the Board of Directors in the Audit Committee
9:45 – 10:20	Proposals to be submitted to the General Meeting for approval: <ul style="list-style-type: none"><li>- Proposal on approval of the 2024 audited financial statements;</li><li>- Proposal on the business plan for 2025;</li><li>- Proposal on the distribution of accumulated after-tax profit as of December 31, 2024;</li><li>- Proposal on the payment of remuneration to the Board of Directors and the Audit Committee;</li><li>- Proposal on the selection of an independent auditing firm for the year 2025;</li><li>- Other matters within the authority of the General Meeting of Shareholders (if any).</li></ul>
10:20 – 10:50	The General Meeting discusses the contents presented above.
10:50 – 11:00	Proceed to vote on the approval of the reports and proposals
11:00 – 11:00	Tea break, the Vote Counting Committee proceeds to count the votes
11:20 – 11:30	Report on voting results
11:30 – 11:55	Approval of the Minutes and Resolution of the General Meeting
11:55 – 12:00	The Chairperson declared the closing of the General Meeting.

**Note:** The Agenda may change depending on the actual circumstances during the organization of the 2025 Annual General Meeting of Shareholders.

*Hanoi, May13, 2025*

**WORKING REGULATION  
OF THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

**Pursuant to:**

- The Law on Enterprises No 59/2020/QH14 dated June 17, 2020;
- The Law on Securities No. 54/2019/QH14 dated November 26, 2019;
- The Charter on organization and operation of Tien Thanh Service and Trading Joint Stock Company.

**I. GENERAL REGULATIONS**

**1. Scope and Subjects of Application**

- a. This regulation is applied to organization of the 2025 Annual General Meeting of Shareholders (hereinafter referred to as “the General Meeting”) of Tien Thanh Service and Trading Joint Stock Company (hereinafter referred to as “the Company”).
- b. This regulation stipulates the rights and obligations of the participants at the General Meeting, the conditions and procedures for conducting the General Meeting.
- c. The participants at the General Meeting are responsible for complying with this Regulation.

**2. Working principles of the General Meeting**

The General Meeting operates based on the principles of transparency, fairness, democracy; ensuring the lawful rights and interests of shareholders and the Company; and complying with the provisions of the law, the Company’s Charter, and this Regulation.

**3. Order of the General Meeting**

- a. Participants in the General Meeting should sit in appropriate positions as instructed by the Organizing Committee;
- b. Smoking is not allowed in the Meeting room;
- c. Mobilephones should be switched to silent mode;
- d. Filming, photography, or recording is not permitted without the approval of the Chairperson during the General Meeting;
- e. No information shall be transmitted or disclosed in any form until the conclusion of the meeting;
- f. The General Meeting will only discuss and vote on items listed in the agenda or any arising matters (if any) as decided by the Chairperson.

**4. Conditions for attending the General Meeting**

Shareholders or valid authorized representatives of shareholders whose names are on the List as of the final registration date, May 5, 2025, provided by VSDC.

**II. RIGHTS AND OBLIGATIONS OF PARTICIPANTS AT THE GENERAL MEETING**

**1. Rights and obligations of shareholders/authorized representatives of shareholders**

- a. Rights of Shareholders/ Authorized representatives
  - Entitled to receive Voting Card, Voting Forms, and General Meeting documents;





- Entitled to discuss, and vote on all items that require approval at the General Meeting;
  - In case of late arrival, shareholders/ authorized representatives have the right to register and participate in voting on the subsequent items at the General Meeting, however, the Chairperson is not responsible for pausing the General Meeting for shareholders to register and the validity for the votes already conducted will not be affected.
- b. Obligations of shareholders/authorized representatives
- Shareholders/authorized representatives when registering to attend the General Meeting, must present a valid original ID card/Passport, Invitation Letter and original Power of Attorney (if any);
  - Comply with Working Regulation, the direction of the Chairperson and respect the results of the General Meeting;

## **2. Shareholder Eligibility Verification Committee**

- a. Is the support department of the Organizing Committee and Chairperson of the General Meeting. The number and composition of the Shareholder Eligibility Verification Committee are decided by the Organizing Committee.
- b. Responsibilities of the Shareholder Eligibility Verification Committee:
- Verifying the eligibility of shareholders/their authorized representatives to attend the General Meeting;
  - Distributing Voting Card, Voting Forms, Meeting documents;
  - Reporting to the General Meeting on results of the shareholder eligibility verification

## **3. The Presiding Committee**

- a. The Chairman of the Board of Directors is the Chairperson of the General Meeting or delegate another Board member to act as the Chairperson of the General Meeting. In the event that the Chairman is absent or temporarily unable to perform their duties, the Board members will elect one of them to act as the Chairperson based on a majority vote.
- b. The Chairperson's decisions regarding the order, procedures, or any matters arising outside the agenda of the General Meeting will be final and binding.
- c. The Chairperson has the right to take necessary and reasonable measures to direct the conduct of the General Meeting in an orderly manner, in accordance with the Agenda and this Regulation as approved, and to reflect the wishes of the majority of shareholders attending the Meeting.
- d. At any time, the Chairperson may adjourn the General Meeting to another time (in accordance with the Law on Enterprises and the Company's Charter) without seeking opinion of the General Meeting if it is determined that:
- The behavior of those attendees is obstructing or has the potential to obstruct the orderly conduct of the Meeting;
  - An adjournment is necessary for the work of the General Meeting to be conducted validly.
- e. Presiding Committee consists of the Chairperson and several members of the Board of Directors or managers of the Company, who are nominated by the Chairperson and approved by the General Meeting of Shareholders;
- f. The members of the Presiding Committee follow the guidance and overall direction of the Chairperson in discussing matters related to the conduct of the General Meeting. In any case, the Chairperson's decision is the final decision.

## **4. The Secretariat**

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- a. The Secretariat is appointed by the Chairperson and works under direction of the Chairperson;
- b. Responsibilities of the Secretariat:
  - Fully and honestly record all proceedings of the General Meeting and any matters approved by the Shareholders or authorized representatives, or any matters that still require attention at the General Meeting;
  - Making draft Minutes and Draft Resolution of the General Meeting.

#### **5. The Vote Counting Committee**

- a. The Secretariat is appointed by the Chairperson and works under direction of the Presiding Committee.
- b. Responsibilities of the Vote Counting Committee:
  - Control the voting on the contents of the General Meeting;
  - Vote counting shall be conducted immediately after the voting process is completed;
  - Compiling and announcing the Minutes of vote counting before the General Meeting.

### **III. DISCUSSION AT THE GENERAL MEETING**

1. Shareholders/Authorized representatives shall conduct discussion following the instruction of the Chairperson.
2. Shareholders/Authorized representatives can discuss by directly speaking or submitting a form with questions/opinions to the Organizing Committee for forwarding to the Presiding Committee.
3. Shareholders/Authorized representatives shall make brief statements, focusing on the key discussion points, in accordance with the time and agenda of the General Meeting. The Chairperson will arrange for Shareholders/Authorized representatives of shareholders to speak in the order of registration, and will also address any questions from the shareholders

### **IV. VOTING TO APPROVE THE ITEMS AT THE GENERAL MEETING**

#### **1. Principle:**

Each shareholder/authorized representative will receive one Voting Card and one Voting Form, which include the code, the full name of the shareholder/authorized representative, and the total number of shares with voting rights (including both owned and authorized shares)/the total number of votes, affixed with the seal of Tien Thanh Service and Trading Joint Stock Company.

#### **2. Voting by raising Voting Cards**

- a. Items voted in by raising Voting Cards: Approval of the Presiding Committee, the Secretariat, Vote Counting Committee personnel; Agenda of the General Meeting; Working Regulations of the General Meeting; Minutes and Resolution of the General Meeting.
- b. Shareholders/authorized representatives shall vote by raising their Voting Cards under the direction of the Chairperson to indicate their vote (Approve/Disapprove/No opinion).

#### **3. Voting by collecting Voting Forms**

- a. Items voted by Voting Forms: The Reports and Proposals are presented at the General Meeting.
- b. Shareholders/authorized representatives vote by making an "X" or "√" in the box corresponding to Approve or Disapprove or No opinion for each item listed on the Voting Form. In case, shareholder/authorized representative does not mark any opinion or marks more than one opinion, the vote on that item will be considered invalid.

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c. A Voting Form is invalid in the following cases:

- The Voting Form is not issued by the Company or lacks the Company's seal;
- The Voting Form contains additional contents, information or markings not requested by the Chairperson;
- The Voting Form is crossed out, altered, torn or not intact;
- Shareholder/authorized representative fails to sign and clearly write their full name on the Voting Form.

d. Each items on the Voting Form is voted on independently. The invalidity of the vote on one item shall not affect the validity of the votes on the other items.

e. In case shareholder/authorized representative votes incorrectly or the Voting Form is no intact, they may contact the Organizing Committee to reissue a new Voting Form and return the old one. Reissue shall only be allowed if shareholder/authorized representative has not yet cast their Voting Form into the Ballot Box.

f. In case shareholder/authorized representative has registered to attend the General Meeting but, for any reason, is unable to stay until the end of the General Meeting, they may return the Voting Form with their votes on the items to the Organizing Committee before leaving.

g. The Voting time into the Ballot Box shall be calculated from the moment the Chairperson or the Head of the Vote Counting Committee announces the start of voting until no shareholder/authorized representative continues to cast their Voting Form into the Ballot Box, provided that the timing is in accordance with the General Meeting's agenda.

## **V. CONDITIONS FOR APPROVAL OF ITEMS AT THE GENERAL MEETING**

1. Each share owned or represented is equivalent to one vote.
2. Decisions regarding the type of shares and the total number of shares of each type; Changes in the business sectors and fields; Changes in the Company's management structure; Investment project or sale of assets with a value of 35% or more of the total assets as recorded in the most recent financial statements; Reorganization or dissolution must be approved by shareholders representing at least 65% of the total of votes of all shareholders attending the General Meeting;
3. All other matters that require voting at the General Meeting are approved when they are agreed upon by shareholders holding more than 50% of the total votes of all shareholders attending the General Meeting.

## **VI. MINUTES AND RESOLUTION OF GENERAL MEETING**

All items of the General Meeting must be recorded in the Minutes by the Secretariat. The Minutes and Resolution of the General Meeting must be read and approved before the General Meeting is adjourned.

**ON BEHALF OF THE BOARD OF DIRECTORS**

**CHAIRWOMEN**



**DAO VU THINH VAN**



## THE BOARD OF DIRECTORS' REPORT

The Board of Directors (BOD) of Tien Thanh Service and Trading Joint Stock Company reports to the General Meeting of Shareholders (GMS) on the Company's situation of business operations in 2024; the activities of the Board of Directors in 2024; and the business plan for 2025 as follows:

### I. The situation of business operations in 2024

#### a) Some key indicators of business operations in 2024:

No.	Indicators	Year 2023	Year 2024		% change	
			Plan	Result	Compar ed to 2023	Comp ared to plan
1	Revenue from sales of goods and provision of services	947.178.000.988	603.692.000.000	783.143.603.491	-17,3%	29,7%
	In which:					
-	Revenue from the sales of goods	621.539.001.950	-	712.504.155.390	14,6%	-
-	Revenue from real estate business	325.638.999.038	-	70.639.448.101	-78,3%	-
2	Profit after tax	19.801.270.338	7.700.000.000	-16.033.823.730	n/a	n/a

In 2024, although the Company achieved revenue target but recorded a loss of over 16 billion VND, failing to meet the targets set by the General Meeting of Shareholders. The main reasons were as follows:

- In 2024, real estate revenue decreased significantly compared to 2023 (revenue of 2023 was 325,6 billion VND; revenue of 2024 was 70,6 billion VND);

- In 2024, the Hanoi Tax Department conducted a tax inspection for the 2022-2023 period. According to the Inspection Minutes, the Company had to adjust revenue, cost of goods sold, and profit for 46 properties in the real estate sector, transferring these figures from 2024 to 2023. As a result, the Company was subject to tax arrears for 2023 and was fined for administrative violations and late tax payment.

- The Company set aside a provision for doubtful receivables from customers in the trading sector, amounting to nearly 24 billion VND.

#### b) Implementation progress of projects:

The project of a supermarket, office, and residential complex at plot CT-08C, Viet Hung Urban Area, Duc Giang Ward, Long Bien District: As of December 31, 2024, the project has handed over 182 out of 182 apartments and 18 out of 22 commercial service units. On February 17, 2025, the People's Committee of Duc Giang Ward issued a Decision recognizing the condominium management board. For the apartments that have been handed over, the Company is currently carrying out the procedures to obtain property ownership certificates for the residents.

## **II. Activities of the Board of Directors in 2024**

### **1. Members and structure of the Board of Directors**

The Board of Directors has 5 members, including one independent member, as follows:

- Mrs Dao Vu Thinh Van – Chairwoman of the BOD
- Mr Nguyen Huu Truong – Member of the BOD, member of the Audit Committee
- Mr Nguyen Anh Tuan – Member of the BOD, Chairman of the Audit Committee
- Mr Phan Thanh Nam – Member of the BOD, General Director
- Mrs Nguyen Thi Hue – Member of the BOD

### **2. Report on the remuneration, operating expenses, and other benefits of the Board of Directors and its individual members**

- The remuneration in 2024: The BOD receives remuneration in accordance with the Resolution of the 2024 Annual General Meeting of Shareholders, the total amount of remuneration paid to the BOD and the Audit Committee is 456.000.000 VND.

- Operating expenses: According to the Company's regulations
- Other benefits: None

The income of members of the BOD in 2024 has been presented in the Notes to the audited financial statements for the year 2024, as detailed below:

<b>Full name</b>	<b>Positions</b>	<b>Income (*)</b>
Mrs Dao Vu Thinh Van	Chairwoman	138.600.000
Mr Phan Thanh Nam	Member of the BOD and General Director	361.537.068
Mrs Nguyen Thi Hue	Member of the BOD and Chief Accountant	99.800.000
Mr Nguyen Huu Truong	Member of the BOD and Member of the Audit Committee	97.200.000
Mr Nguyen Anh Tuan	Member of the BOD and Chairman of the Audit Committee	97.200.000

### **3. The Board of Directors' meetings and resolutions in 2024**

In 2024, the BOD held 5 meetings, during which the policies and decisions closely adhered to the resolutions approved by the General Meeting of Shareholders and other matters within the BOD's authority. All members of the BOD participated fully, discussed, provided input, and unanimously approved the following items:



No.	Resolutions/ Decisions No.	Date	Content	Approval rate
1	01/2024/NQ-HĐQT	February 21, 2024	Approval of plan for organizing the 2024 Annual General Meeting of Shareholders	100%
2	02/2024/NQ-HĐQT	April 23, 2024	Selection of the auditing firm for the 2024 financial statements	100%
3	03/2024/NQ-HĐQT	August 9, 2024	Some activities of the Company in the last 5 months of the year	100%
4	04/2024/NQ-HĐQT	November 12, 2024	Reappointment of the General Director	100%
5	05/2024/NQ-HĐQT	December 15, 2024	Amendment of the Information Disclosure Process	100%

#### 4. Report on transactions with related parties

- Transactions between the Company, its subsidiaries, or companies controlled by the public company with 50% or more of the charter capital, and members of the BOD and their affiliated persons: None

- Transactions between the Company and the company whose members of the BOD have been founding members or managers in the last three years prior to the transactions: None

#### 5. Activities of the Board of Directors's independent members and their evaluation of the Board of Directors' activities

The BOD has 5 members, including 1 independent member. The independent member of the BOD, who also serves as Chairman of the Audit Committee has duly fulfilled their rights and responsibilities; Directed the Audit Committee in supervising the activities of the executive management, thereby reducing the risk of abuse of power by the management and protecting the interests of shareholders.

In 2024, the independent member of the BOD assessed that all members of the BOD had fulfilled their roles correctly, demonstrated high responsibility and offered timely solutions to assist the General Director in managing the Company. All meetings of the BOD were conducted in accordance with proper procedures; all members of BOD attended the meetings and the meeting contents were carefully discussed to make appropriate decisions.

#### 6. Activities of the Audit Committee under the Board of Directors

##### a) Members and structure of the Audit Committee

The Audit Committee under the BOD consists of 2 members as follows:

- Mr Nguyen Anh Tuan – Independent member of the BOD, serving as Chairman of the Audit Committee
- Mr Nguyen Huu Truong – Non-executive member of the BOD, serving as a member of the Audit Committee

The number and qualifications of the Audit Committee members fully comply with the provisions of the law and the Company's Charter.

***b) Activities of the Audit Committee***

The Audit Committee has properly exercised its rights and duties in accordance with the law and the Company's Charter, specifically:

- Monitoring the Board of Management's implementation of the resolutions of the GMS and the BOD in 2024;
- Proposing the selection of the independent auditing company for 2024 and validating the financial statements of the Company;
- Review transactions with related parties;
- Implementing internal audit, overseeing the internal control system, and managing risks;
- Monitoring the disclosure of information.

In 2024, the Audit Committee held two meetings, with full attendance of members and unanimous approval of all matters discussed during the meetings.

**The recommendations of the Audit Committee at the meetings:**

- The Board of Management should strengthen monitoring, tracking, and urging the collection of receivables in accordance with the scheduled progress.
- The accounting department should regularly exchange professional knowledge with tax officers to correctly implement with tax regulations and avoid violations that could affect business results.

**7. Supervision results of the Board of Directors over the Board of Management and other management personnel**

***a) Achievements***

- In 2024, the Board of Management has fully performed its functions and duties in accordance with the law and the Company's Charter; adhered to the resolutions of the GMS and the BOD; maintained regular meetings to ensure timely direction;
- Through meetings of the BOD, the Board of Management reported on the production and business situation and proposed suitable solutions to the BOD to promptly address the company's challenges;
- The financial statements of the Company were completed in accordance with regulations and on time; the 2024 financial statements was fully accepted by the independent auditing company;
- Information disclosure was conducted according to the correct procedures and regulations; the company was not reprimanded or fined by any regulatory authorities.

***b) Outstanding issues***

- The production and business plan for 2024 were not fully achieved;
- There has been insufficient direction in debt collection efforts, leading to the emergence of hard-to-collect receivables, which caused the company to set aside nearly 24

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billion VND for provision, negatively impacting the company's business operations results.

- The Company was subjected to back taxes for 2023 and fined for tax administrative violations, with a total amount of nearly 4,47 billion VND.

### III. Plan of the BOD for 2025

#### 1. The business plan for 2025:

No.	Indicators	Year 2024 (VND)	Plan for 2025 (VND)	% change
1	Revenue from sales of goods and provision of services	783.143.603.491	539.860.000.000	-31,1
-	Revenue from the sale of good	712.504.155.390	528.000.000.000	-25,9
-	Revenue from real estate business	70.639.448.101	11.860.000.000	-83,2
2	Profit before tax	-14.411.657.677	3.260.000.000	n/a
3	Profit after tax	-16.033.823.730	2.608.000.000	n/a

#### 2. The plan of the BOD for 2025:

- Continuing to perform its duties and functions in accordance with the provisions of the law and the Company's Charter;

- Continuing to direct, supervise, and urge the Board of Management to implement the tasks and business targets in accordance with the Resolution of the 2025 Annual General Meeting of Shareholders.

- Strengthening forecasting activities, enhance financial capacity to ensure the company's finances are safe, efficient, and have sufficient funds to meet the capital needs for the company's operations

- Maintaining and developing current business areas while exploring and expanding new business fields that align with the company's capabilities, creating sustainable value.

Above is the Board of Directors' report at the 2025 Annual General Meeting of Shareholders.

The Board of Directors respectfully submits to the General Meeting of Shareholders for consideration and approval.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRWOMAN



ĐẠO VU THINH VAN



No.: 02/2025/BC-DHDCD

Hanoi, May 13, 2025

## **REPORT OF THE INDEPENDENT MEMBER OF THE BOARD OF DIRECTORS IN THE AUDIT COMMITTEE**

The independent member of the Board of Directors (BOD) in the Audit Committee of Tien Thanh Service and Trading Joint Stock Company reports to the General Meeting of Shareholders (GMS) on the 2024 operating results with the following key contents:

### **1. Members and tructure of the Audit Committee**

The Audit Committee consists of 2 members:

- Mr. Nguyen Anh Tuan – Independent member of the BOD is Chairman of the Audit Committee
- Mr. Nguyen Huu Truong – Non-executive member of the BOD is member of the Audit Committee

### **2. Report on the remuneration, operating expenses, and other benefits of the Audit Committee and its individual members**

- The remuneration of the Audit Committee for the year 2024: The Audit Committee received remuneration according to the Resolution of the 2024 Annual General Meeting of Shareholders.
- Operation expenses: None
- Other benefits: None

Income of members of the Audit Committee in 2024:

Full name	Position	Income (*)
Nguyen Anh Tuan	Independent member of the BOD and Chairman of the Audit Committee	97.200.000
Nguyen Huu Truong	Member of the BOD and Member of the Audit Committee	97.200.000

(\*) The income in 2024 includes the remaining remuneration of 2023 and the remuneration for 2024 (after tax deduction).

### **3. Meetings, results and recommendations of the Audit Committee**

In 2024, the Audit Committee held two meetings with the following main contents:

- Assessment of the Company's business operations in 2023, the Audit Committee's activities in 2023, and the Audit Committee's plan for 2024;
- Evaluation of the Company's operations and the Audit Committee's activities in 2024



All members attended the meetings in full and unanimously approved 100% of the discussed contents.

*Recommendations of the Audit Committee at the meetings:*

- The management should strengthen supervision, monitoring, and urging of the recovery of receivables in accordance with the planned schedule.
- The Finance and Accounting department should regularly exchange with tax officers to ensure compliance with tax regulations, avoiding penalties that could affect business performance.

**4. The results of the supervision over the financial statements, the operational and financial situation of the Company**

- The Company's financial statements are prepared in accordance with the current Vietnamese accounting standards and regulations. The financial statements accurately and fairly reflect the financial situation, business results, and cash flow of the Company.
- The selected independent auditing company ensured reliability, integrity, compliance with professional regulations, and maintained independence and objectivity when providing audit opinions and conducting audits within the required timeframe.
- The Company's operations are in compliance with its Business Registration Certificate, the provisions of law, state regulations on accounting and taxation, and disclosure requirements applicable to large-scale public companies.
- The Company's assets and equity remain sufficient to meet its business and production needs.

**5. Report on transactions between the Company, its subsidiaries, or its controlling companies and internal persons or affiliated persons**

- Transactions between the company, its subsidiaries, or companies controlled by the public company with 50% or more of the charter capital, and members of the BOD, General Director, other executives of the company, and their affiliated persons: None
- Transactions between the Company and other companies where members of the BOD, General Director, or other executives of the company have been founding members or managers of the company in the last 3 years period to the transactions: None

**6. Assessment of the Company's Internal Control System and Risk Management**

- The company's internal control activities and risk assessment are conducted in accordance with regulations, ensuring the prevention, detection, and timely handling of emerging risks.
- In 2024, the Company did not encounter any significant legal risks or any violations that could negatively affect the Company's business operations.
- The Company's investment contributions in other entities remain secure. The Board of Management closely monitors the operations of these invested entities and



regularly meets with their management to develop flexible solutions in the event of any arising risks.

**7. Supervision results of the Audit Committee over the the BOD, General Director and other executives**

- The members of the BOD have fulfilled their roles and responsibilities properly and attended all BOD meetings. These meetings were convened and conducted in accordance with the prescribed procedures. The contents of the meetings were reported, debated, and adopted based on principles of transparency, equity, and unanimous agreement among the members. All decisions and directions strictly adhered to the Resolutions of the GMS and the authority of the BOD.
- The Board of Management has managed and directly instructed managerial staff to implement the Company's business and production activities according to the plan approved by the GMS and in compliance with the BOD's Resolutions.
- Through its supervisory activities in 2024, the Audit Committee did not detect any irregularities in the operations of the BOD, the Board of Management and other management personnel of the Company. The Audit Committee believed that the BOD's members, the Board of Management, and other management personnel have coordinated effectively and worked in unity to fulfill their duties, ensuring that all Company activities comply with applicable laws, the Charter, and internal regulations.
- The Audit Committee did not receive any complaints or feedback from shareholders or employees regarding misconduct by the BOD, the Board of Management, or other management personnel during the performance of their duties.

**8. Assessment of the coordination between the Audit Committee, the Board of Directors, the General Director, and Shareholders**

The Audit Committee has received strong coordination and favorable support from the Board of Directors, the Board of Management, and the Company's specialized departments. The Board of Directors and the Board of Management have also provided complete and timely documentation and information, facilitating the Audit Committee's supervisory and control activities.

The above is the Report of the Independent Member of the BOD in the Audit Committee. Respectfully submitted to the GMS for consideration and approval.

**INDEPENDENT MEMBER OF THE BOARD OF  
DIRECTORS IN THE AUDIT COMMITTEE**



**NGUYEN ANH TUAN**



No.: 01/2025/TTr-DHDCD

Hanoi, May 13, 2025

**PROPOSAL TO**  
**THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**  
*(Re: Approval of the 2024 audited financial statements)*

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Charter on organization and operation of Tien Thanh Service and Trading Joint Stock Company;
- Pursuant to the 2024 audited financial statements of Tien Thanh Service and Trading Joint Stock Company.

The Board of Directors of Tien Thanh Service and Trading Joint Stock Company respectfully submits to the General Meeting of Shareholders (GMS) for approval the 2024 audited financial statements, which were audited by Nhan Tam Viet Auditing Company Limited, and received an unqualified opinion.

The audited financial statements for the year 2024 consist of 6 main parts:

- Report of the Board of Management;
- Auditor's report;
- Balance sheet as of December 31, 2024;
- Income statement for the year 2024;
- Cash flow statement for the year 2024;
- Notes to the financial statements for the year 2024.

Some key indicators of the 2024 audited financial statements are as follows:

Indicator	Year 2024 (VND)
Current assets	611.357.127.191
Long-term assets	33.727.434.889
<b>Total assets</b>	<b>645.084.562.080</b>
Liabilities	235.013.452.596
Owner's equity	410.071.109.484
<b>Total resources</b>	<b>645.084.562.080</b>
<b>Net revenue</b>	<b>783.143.603.491</b>
Profit before tax	-14.411.657.677
<b>Profit after tax</b>	<b>-16.033.823.730</b>

The 2024 audited financial statements have been disclosed in accordance with regulations and are available on the Company's website: [tienthanhjsc.vn](http://tienthanhjsc.vn) (Shareholders relation – Financial statements)

Respectfully submitted to the GMS for consideration and approval.

**ON BEHALF OF THE BOARD OF DIRECTORS**  
**CHAIRWOMAN**



**Dao Vu Thinh Van**

No: 02/2025/TTr-DHDCD

Hanoi, May ....., 2025

**PROPOSAL TO**  
**THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**  
*(Re: The business plan for 2025)*

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Charter on organization and operation of Tien Thanh Service and Trading Joint Stock Company.

The Board of Directors of Tien Thanh Service and Trading Joint Stock Company respectfully submits the business plan for 2025 to the General Meeting of Shareholders (GMS) for approval, as follows:

No.	Indicators	Year 2024 (VND)	Plan for 2025 (VND)	% change
1	Revenue from sales of goods and provision of services	783.143.603.491	539.860.000.000	-31,1
-	Revenue from the sale of good	712.504.155.390	528.000.000.000	-25,9
-	Revenue from real estate business	70.639.448.101	11.860.000.000	-83,2
2	Profit before tax	-14.411.657.677	3.260.000.000	n/a
3	Profit after tax	-16.033.823.730	2.608.000.000	n/a

**Basic for developing the plan:**

✓ *Trading activities:*

In 2024, the Company maintained stable and effective trading activities (primarily involving industrial plastic products and construction steel). However, since the end of 2024, a slowdown in industrial production activities and construction projects has led to a decrease in demand for the products currently offered by the Company. Increasing competition in supply sources and rising logistics costs (transportation and warehousing) have resulted in a narrowing of the Company's profit margins. Additionally, extended debt collection periods have increased the Company's capital pressure. In light of these developments, the Company has decided to revise its business plan downward to ensure operational efficiency and maintain liquidity.

✓ *Real estate business activities:*

The supermarket, office, and residential complex project at plot CT-08C, Viet Hung Urban Area, Duc Giang Ward, Long Bien District has handed over 182 out of 182 apartments and 18 out of 22 commercial service units. Currently, only 4 commercial service units remain available, so revenue from the real estate business activities in 2025 is expected to reach 11,86 billion VND.

Respectfully submitted to the GMS for consideration and approval.

**ON BEHALF OF THE BOARD OF DIRECTORS**  
**CHAIRWOMAN**



**Đào Vũ Thịnh Văn**



**PROPOSAL TO**  
**THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**  
*(Re: Distribution of accumulated after-tax profit as of December 31, 2024)*

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Charter on organization and operation of Tien Thanh Service and Trading Joint Stock Company;
- Pursuant to the 2024 audited financial statements of Tien Thanh Service and Trading Joint Stock Company.

The Board of Directors of Tien Thanh Service and Trading Joint Stock Company respectfully submits to the General Meeting of Shareholders for approval the distribution of accumulated after-tax profit as of December 31, 2024, as follows:

No.	Indicators	Value (VND)
<b>I</b>	<b>Undistributed after-tax profit as of December 31, 2024</b>	<b>27.927.818.980</b>
1	Undistributed after-tax profit accumulated as of the end of the previous period	43.961.642.710
2	Undistributed after-tax profit as of this period	-16.033.823.730
<b>II</b>	<b>Remuneration for members of the Board of Directors for the year 2025</b>	<b>456.000.000</b>
<b>III</b>	<b>Undistributed after-tax profit retained for the following year</b>	<b>27.471.818.980</b>

Respectfully submitted to the General Meeting of Shareholders for consideration and approval.

**ON BEHALF OF THE BOARD OF DIRECTORS**

**CHAIRWOMAN**



**Đào Vu Thinh Van**

No.: 04/2025/TTr-DHDCD

Hanoi, May 13, 2025

**PROPOSAL TO**  
**THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**  
*(V/v: Remuneration payment to the Board of Directors and the Audit Committee)*

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to Charter on organization and operation of Tien Thanh Service and Trading Joint Stock Company;
- Pursuant to the Resolutions of the Annual General Meeting of Shareholders for 2023 and 2024 of Tien Thanh Service and Trading Joint Stock Company.

The Board of Directors (BOD) of Tien Thanh Service and Trading Joint Stock Company respectfully submits to the General Meeting of Shareholders for approval the report on remuneration payment to the BOD and the Audit Committee in 2024, as well as the remuneration plan for the BOD and the Audit Committee for the year 2025 as follows:

**1. Report on remuneration payment in 2024:**

The Company paid remuneration to the members of the BOD and the Audit Committee through the end of 2024, in accordance with the remuneration levels approved by the General Meeting of Shareholders.

**2. Remuneration plan for the year 2025:**

Position	Remuneration (VND per month)
Chairperson of the BOD	10.000.000
Member of the BOD, Member of the BOD who also Chairperson or member of the Audit Committee	7.000.000

Remuneration will be paid monthly or quarterly or at the end of the fiscal year.

Respectfully submitted to the GMS for consideration and approval.

**ON BEHALF OF THE BOARD OF DIRECTORS**  
**CHAIRWOMAN**



**Đào Vũ Thịnh Van**



**TIEN THANH SERVICE AND  
TRADING JOINT STOCK COMPANY**

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No.: 05/2025/TTr-DHD CD

Hanoi, May 13, 2025

**PROPOSAL TO  
THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**  
*(Re: Selection of an independent auditing firm for the year 2025)*

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Charter on organization and operation of Lap Phuong Thanh Production and Trading Joint Stock Company.

The Board of Directors of Tien Thanh Service and Trading Joint Stock Company respectfully submits to the General Meeting of Shareholders for approval the selection of an independent auditing firm for the year 2025 as follows:

“Authorize the Board of Directors to select an auditing firm from the list of firms approved by the State Securities Commission to audit public interest entities in the securities sector in 2025, for the review of the Company’s semi-annual financial statements and the audit of the financial statements for the year 2025”

The Board of Directors will base its selection on the competitive fee proposal and the reputation of the auditing firm.

Respectfully submitted to the GMS for consideration and approval.

**ON BEHALF OF THE BOARD OF DIRECTORS  
CHAIRWOMAN**



**Dao Vu Thinh Van**

No.: 01/2025/NQ-DHDCD

Lao Cai, June 13, 2025

## **DRAFT RESOLUTION**

### **THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS OF TIEN THANH SERVICE AND TRADING JOINT STOCK COMPANY**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Charter on organization and operation of Tien Thanh Service and Trading Joint Stock Company ;
- Based on the voting results at the 2025 Annual General Meeting of Shareholders of Tien Thanh Service and Trading Joint Stock Company;
- Pursuant to the Minutes of the 2025 Annual General Meeting of Shareholders of Tien Thanh Service and Trading Joint Stock Company.

### **RESOLVED:**

**Article 1: To approve the report of the Board of Directors (BOD)** (attached Report No. 01/2025/BC-DHDCD).

**Article 2: To approve the report of the independent member of the BOD in the Audit Committee** (attached Report No. 02/2025/BC-DHDCD).

**Article 3: To approve the 2024 audited financial statements** (attached Proposal No. 01/2025/TTr-DHDCD).

**Article 4: To approve the business plan for 2025** (attached Proposal No. 02/2025/TTr-DHDCD). The main contents are follows:

No.	Indicators	Year 2024 (VND)	Plan for 2025 (VND)	% change
1	Revenue from sales of goods and provision of services	783.143.603.491	539.860.000.000	-31,1
-	Revenue from the sale of good	712.504.155.390	528.000.000.000	-25,9
-	Revenue from real estate business	70.639.448.101	11.860.000.000	-83,2
2	Profit before tax	-14.411.657.677	3.260.000.000	n/a
3	Profit after tax	-16.033.823.730	2.608.000.000	n/a

**Article 5: To approve distribution of accumulated after-tax profit as of December 31, 2024** (attached Proposal No. 03/2025/TTr-DHDCD). The main contents are follows:

No.	Indicators	Value (VND)
I	Undistributed after-tax profit as of December 31, 2024	27.927.818.980
1	Undistributed after-tax profit accumulated as of the end of the previous period	43.961.642.710





2	Undistributed after-tax profit as of this period	-16.033.823.730
II	Remuneration for members of the Board of Directors for the year 2025	456.000.000
III	Undistributed after-tax profit retained for the following year	27.471.818.980

**Article 6: To approve remuneration payment to the BOD and the Audit Committee** (attached Proposal No. 04/2025/TTr-DHDCD). This includes the remuneration payment plan for the year 2025:

Position	Remuneration (VND per month)
Chairperson of the BOD	10.000.000
Member of the BOD, Member of the BOD who also Chairperson or member of the Audit Committee	7.000.000

Remuneration will be paid monthly or quarterly or at the end of the fiscal year.

**Article 7: To approve selection of an independent auditing firm for the year 2025** (attached Proposal No. 05/2025/TTr-DHDCD). The main contents are follows:

“Authorize the Board of Directors to select an auditing firm from the list of firms approved by the State Securities Commission to audit public interest entities in the securities sector in 2025, for the review of the Company’s semi-annual financial statements and the audit of the financial statements for the year 2025”.

**Article 8: Enforcement provision**

1. This resolution was unanimously approved by 100% of the shareholders attending the 2025 Annual General Meeting of Shareholders and shall take effect from the date of its approval.
2. The members of the Board of Directors, the Audit Committee, the Board of Management, relevant departments/divisions, and all shareholders of Tien Thanh Service and Trading Joint Stock Company shall be responsible for implementing this resolution and organizing its execution within the scope of their respective authority and functions, in accordance with applicable laws and the Company’s Charter

**ON BEHALF OF THE GENERAL  
MEETING OF SHAREHOLDERS**

**CHAIRPERSON**



**ĐÀO VU THINH VAN**

**THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

**TIỆN THÀNH SERVICE AND TRADING JOINT STOCK COMPANY**



**VOTING CARD**

**Full name: ...**

**Code: ● ● ● ●**

**Number of votes: ...**



TIEN THANH SERVICE AND TRADING  
JOINT STOCK COMPANY

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**VOTING FORM**  
**AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

Code: ...

Name of shareholder/authorized representative : ...

Number of shares with voting rights : ... shares

Number of votes : ... votes

**Voting items:**

1	<b>Approval of the Report of the Board of Directors</b>		
	<input type="checkbox"/> Approve	<input type="checkbox"/> Disapprove	<input type="checkbox"/> No opinion
2	<b>Approval of the Report of independent number of the Board of Directors in the Audit Committee</b>		
	<input type="checkbox"/> Approve	<input type="checkbox"/> Disapprove	<input type="checkbox"/> No opinion
3	<b>Approval of the 2024 audited financial statements</b>		
	<input type="checkbox"/> Approve	<input type="checkbox"/> Disapprove	<input type="checkbox"/> No opinion
4	<b>Approval of the proposal on the 2025 business plan</b>		
	<input type="checkbox"/> Approve	<input type="checkbox"/> Disapprove	<input type="checkbox"/> No opinion
5	<b>Approval of the proposal on the distribution of accumulated after-tax profit as of December 31, 2024</b>		
	<input type="checkbox"/> Approve	<input type="checkbox"/> Disapprove	<input type="checkbox"/> No opinion
6	<b>Approval of the proposal on the remuneration payment to the Board of Directors and the Audit Committee</b>		
	<input type="checkbox"/> Approve	<input type="checkbox"/> Disapprove	<input type="checkbox"/> No opinion
7	<b>Approval of the proposal on the selection of the independent auditing firm for the year 2025</b>		
	<input type="checkbox"/> Approve	<input type="checkbox"/> Disapprove	<input type="checkbox"/> No opinion

**Shareholder/Authorized representative**  
(Signature, full name)

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**POWER OF ATTORNEY**

**To: Tien Thanh Service and Trading Joint Stock Company**

**Authorizing party:**

Name of shareholders: .....

ID card/Passport/Business Registration No: ..... issued on: .....

At: .....

Legal representative (for an organization): .....

Address: .....

Telephone: .....

Legal representative (for an organization): ..... shares

**Authorized party:**

Mr/Ms: .....

ID Card No ..... issued on: .....

At: .....

Address: .....

Number of shares authorized: ..... shares

**(Or)**

Mrs <b>Dao Vu Thinh Van</b> – Chairwoman of the Board of Directors of Tien Thanh Service and Trading Joint Stock Company. Number of shares authorized: ..... shares	(mark the box) <input type="checkbox"/>
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**CONTENT OF AUTHORIZATION:**

- Authorized party is authorized to attend, discuss, and vote on all matters at the 2025 Annual General Meeting of Shareholders of Tien Thanh Service and Trading Joint Stock Company on behalf of the Authorizing party.

- This power of attorney is only valid for the 2025 Annual General Meeting of Shareholders. The authorized party is not permitted to further delegate the authority to another person.

- Authorizing party takes absolute legal responsibility for this authorization and commits to no subsequent complaints.

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

**AUTHORIZED PARTY**

(Signature, full name )

**AUTHORIZING PARTY**

(Signature, full name, seal if any)

**Ghi chú:**

▪ Mỗi cổ đông chỉ được ủy quyền cho một người khác, ngoại trừ cổ đông là tổ chức thì được ủy quyền theo quy định tại Điều 15 Luật doanh nghiệp số 59/2020/QH14 ngày 17/06/2020.