

## Appendix V

### REPORT ON CORPORATE GOVERNANCE

(Promulgated with the Circular No 96/2020/TT-BTC on November 16, 2020 of the Minister of Finance)

PETRO VIETNAM CONSTRUCTION JOINT  
STOCK CORPORATION  
Petroleum Pipeline and Tank Construction  
Joint Stock Company  
-----

**SOCIALIST REPUBLIC OF VIETNAM**  
**Independence - Freedom – Happiness**  
-----

No: 20/BC-HDQT

Vung Tau, January, 2024

### REPORT ON CORPORATE GOVERNANCE (year 2024)

To: - State Securities Commission;  
- Ha Noi Stock Exchange.

- Name of company: Petroleum Pipeline and Tank Construction Joint Stock Company
- Address of headoffice: 35G, 30/4 Street, Ward 9, Vung Tau City
- Telephone: (0254) 3835888 Fax: (0254) 3835884 Email: info@dobc.vn
- Charter capital: VND 200.000.000.000
- Stock stock: PXT
- Governance model:
  - + General Meeting of Shareholders, Board of Directors, Board of Supervisors, Director.
- The implementation of internal audit: Not yet implemented.

#### I. Activities of the General Meeting of Shareholders

Information on meetings, resolutions and decisions of the General Meeting of Shareholders (including the resolutions of the General Meeting of Shareholders approved in the form of written comments):

No.	Resolution/Decision No.	Date	Content
1	01/NQ-ĐHĐCĐ	21/5/2024	Resolution of the 2024 Annual General Meeting of Shareholders

#### II. Board of Directors (annual report):

1. Information about the members of the Board of Directors:

No.	Board of Directors' members	Position (Independent members of the	The date becoming/ceasing to be the member of the Board of Directors
-----	-----------------------------	--------------------------------------	--

		<b>Board of Directors, Non-executive members of the Board of Directors)</b>	<b>Date of appointment</b>	<b>Date of dismissal</b>
1	Ho Sy Hoang	Chairman of the Board	29/11/2022	
2	Le Hung	Independent member of BOD	19/7/2022	21/05/2024
3	Tran Vu Phuong	Members of the Board of Directors	28/4/2023	21/05/2024
4	Pham Van Thu	Members of the Board of Directors	21/05/2024	
5	Hoang Ngoc Trieu	Independent member of BOD	21/05/2024	

2. Meetings of the Board of Directors:

No.	<b>Board of Director' member</b>	<b>Number of meetings attended by Board of Directors</b>	<b>Attendance rate</b>	<b>Reasons for absence</b>
1	Ho Sy Hoang	09/09	100%	
2	Le Hung	03/09	33,33%	Dismissed on May 21, 2024
3	Tran Vu Phuong	03/09	33,33%	Dismissed on May 21, 2024
4	Pham Van Thu	06/09	66,66%	Appointed on May 21, 2024
5	Hoang Ngoc Trieu	06/09	66,66%	Appointed on May 21, 2024

3. Supervising the Board of Management by the Board of Directors:

- The Board of Directors has properly performed the functions and powers of the Board of Directors as stipulated in the Company Charter, the Board of Directors' Operating Regulations; monitored, inspected and supervised the Board of Directors in fully implementing the contents of the resolutions and decisions of the Board of Directors, and resolutions of the General Meeting of Shareholders;

- The Board of Directors monitored and grasped the process of operating production and business activities, attended and gave opinions in periodic meetings and other meetings of the Board of Directors; approved the reports and documents of the Board of Directors sent to the Board of Directors.

- The Board of Directors coordinated with the Supervisory Board to inspect and supervise the production and business activities and management work of the Company.

4. Activities of the Board of Directors' subcommittees (If any): None

5. Decisions of the Board of Directors (annual report):

No.	<b>Resolution/Decision No.</b>	<b>Date</b>	<b>Content</b>	<b>Approval rate</b>
-----	------------------------------------	-------------	----------------	--------------------------



1	02/NQ-HĐQT	12/01/2024	Personnel work (Mr Pham Van Thu ceased to hold the position of Director of Construction Enterprise No.2 brand)	100%
2	04/NQ-HĐQT	22/01/2024	Approval of personal loan to pay tax debt to BRVT Province Tax Department	100%
3	05/NQ-HĐQT	05/02/2024	Approval of appointment of officer to hold the position of Director of construction Enterprise No.2 brand	100%
4	07/NQ-HĐQT	08/03/2024	Personnel work (Mr Nguyen Que ceased to hold the position of Head of Administrative Organization Department)	100%
5	08/NQ-HĐQT	01/04/2024	Approval of the appointment of officers to hold the position of Head of Administrative Organization Department	100%
6	09/NQ-HĐQT	03/04/2024	Extension of time and plan to organize the 2024 Annual General Meeting of Shareholders	100%
7	12/NQ-HĐQT	13/05/2024	Approval of documents submitted to the 2024 Annual General Meeting of Shareholders	100%
8	14/NQ-HĐQT	17/05/2024	Approval of nomination of candidates for election as members of the Board of Directors	100%
9	15/NQ-HĐQT	28/05/2024	Finalize management expenses for 2023 and management expense plan for 2024 expense for 2024	100%
10	16/NQ-HĐQT	10/06/2024	Through receiving credit and collateral at Vietnam Maritime Commercial Joint Stock Bank – Vung Tau Branch	100%
11	18/NQ-HĐQT	16/08/2024	Through receiving credit and collateral at Loc Phat Vietnam Commercial Joint Stock Bank - Vung Tau Branch	100%
12	19/NQ-HĐQT	05/09/2024	Evaluate the implementation of the production and business plan for the first 9 months of the year, orientation and tasks for the last 3 months of 2024 and some other tasks.	100%
<b>II- DECISIONS:</b>				
1	06/QĐ-HĐQT	11/01/2024	Appointment of Director of DOBC Company	100%
2	07/QĐ-HĐQT	03/04/2023	Establishing the Organizing Committee of the 2024 Annual General Meeting of Shareholders	100%
3	08/QĐ-HĐQT	22/04/2024	Amendment and supplement to the Regulations on salary and bonus payment	100%
4	10/QĐ-HĐQT	08/05/2024	Establishment of the Committee for examining the qualifications of delegates to attend the 2024 Annual General Meeting of Shareholders	100%
5	11/QĐ-HĐQT	23/05/2024	Assign tasks to members of the Board of Directors	100%
6	12/QĐ-HĐQT	04/06/2024	Approval of the audit service provider to review the Interim Report and audit the financial statements for the accounting period ending December 31, 2024	100%
7	15/QĐ-HĐQT	12/08/2024	Approve and promulgate the Information Disclosure Regulations	100%
8	18/QĐ-HĐQT	05/09/2024	Approve and promulgate the Salary Regulations	100%
9	21/QĐ-HĐQT	27/09/2024	Approve adjustment of salary coefficient for position	100%
10	23/QĐ-HĐQT	30/12/2024	Approval of the service provider for annual information disclosure consulting on the	100%

			stock market.	
--	--	--	---------------	--

### III. Board of Supervisors (annual report):

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

No.	Members of Board of Supervisors	Position	The date becoming/ceasing to be the member of the Board of Supervisors	Qualification
1	Nguyen Thi Phuong	Head of BOS	Appointed June 30, 2021	Intermediate accounting, maritime economics engineer
2	Vu Thi Cham	Member of BOS	Appointed July 19, 2022	Bachelor of economics
3	Nguyen Mau Tho	Member of BOS	Dismissed on 21/05/2024	Bachelor of Science, Bachelor of economics – major in finance and accounting of enterprises
4	Le Trung Can	Member of BOS	Appointed on 21/05/2024	Mechanical engineer

#### 2. Meetings of Board of Supervisors

No.	Members of Board of Supervisors	Number of meetings attended	Attendance rate	Voting rate	Reasons for absence
1	Nguyen Thi Phuong	4/4	100%	100%	
2	Vu Thi Cham	4/4	100%	100%	
3	Nguyen Mau Tho	1/4	25%	25%	Dismissed on 21/05/2024
4	Le Trung Can	3/4	75%	75%	Dismissed on 21/05/2024

#### 3. Supervising Board of Directors, Board of Management and shareholders by Board of Supervisors or Audit Committee:

- The activities of the Board of Supervisors comply with the provisions of the Company Charter and the Law on Enterprises, always ensuring honesty and objectivity;

- Supervise the implementation of the 2024 General Meeting of Shareholders' resolutions and resolutions and decisions issued by the Board of Directors of the Corporation and DOBC.

- Inspect and supervise the preparation of Inventory Reports and Quarterly/Annual Financial Statements to ensure compliance with current Vietnamese accounting standards and financial policies. ;

- Inspect compliance with and implementation of the Company's issued regulations and policies; provide recommendations for amendments and supplements to internal management regulations that are no longer appropriate.;



- Regularly participate in meetings with the Board of Directors and the Board of Management;

- Review, inspect, and assess the effectiveness and efficiency of the internal control system and risk management, and provide early warnings..

*a. Results of monitoring the activities of the Board of Directors*

- Resolutions and decisions issued by the Board of Directors comply with legal regulations, the Company's Charter, and are aligned with the resolutions of the General Meeting of Shareholders;

- The Board of Directors has supervised the Board of Directors in performing the tasks approved by the General Meeting of Shareholders. Resolutions and decisions of the Board of Directors have been implemented by the Board of Directors in a timely and effective manner.

The Board of Directors performed its functions and tasks correctly, in accordance with the regulations, in accordance with the Law on Enterprises and the Company's Charter.

*b. Monitoring results for operations of the Board of Management*

- The Board of Directors has closely **adhered** and promptly implemented the resolutions of the Board of Directors and the instructions of PetroCons Corporation;

- The Board of Management regularly conducts monthly briefing meetings, focusing on addressing challenges and obstacles in management and operationstion;

- The Board of Management closely monitors projects and works, providing timely directions to ensure progress and quality;

- The Board of Management has effectively managed and operated business activities, implementing timely solutions to enhance operations, improve management, and reduce costs..

c. For shareholders: Information regarding the Company's business activities is fully disclosed and promptly published on the website [www.dobc.vn](http://www.dobc.vn)..

**4. The coordination among the Board of Supervisors, the Board of Management, Board of Directors and other managers:**

- The coordination and information exchange between the Supervisory Board and the Board of Directors and the Board of Management are maintained regularly through various forms of meetings, direct exchanges, documents and emails (E-office).

- In the Board of Management briefing meetings or regular/extraordinary meetings of the Board of Directors, the Supervisory Board is always present to improve the quality and independence of the control activities. In these meetings, the Supervisory Board has provided comments within the scope of the functions and powers of the Supervisory Board.

- The Board of Directors and the Board of Management have coordinated and created conditions for the Supervisory Board to perform its functions and tasks according to regulations; provided full information and documents related to the Company's production and business activities when requested by the Supervisory Board.

**5. Other activities of the Board of Supervisors (if any):** None

**IV. Board of Management**

No.	Members of Board of Management	Position	Qualification	Date of appointment / dismissal of members of the Board of Management
1	Pham Van Thu	Director	mechanical engineering	Appointed 11/01/2024
2	Mai Dinh Bao	Deputy director	Financial accounting	Appointed 21/01/2011
3	Huynh Dinh Viet	Deputy director	Electrical Engineer	Appointed 14/02/2022

#### V. Chief Accountant

Name	Position	Qualification	Date of appointment/ dismissal
Dam Quang Hung	Accounting Practitioner	Intermediate Accounting, Marine Transportation Economics Engineer, Chief Accountant Training Certificate	Appointed 07/2021

#### VI. Training courses on corporate governance:

Most of the members of the Board of Directors, members of the Board of Supervisors, Board of Management, and other managers have experience or training in corporate governance/business administration at the time of election/or appointment.

#### VII. The list of affiliated persons of the public company (annual report) and transactions of affiliated persons of the Company

1. The list of affiliated persons of the Company: *(See attached Appendix No.1)*
2. Transactions between the Company and its affiliated persons or between the Company and its major shareholders, internal persons and affiliated persons. None
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. Transactions between the Company and other objects:
  - 4.1. Transactions between the Company and the company that its members of Board of Management, the Board of Supervisors, Director (General Director) have been founding members or members of Board of Directors, or CEOs in three (03) latest years (calculated at the time of reporting): *None*
  - 4.2. Transactions between the Company and the company that its affiliated persons with members of Board of Directors, Board of Supervisors, Director (General Director) and other managers as a member of Board of Directors, Director (General Director or CEO): *None*



4.3. Other transactions of the Company (if any) may bring material or non- material benefits for members of Board of Directors, members of the Board of Supervisors, Director (General Director) and other managers: *None*

**VIII. Share transactions of internal persons and their affiliated persons (annual report)**

1. The list of internal persons and their affiliated persons/ Transactions of internal persons and affiliated persons with shares of the Company (*See attached Appendix No.2*)

2. Transactions of internal persons and affiliated persons with shares of the company: *None*

**IX. Other significant issues: *None***

***Recipients:***

- As above;
- BOD, BOS, BOM (for information);
- Archived: Document storage.



**CHAIRMAN OF THE BOARD OF DIRECTORS**

*(Sign, full name and seal)*



**Hồ Sỹ Hoàng**



**APPENDIX 1**  
**LIST OF RELATED PEOPLE OF THE COMPANY**

Order	Name of organization/ individuals	Securities trading account (if any)	Position at the company (if any)	Paper number NSH, ID Passport number, date of issue and place of issue	Head office address / Contact address	The time to start is the relevant person	The moment is no longer a related person	Reason	Relationship with the Company
I	PETRO VIETNAM CONSTRUCTION JOINT STOCK CORPORATION					16/11/2009			Parent company
<b>II. Board of Director</b>									
1	Ho Sy Hoang		Chairman of the Board of Director			29/11/2022			Internal people
2	Tran Vu Phuong		Member of the Board of Director			28/4/2023	5/21/2024	Dismissal at personal request	Internal people
3	Le Hung		Independent member of the Board of Director			19/7/2022	5/21/2024	Dismissal at personal request	Internal people
4	Pham Van Thu		Member of the Board of Director			5/21/2024			Internal people
5	Hoang Ngoc Trieu		Independent member of the Board of Director			5/21/2024			Internal people
<b>III. Executive Board</b>									
1	Pham Van Thu		Director			1/11/2024			Internal people





Order	Name of organization/ individuals	Securities trading account (if any)	Position at the company (if any)	Paper number NSH, ID Passport number, date of issue and place of issue	Head office address / Contact address	The time to start is the relevant person	The moment is no longer a related person	Reason	Relationship with the Company
2	Mai Dinh Bao		Deputy Director, authorized person to disclose information			21/01/2011			Internal people
3	Huynh Dinh Viet		Deputy director			14/02/2022			Internal people
<b>IV. Board of Supervisor</b>									
1	Nguyen Thi Phuong		Head of the board of supervisor			30/6/2021			Internal people
2	Nguyen Mau Tho		Member of the board of supervisor			16/06/2020	5/21/2024	Dismissal at personal request	Internal people
3	Vu Thi Cham		Member of the board of supervisor			19/7/2022			Internal people
4	Le Trung Can		Member of the board of supervisor			5/21/2024			Internal people
<b>V. In charge of finance and accounting</b>									
1	Dam Quang Hung		Head of finance and accounting department			5/7/2021			Internal people
<b>VI. The corporate governance officer</b>									
1	Dang Quyet Thang		Corporate governance officer			10/31/2023			Internal people



**APPENDIX 2**  
**LIST OF INTERNAL AND RELATED PERSONS OF INTERNAL PEOPLE**

Order	Full name	Securities trading account (if any)	Position at the company (if any)	ID / Passport number, date of issue and place of issue	Contact adress	Number of shares owned at the end of the period	End of stock ownership	Note
<b>I/ Person related to the member of the board of directors:</b>								
1	Ho Sy Hoang		Chairman of the Board of Director					
	<i>Petro Vietnam construction joint stock corporation</i>					10.200.000	51,00	<i>Mr. Ho Sy Hoang represents the capital of Petro Vietnam construction joint stock corporation with 6.2 million shares, 31% ratio.</i>
1.1	Ho Sy Duc					0		Father
1.2	Le Thi Long					0		Mother
1.3	Le Duy Chinh					0		Father in law (died)



Order	Full name	Securities trading account (if any)	Position at the company (if any)	ID / Passport number, date of issue and place of issue	Contact address	Number of shares owned at the end of the period	End of stock ownership	Note
1.4	Le Thi Phuong					0		Wife
1.5	Ho Sy Hoang Son					0		Son
1.6	Ho Sy Hoang Hai					0		Son
1.7	Ho Sy Huy					0		Brother
1.8	Ho Sy Hiep					0		Little brother
1.9	Dang Thi Thanh					0		Sister in law
1.10	Vo Thi Anh					0		Sister in law
2	<b>Pham Van Thu</b>		<b>Member of the Board of Director</b>			0		

Order	Full name	Securities trading account (if any)	Position at the company (if any)	ID / Passport number, date of issue and place of issue	Contact address	Number of shares owned at the end of the period	End of stock ownership	Note
	<i>Petro Vietnam construction joint stock corporation</i>					10.200.000	51,00	<i>Mr. Pham Van Thu represents the capital of Petro Vietnam construction joint stock corporation with 4 million shares, 20% ratio.</i>
2,1	Pham Dung Quy					0		Son
2,2	Pham Van Chien					0		Father
2,3	Ngo Thi Hanh					0		Mother
3	Hoang Ngoc Trieu		<b>Independent member of the Board of Director</b>			0		
3.1	Tran Thi Thu Huong					0		Mother



Order	Full name	Securities trading account (if any)	Position at the company (if any)	ID / Passport number, date of issue and place of issue	Contact address	Number of shares owned at the end of the period	End of stock ownership	Note
3.2	Phan Thi Hang					0		Wife
3.3	Hoang Thi Ngoc Truyen					0		Little sister
3.4	Nguyen Van Huu					0		Brother in law
3.5	Hoang Ngoc Truong					0		Little brother
3.6	Tran Thi Ngoc Thien					0		Sister in law
3.7	Hoang Minh Quan					0		Son
3.8	Hoang Anh Tuan					0		Con

**II- Person related to the member of the Executive board:**

Order	Full name	Securities trading account (if any)	Position at the company (if any)	ID / Passport number, date of issue and place of issue	Contact address	Number of shares owned at the end of the period	End of stock ownership	Note
1	Pham Van Thu		Director			0		
1,1	Pham Dung Quy					0		Son
1,2	Pham Van Chien							Father
13	Ngo Thi Hanh					0		Mother
2	Mai Dinh Bao		Deputy Director, authorized person to disclose information			0		
2,1	Duong Thi Diem Thuy					0		Wife
2,2	Mai Duong Diem My					0		Daughter
2,3	Mai Diem Phuong					0		Daughter
2,4	Mai Duong Bao Ngoc					0		Daughter
2,5	Mai Dinh Xuan					0		Father
2,6	Nguyen Thi Di					0		Mother (died)



Order	Full name	Securities trading account (if any)	Position at the company (if any)	ID / Passport number, date of issue and place of issue	Contact address	Number of shares owned at the end of the period	End of stock ownership	Note
2,7	Mai Thi Thu					0		Sister
2,8	Mai Thi Thu Ha					0		Sister
2,9	Mai Dinh Van					0		Sister
2,1	Mai Thi Chi Lien					0		Sister
2,11	Mai Thi Ha Tien					0		Sister
2,12	Mai Phuong Trang					0		Sister
2,13	Duong Van Nhac					0		Father in law
2,14	Nguyen Thi Dam					0		Father in law
<b>3</b>	<b>Huynh Dinh Viet</b>		<b>Deputy Director</b>			0		
3,1	Dang Thi Vinh					0		Wife
3,2	Huynh Dang Minh Quan					0		Daughter
3,3	Huynh Dinh Minh Long					0		Son
3,4	Huynh Nam					0		Father

Order	Full name	Securities trading account (if any)	Position at the company (if any)	ID / Passport number, date of issue and place of issue	Contact address	Number of shares owned at the end of the period	End of stock ownership	Note
3,5	Vo Thi Lam					0		Mother
3,6	Huynh Thi Linh					0		Sister
3,7	Huynh Thi Loan					0		Sister
3,8	Huynh Dinh Vuong					0		Brother

**III- Person related to the member of the Board of Supervisor:**

1	Nguyen Thi Phuong		Head of the board of supervisor			0		
1.1	Tran Dai Nghia					0		Husband
1.2	Tran Nguyen Lan Anh					0		Daughter
1.3	Tran Anh Tuan					0		Son
1.4	Nguyen The Thanh					0		Father
1.5	Nguyen Thi Tai					0		Mother
1.6	Nguyen The Hai					0		Brother



Order	Full name	Securities trading account (if any)	Position at the company (if any)	ID / Passport number, date of issue and place of issue	Contact address	Number of shares owned at the end of the period	End of stock ownership	Note
1.7	Nguyen The Hung					0		Brother
1.8	Nguyen The Bao					0		Brother
1.9	Nguyen The Chung					0		Brother
<b>2</b>	<b>Vu Thi Cham</b>		<b>TV BKS</b>			2000	0,001	
2,1	Nguyen Kieu Hung					0		Husband
2,2	Nguyen Vu Tram Anh					0		Daughter
2,3	Nguyen Vu Minh Anh					0		Daughter
2,4	Vu Thi Thanh					0		Mother
2,5	Vu Thi Luot					0		Sister
2,6	Vu Van Duan					0		Brother
2,7	Dao Thi Kieu					0		Mother in law
2,8	Nguyen Thi Kieu Oanh					0		Sister in law

35  
CỔ  
CỔ  
LÀ  
3 B  
DÃ  
T.

Order	Full name	Securities trading account (if any)	Position at the company (if any)	ID / Passport number, date of issue and place of issue	Contact address	Number of shares owned at the end of the period	End of stock ownership	Note
3	Le Trung Can		Member of the board of supervisor			0		
3,1	Le Van Tu					0		Father
3,2	Cao Thi Luong					0		Mother
3,3	Mai Van Hiep					0		Father in law
3,4	Tran Phuong Lan					0		Mother in law
3,5	Mai Truc Linh					0		Wife
3,6	Le Mai Bao Ngoc					0		Daughter

Order	Full name	Securities trading account (if any)	Position at the company (if any)	ID / Passport number, date of issue and place of issue	Contact address	Number of shares owned at the end of the period	End of stock ownership	Note
3,7	Le Mai Bao Tran					0		Daughter
3,8	Le Huu Quyen					0		Brother
3,9	Le Trung Dong					0		Brother
3,1	Nguyen Thi Ngoc Han					0		Sister in law

**IV. Person related to the member of the corporate governance officer**

1	Dang Quyet Thang		The corporate governance officer			0		
1,1	Dinh Thi Hue					0		Wife
1,2	Dang Minh Tuan					0		Son
1,3	Vo Thi Khang					0		Mother
1,4	Dang Thi Thu Anh					0		Sister



Order	Full name	Securities trading account (if any)	Position at the company (if any)	ID / Passport number, date of issue and place of issue	Contact address	Number of shares owned at the end of the period	End of stock ownership	Note
1,5	Dang Song Hao					0		Brother
1,6	Dang Minh Hung					0		Brother
1,7	Dang Hung Cuong					0		Brother

***V. Person related to the member of In charge of finance and accounting***

1	Dam Quang Hung		Head of finance and accounting department			0		
1.1	Le Thanh Ha					0		Wife
1.2	Dam Trung Hieu					0		Son
1.3	Dam Minh Hien					0		Son
1.4	Phan Thi Lay					0		Mother
1.5	Dam Thi Khanh Van					0		Sister

Order	Full name	Securities trading account (if any)	Position at the company (if any)	ID / Passport number, date of issue and place of issue	Contact address	Number of shares owned at the end of the period	End of stock ownership	Note
1.6	Dam Hong Khanh					0		Sister
1.7	Dam Thi Phung					0		Sister
1.8	Dam Thi Thanh Phuong					0		Sister

1 2 3 4 5