



HẢI PHÁT
VƯỜN TÂM CAO MỚI



**INTERNAL REGULATIONS ON CORPORATE
GOVERNANCE OF
HAI PHAT INVESTMENT JOINT STOCK COMPANY**

*(Issued together with Resolution No. 02/2023/NQ-ĐHĐCĐ dated 21 October
2023 of the General Meeting of Shareholders of Hai Phat Investment Joint Stock
Company)*



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CHAPTER I. GENERAL PROVISIONS

Article 1. Scope of Regulation and Subjects of Application.

1. The Internal Regulations on Corporate Governance of Hai Phat Investment Joint Stock Company (“the Company”) set forth provisions on the roles, rights and obligations of the General Meeting of Shareholders, the Board of Directors and the General Director; the order and procedures for convening and holding meetings of the General Meeting of Shareholders; the nomination, self-nomination, election, dismissal and removal of members of the Board of Directors, the Supervisory Board and the General Director; and other activities in accordance with the Company’s Charter and other applicable laws and regulations.

Any matters not stipulated in these Regulations shall be governed by the provisions of the Company’s Charter, the Law on Enterprises, the Law on Securities and other relevant legal documents. In the event that the Company’s Charter, the Law on Enterprises, the Law on Securities and other relevant legal documents do not provide regulations governing the matters specified in Clause 1 above, the Board of Directors shall be responsible for formulating appropriate regulations to govern the Company’s internal corporate governance in compliance with applicable laws.

2. These Regulations shall apply to all components of the Company’s organizational structure as prescribed in the Company’s Charter, including the General Meeting of Shareholders, the Board of Directors, the Supervisory Board, the General Director, and other relevant departments and individuals of the Company.

Article 2. Definitions and Abbreviations.

1. Unless otherwise provided by the provisions or context of these Regulations, the following terms shall be construed as follows:
 - a. “Shareholder” means an individual or organization owning at least one share of the Company;
 - b. “Company” means Hai Phat Investment Joint Stock Company;
 - c. “Charter” means the Charter of Hai Phat Investment Joint Stock Company in effect at the time these Regulations take effect;

- d. "Law on Enterprises" means the Law on Enterprises No. 59/2020/QH14 promulgated by the National Assembly on June 17, 2020;
 - e. "Law on Securities" means the Law on Securities No. 54/2019/QH14 promulgated by the National Assembly on November 26, 2019;
 - f. "Company Manager / Manager" means the Chairperson of the Board of Directors, members of the Board of Directors, the General Director, Deputy General Directors, the Chief Accountant, and other positions appointed by the Board of Directors and determined as executive managers of the Company;
 - g. "Related Person" means an organization or individual as prescribed in Clause 46, Article 4 of the Law on Securities;
 - h. "Non-executive member of the Board of Directors" means a member of the Board of Directors who is not the General Director, Deputy General Director, Chief Accountant, or other positions appointed by the Board of Directors and determined as executive managers of the Company;
 - i. "Independent member of the Board of Directors / Independent member" means a member as prescribed in Clause 2, Article 155 of the Law on Enterprises;
 - j. "Corporate Governance" means the system of principles, regulations, institutions, procedures, and organizational structure established for the purposes of ensuring a sound governance structure, ensuring the effective operation of the Board of Directors, safeguarding the rights and interests of shareholders and related persons, ensuring equitable treatment among shareholders, and ensuring transparency and disclosure of all activities of the Company;
 - k. "GMS" means the General Meeting of Shareholders;
 - l. "General Meeting" means a meeting of the General Meeting of Shareholders;
 - m. "BOD" means the Board of Directors;
 - n. "SB" means the Supervisory Board.
2. In these Regulations, any reference to a provision or document shall include any amendments to or replacements thereof.
 3. Headings (chapters, articles and clauses) in these Regulations are inserted for convenience of reference only and shall not affect the interpretation of these Regulations.

4. Terms or expressions defined in the Law on Securities and the Law on Enterprises shall have the same meanings when used in these Regulations, unless otherwise inconsistent with the subject matter or context.

Article 3. Basic Principles of Corporate Governance.

In order to ensure the Company is managed and supervised effectively for the benefit of shareholders and related stakeholders, corporate governance shall adhere to the following fundamental principles:

1. Compliance with applicable laws and the Charter of the company.
2. Ensuring an effective governance structure and organizational framework.
3. Respecting and safeguarding the lawful rights and interests of shareholders.
4. Ensuring equitable treatment among shareholders.
5. Ensuring the role of stakeholders who have rights and obligations related to the company.
6. Ensuring transparency in the Company's operations.
7. Ensuring the effectiveness of the management and executive activities of the Board of Directors and the Company's Executive Management (Board of General Directors).
8. Preventing and mitigating conflicts of interest.

CHAPTER II. GENERAL MEETING OF SHAREHOLDERS

Article 4. Roles, Powers and Duties of the General Meeting of Shareholders.

1. The General Meeting of Shareholders comprises all shareholders with voting rights and is the highest decision-making body of the Company.
2. The General Meeting of Shareholders has the powers and duties as stipulated in Article 15 of the Company's Charter.

Article 5. Procedures and Process for Holding the General Meeting of Shareholders (GMS) and Adopting Resolutions by Voting at the GMS.

1. The authority to convene GMS shall be exercised in accordance with Clauses 2, 3 and 4, Article 14 of the Charter.
2. The preparation of the list of shareholders entitled to attend the GMS shall be carried out in accordance with Point a, Clause 2, Article 18 of the Charter and Article 141 of the Law on Enterprises.
3. Notice of record date for determining shareholders entitled to attend the GMS
The notice of the record date for determining shareholders entitled to attend the

GMS shall be implemented in accordance with the Charter and the regulations of securities laws applicable to listed companies.

4. The notice convening the GMS shall be made in accordance with Clause 3, Article 18 of the Charter.
5. The agenda and contents of the GMS shall be implemented in accordance with Article 18 of the Charter and Article 142 of the Law on Enterprises.
6. Authorization for representatives to attend the GMS shall be carried out in accordance with Article 16 of the Charter and the provisions of the Law on Enterprises.
7. Registration for attendance at the GMS.
Prior to the opening of the meeting, the Company shall establish a dedicated unit to carry out shareholder registration procedures. This unit must ensure that shareholders are able to complete registration until all shareholders entitled to attend the meeting have registered in accordance with the procedures stipulated in Clause 1, Article 20 of the Charter.
8. The conditions for conducting the GMS shall be implemented in accordance with Article 19 of the Charter.
9. The form of adoption of resolutions shall be implemented in accordance with Article 21 of the Charter.
10. Voting methods:
 - 10.1. Voting may be conducted by secret ballot and/or by voting cards, as specifically regulated in the Voting Regulations of each GMS session.
 - 10.2. Shareholders or authorized representatives arriving after the opening of the meeting have the right to register immediately and thereafter participate in and vote at the GMS. The Chairperson is not required to suspend the meeting to allow late registration, and the validity of matters already voted on prior to such registration shall not be affected. In the case of secret ballots, ballots shall only be accepted up to the time before the ballot box is sealed or before the Vote Counting Committee declares the end of voting.
11. Vote counting:
 - 11.1. In the case of voting cards: The Presiding Committee shall count the votes at the GMS, and the Secretariat shall be responsible for consolidating and recording the results in the minutes of the meeting.

11.2. In the case of secret ballots: The Vote Counting Committee shall organize the vote counting. All ballots after counting shall be centrally retained by the Company in accordance with legal regulations.

12. Announcement of voting results

After the vote counting is completed, the Vote Counting Committee shall announce the voting results directly at the GMS. The announcement must clearly state the number of votes and the percentage of approval for each matter submitted to the GMS.

13. The conditions for resolutions and decisions of the GMS to be adopted shall be implemented in accordance with Article 21 of the Charter.

14. The procedures for objection to resolutions of the GMS shall be implemented in accordance with Article 24 of the Charter.

15. The preparation of the minutes of the GMS shall be carried out in accordance with Article 23 of the Charter.

16. Disclosure of resolutions and decisions of the GMS:

Resolutions and decisions of the GMS must be disclosed in accordance with the Charter and the regulations of securities laws

Article 6. Procedures and Process for the General Meeting of Shareholders to Adopt Resolutions by Written Consultation.

1. The Board of Directors has the right to seek shareholders' opinions in writing in order to adopt resolutions of the General Meeting of Shareholders on all matters falling within the decision-making authority of the General Meeting of Shareholders, whenever it deems necessary for the interests of the Company, regardless of the nature of the matters to be approved.

2. The procedures and process for adopting resolutions by written consultation shall be carried out in accordance with Article 22 of the Charter.

Article 7. Procedures and Process for the General Meeting of Shareholders to Adopt Resolutions via Online Meetings, Hybrid Meetings, Electronic Voting or Other Electronic Means.

1. The Board of Directors shall decide on the application of modern information technology to enable shareholders to attend and express opinions at the General Meeting of Shareholders through online meetings, in-person meetings combined with online participation, electronic voting, or other electronic means, in

accordance with Article 144 of the Law on Enterprises and the Company's Charter.

2. The Board of Directors shall be responsible for promulgating the Regulations on the organization of the General Meeting of Shareholders held online, in-person meetings combined with online participation, electronic voting, or other electronic means, in accordance with the Charter, these Regulations, and relevant laws. Such regulations shall include, but are not limited to, the issuance, amendment, supplementation, or replacement of relevant regulations, including the amendment, supplementation, or replacement of the Electronic Voting Regulations (implemented via the electronic voting system of the Vietnam Securities Depository and Clearing Corporation ("VSDC")) as stipulated in Appendix 01 hereto, as well as other regulations on the organization of the General Meeting of Shareholders held online, in-person combined with online, electronic voting, or other electronic forms.

CHAPTER III. THE BOARD OF DIRECTORS

Article 8. Roles, Rights and Obligations of the Board of Directors.

1. The Board of Directors is the governing body of the Company and has full authority, in the name of the Company, to decide and exercise the rights and obligations of the Company, except for the rights and obligations falling under the authority of the General Meeting of Shareholders.
2. The rights and obligations of the Board of Directors shall be exercised in accordance with Article 27 of the Company's Charter.

Article 9. Composition, Term of Office, Standards, Rights and Obligations of Members of the Board of Directors.

1. The Board of Directors shall consist of a minimum of five (05) and a maximum of eleven (11) members. Depending on each period, the General Meeting of Shareholders shall decide the specific number of members of the Board of Directors.
2. The term of office of a member of the Board of Directors shall not exceed five (05) years and members may be re-elected for an unlimited number of terms. An individual may be elected as an independent member of the Board of Directors of the Company for no more than two (02) consecutive terms. In the event that all members of the Board of Directors simultaneously reach the end of their terms,

they shall continue to serve as members of the Board of Directors until new members are elected to replace them and assume their duties.

3. The standards and conditions applicable to members of the Board of Directors are specifically stipulated in Clause 4, Article 25 of the Company's Charter.
4. Members of the Board of Directors shall have all rights and obligations as provided for in the Company's Charter and the applicable laws.

Article 10. Operating Principles of the Board of Directors.

1. The Board of Directors operates on a collective basis, in combination with the management and coordination of the Chairperson of the Board of Directors. Each member of the Board of Directors shall be responsible for his/her assigned duties and shall jointly bear responsibility before the Chairperson of the Board of Directors, the General Meeting of Shareholders, and before the law in the event of failure to properly perform his/her rights and obligations, thereby causing damage to the Company.
2. The Board of Directors has the authority to promulgate regulations and rules on delegation and decentralization of powers to members of the Board of Directors and the General Director at regular or extraordinary meetings of the Board of Directors in the course of managing and operating the Company's production and business activities.
3. Members of the Board of Directors are responsible for allocating sufficient time to study the meeting documents sent in advance together with the Notice of the Board of Directors' meeting, and for attending meetings on time and for the full duration registered for each meeting. The duration of each meeting shall be determined by the Chairperson of the Board of Directors based on the agenda and the workload to be addressed at each meeting.
4. Resolutions and decisions of the Board of Directors shall be binding and enforceable upon all units and individuals within the Company.

Article 11. Principles of Delegation of Authority of the Chairperson of the Board of Directors.

1. The Chairperson of the Board of Directors has the right to delegate, in writing, to another member of the Board of Directors the performance of his/her rights and obligations in the event of absence or inability to perform his/her duties, in accordance with Clause 5, Article 29 of the Company's Charter.

2. During the delegation period, the Chairperson of the Board of Directors and the members of the Board of Directors shall be responsible for strictly performing the delegated contents in compliance with the provisions of law and other internal regulations on the management and operation of the Company.

Article 12. Procedures for Shareholders or Groups of Shareholders to Nominate, Stand for Election, or Introduce Candidates for Membership of the Board of Directors.

1. Shareholders or groups of shareholders owning at least ten percent (10%) of the total number of ordinary shares have the right to nominate candidates for the Board of Directors. Details shall be implemented in accordance with Clause 4, Article 12 and Clause 2, Clause 3, Article 25 of the Company's Charter.
2. The application dossier for nomination or self-nomination of candidates for election as members of the Board of Directors shall include:
 - a. Application for nomination or self-nomination for the position of member of the Board of Directors (in accordance with the form included in the General Meeting of Shareholders' meeting documents);
 - b. Personal curriculum vitae (in accordance with the form included in the General Meeting of Shareholders' meeting documents);
 - c. Notarized copy of the Identity Card/Citizen Identification Card/Passport;
 - d. Notarized copies of diplomas and professional certificates;
 - e. Other documents as required by the Board of Directors (if any).

Article 13. Regulations on the Election, Removal, Dismissal, and Remuneration and Other Benefits of Members of the Board of Directors.

1. The election of members of the Board of Directors shall be conducted in accordance with Article 25 of the Company's Charter and Clause 3, Article 148 of the Law on Enterprises.
2. The removal and dismissal of members of the Board of Directors shall be carried out in accordance with the provisions of the Company's Charter and the Law on Enterprises.
3. The remuneration and other benefits of members of the Board of Directors shall be implemented in accordance with Article 28 of the Company's Charter.

Article 14. Procedures and Formalities for Convening Meetings of the Board of Directors.

The procedures and formalities for convening meetings of the Board of Directors shall be carried out in accordance with Article 30 of the Company's Charter.

Article 15. The Supervisory Board.

1. Roles, Rights and Obligations of the Board of Supervisors; Responsibilities of Members of the Board of Supervisors

The Board of Supervisors shall have the rights and obligations as prescribed in Article 39 of the Company's Charter.

2. Nomination and Candidacy of Members of the Board of Supervisors (Supervisors)
The nomination and candidacy of members of the Board of Supervisors shall be carried out in accordance with the provisions similar to those set out in Article 36 of the Company's Charter.

3. Term of Office, Number, Composition and Structure of the Board of Supervisors
The term of office, number, composition and structure of the Board of Supervisors shall be implemented in accordance with Article 37 of the Company's Charter.

4. Method of Election, Nomination, Candidacy and Introduction of Members of the Board of Supervisors

The methods of election, nomination, candidacy and introduction of members of the Board of Supervisors shall be similar to those applicable to members of the Board of Directors, as provided in Articles 12 and 13 of this Regulation.

Article 16. Person in Charge of Corporate Governance.

1. The rights and obligations of the person in charge of corporate governance are prescribed in Article 32 of the Company's Charter.
2. The Board of Directors shall appoint, dismiss, or remove the person in charge of corporate governance when necessary, in accordance with the Charter and guiding regulations on the implementation of the Securities Law, but without contravening current labor laws.
3. The person in charge of corporate governance may concurrently serve as the Company Secretary in accordance with Clause 5, Article 156 of the Enterprise Law.

CHAPTER IV. GENERAL DIRECTOR

Article 17. Role, Responsibilities, Rights, and Obligations of the General Director.

The role, responsibilities, rights, and obligations of the General Director shall be carried out in accordance with the provisions of Articles 34 and 35 of the Company's Charter.

Article 18. Appointment, Dismissal, and Other Related Provisions Concerning the General Director.

The appointment, dismissal, execution and termination of the employment contract, as well as the salary and benefits of the General Director, shall be carried out in accordance with the provisions of Article 35 of the Company's Charter and other internal management regulations of the Company.

CHAPTER V. COORDINATION OF OPERATIONS BETWEEN THE BOARD OF DIRECTORS AND THE GENERAL DIRECTOR

Article 19. Principles of Coordination.

The Board of Directors and the General Director, together with other managers of the Company, shall coordinate their operations in accordance with the following principles:

1. Always act loyally and in the best interests of the Company.
2. Strictly comply with relevant provisions of law and the Company's internal regulations.
3. Adhere to the principles of democratic centralism, openness, and transparency.
4. Work with the highest sense of responsibility, integrity, cooperation, and maintain regular communication in order to jointly resolve any issues or difficulties (if any).

Article 20: Coordination between the Board of Directors and the Supervisory Board.

1. The Chairperson of the Board of Directors shall send meeting invitations and relevant supporting documents to the Supervisory Board for participation in meetings of the Board of Directors. Members of the Supervisory Board have the right to attend meetings of the Board of Directors but do not have the right to vote on matters discussed and approved at such meetings.
2. The Board of Directors shall be responsible for closely coordinating and cooperating with, and creating the most favorable conditions for, the Supervisory

Board to exercise its rights to inspect and supervise the activities of the Board of Directors in accordance with regulations; at the same time, it shall direct and supervise the rectification and handling of violations in accordance with the recommendations of the Supervisory Board.

3. The Supervisory Board has the right to request the Board of Directors to provide information and documents relating to the management and operation of the Company's business activities.
4. The Board of Directors shall ensure that all resolutions and decisions of the Board of Directors are provided to members of the Supervisory Board, and at the same time are provided to members of the Board of Directors.

Article 21. Coordination between the Board of Directors and the General Director.

1. The Board of Directors shall ensure the creation of all favorable conditions in terms of mechanisms, policies, human resources, and facilities for the General Director to properly perform the assigned duties.
2. Resolutions and decisions of the Board of Directors shall be mandatory and binding for implementation. In the course of implementing such resolutions and decisions, if the General Director identifies any issue that may be detrimental to the Company, the General Director shall be responsible for proposing that the Board of Directors review and make appropriate adjustments. In the event that the Board of Directors does not adjust such resolutions or decisions, the General Director shall still be obliged to implement them, but shall have the right to reserve his/her opinion and to report or petition the competent authority in accordance with the Charter and applicable laws.
3. The General Director shall be responsible for reporting to the Board of Directors on matters related to the management and operation of the Company, as well as on the direction and implementation of resolutions and decisions of the Board of Directors and the General Meeting of Shareholders.
4. The Chairperson of the Board of Directors shall attend, or authorize another member of the Board of Directors to attend, management meetings and meetings to prepare matters to be submitted to the Board of Directors that are chaired by the General Director.
5. At meetings of the Board of Directors, the Chairperson of the Board of Directors or the person authorized to chair the meeting may decide to invite the General

Director, Deputy General Directors, Heads of departments, divisions, centers, and Directors of relevant units to attend, report on specific matters concerned, and provide opinions (if any).

6. The General Director and other managerial officers shall be responsible for creating all necessary conditions for the Chairperson of the Board of Directors and members of the Board of Directors to carry out their assigned duties, and for ensuring their access to information and reports in a full and timely manner.
7. On a quarterly and annual basis, the General Director shall submit reports to the Chairperson of the Board of Directors and members of the Board of Directors on the Company's production and business performance, as well as on the implementation of resolutions and decisions of the Board of Directors and the General Meeting of Shareholders, together with any necessary recommendations within the scope of his/her authority. Upon detecting risks or incidents that may adversely affect the Company's reputation or production and business activities, the General Director and relevant managers shall promptly report to the Chairperson of the Board of Directors and the Board members directly in charge of the relevant matters in order to take timely remedial measures.

Article 22: Coordination between the Supervisory Board and the General Director.

1. The General Director may invite the Supervisory Board to attend meetings of the Management Board (where deemed necessary). The Supervisory Board may provide comments or opinions (if any) to the General Director at such meetings.
2. The General Director shall submit periodic and ad hoc reports at the request of the Supervisory Board in accordance with the Law on Enterprises and the Company's Charter.
3. The General Director shall be responsible for creating all favorable conditions for the Supervisory Board to have full and timely access to information and reports.
4. Reports of the General Director submitted to the Board of Directors shall be simultaneously sent to the Supervisory Board at the same time and in the same manner as those sent to members of the Board of Directors.

Article 23. Assessment of Reward and Disciplinary Activities for Members of the Board of Directors, Members of the Supervisory Board, the General Director and Managers of the Company.

1. The assessment of the performance of members of the Board of Directors, members of the Supervisory Board, members of the Board of Management, and managers of the Company may be conducted using one or more of the following methods:
 - a. Self-assessment;
 - b. Periodic performance assessment every six (06) months;
 - c. Annual performance assessment conducted at year-end;
 - d. Extraordinary opinion polls or confidence voting;
 - e. Other methods as decided by the Board of Directors from time to time.
 - The Board of Directors shall conduct performance assessments of its members and the positions appointed by the Board of Directors.
 - The General Director shall conduct performance assessments of the positions appointed by the General Director.
2. The Board of Directors shall be responsible for developing mechanisms for performance assessment, rewards, and disciplinary actions applicable to members of the Board of Directors, members of the Supervisory Board, and managers.

CHAPTER VI. HANDLING OF VIOLATIONS

Article 24. Handling of Violations.

1. If any officer or employee of the Company (including members of the Board of Directors, members of the Supervisory Board, members of the Board of Management, and other managers of the Company) is found to have committed an act in violation of this Regulation, the person who detects such violation must promptly notify the Chairperson of the Board of Directors.
2. All violations of this Regulation shall be reviewed and subject to disciplinary measures by the Board of Directors in accordance with the law and the Company's regulations. In the event that such violation causes damage to the Company, the violator shall be liable to compensate the Company for such damage in accordance with applicable regulations.

CHAPTER VII. IMPLEMENTATION PROVISIONS

Article 25. Effectiveness of the Regulation.

1. The Board of Directors, the Supervisory Board, and the Board of Management shall be responsible for the implementation of this Regulation.
2. In the course of implementation, in the event of any inconsistency between this Regulation and the Company's Charter, the provisions of the Charter shall prevail.
3. In cases where provisions of applicable laws relating to corporate governance are not addressed in this Regulation, or where new legal provisions differ from those set out herein, such legal provisions shall automatically apply and govern the Company's operations accordingly.
4. This Regulation consists of 7 Chapters and 25 Articles and was approved by the Company's 2023 Annual General Meeting of Shareholders on October 21, 2023 pursuant to Resolution No. 02/2023/NQ-AGM of Hai Phat Investment Joint Stock Company. This Regulation supersedes and replaces the previously issued Internal Corporate Governance Regulation.

“This English translation is provided solely to facilitate the understanding of foreign investors. In the event of any discrepancy or inconsistency between this English translation and the Vietnamese original of the Internal Regulations on Corporate Governance of Hai Phat Investment Joint Stock Company, the Vietnamese version shall prevail and be deemed the official and legally binding text”.

APPENDIX NO. 01. TEMPLATE OF ELECTRONIC VOTING REGULATION

(Issued together with the Internal Corporate Governance Regulation dated October 21, 2023)

ELECTRONIC VOTING REGULATION

CHAPTER I. GENERAL PROVISIONS

Article 1. Scope and Subjects of Application.

This Regulation governs the electronic voting by shareholders in voting rounds conducted at the Annual/Extraordinary General Meeting of Shareholders (GMS) or in rounds of collecting shareholders' written opinions (hereinafter referred to as the "voting rounds") of Hai Phat Investment Joint Stock Company (hereinafter referred to as the "Company").

Article 2. Definitions.

In this Regulation, the following terms shall be construed as follows:

- **"Electronic voting"** means the method by which shareholders cast their votes electronically through the electronic voting system (hereinafter referred to as the "V-Vote system") of the Vietnam Securities Depository and Clearing Corporation (hereinafter referred to as "VSDC"), which is the entity contracted by the Company to provide electronic voting services.
- **"Traditional voting"** means the method by which shareholders or their authorized representatives participate in voting directly at the General Meeting of Shareholders.

CHAPTER II. DETAILED REGULATIONS

Article 3. Conditions and Methods for Shareholders' Participation in Electronic Voting.

1. Conditions for participation.
 - Having one's name included in the list of shareholders entitled to vote as prepared by VSDC in accordance with the Company's notice on the exercise of shareholders' rights.
 - Having activated the access account in accordance with the notification issued by VSDC.
2. Methods of participation.
 - Individual and domestic institutional shareholders, as well as foreign individual and institutional shareholders who have a mobile phone number provided by a

mobile telecommunications service provider in Vietnam, shall conduct electronic voting directly on the V-Vote system.

- Foreign investor shareholders who do not have a mobile phone number provided by a mobile telecommunications service provider in Vietnam shall conduct electronic voting on the V-Vote system through authorization to a representative organization.

Article 4. Provision of Access Accounts and Implementation of Electronic Voting.

The provision of access accounts and the implementation of electronic voting by shareholders shall be carried out in accordance with the guidance set out in the Regulations on the Organization and Provision of Electronic Voting Services at VSDC as promulgated by VSDC.

Article 5. Authorization for Electronic Voting.

1. Authorization for electronic voting shall apply only in cases where shareholders are foreign investors who do not have a mobile phone number provided by a mobile telecommunications service provider in Vietnam and authorize a representative organization to carry out electronic voting on their behalf.
2. The procedures and formalities for such authorization shall be carried out in accordance with the guidance set out in the Regulations on the Organization and Provision of Electronic Voting Services at VSDC as promulgated by VSDC.

Article 6. Results of Electronic Voting.

1. The results of electronic voting during the electronic voting period shall be compiled and calculated by VSDC.
2. The electronic voting results provided by VSDC shall remain sealed by VSDC and shall be presented by the Chairperson of the General Meeting of Shareholders (GMS) to the entire Meeting for witnessing at the time of the opening of the GMS (applicable in cases where the Company organizes the GMS using both electronic voting and traditional voting methods).
3. The Vote Counting Committee approved by the GMS at the Meeting, or the Vote Counting Committee nominated by the Board of Directors in the case of collecting shareholders' written opinions, shall be the competent body authorized to open the electronic voting results in order to consolidate the voting results.

4. In cases where shareholders have validly cast their votes electronically but subsequently attend the GMS and cast votes by traditional voting methods, their electronic voting results shall be invalidated.
5. The electronic voting results at the time of consolidation shall be calculated by the Company based on the electronic voting results provided by VSDC, excluding cases where shareholders have cast electronic votes but subsequently cast traditional votes.
6. In the event that, at the GMS session, shareholders attending the meeting in person agree to amend or supplement voting items that differ from those previously announced by the Company, the votes of shareholders who have already participated in electronic voting on the amended or supplemented matters shall be deemed as blank votes.

Article 7. Rights and Obligations of Shareholders When Participating in Electronic Voting.

1. To vote on all matters falling within the authority of the General Meeting of Shareholders in accordance with applicable laws and the Charter on the organization and operation of the Company, in the form of electronic voting.
2. To still attend the General Meeting of Shareholders in person and participate in voting at the Meeting, or authorize another person to attend and vote at the Meeting, even after having cast votes electronically. In such cases, the shareholder's electronic voting results shall be invalidated.
3. To register accurate mobile phone numbers, contact addresses and/or email addresses in order to ensure receipt of notifications regarding electronic voting accounts, and to bear full responsibility for the accuracy of such registered information.
4. To use the access account provided by VSDC to log in to the V-Vote system and carry out electronic voting for all voting rounds of the Company for which the shareholder is entitled to vote.
5. In the case where a foreign shareholder authorizes an authorized representative organization to conduct electronic voting, both the shareholder and the authorized representative organization shall be responsible for the authorization and the electronic voting results carried out via the issued access account. In the

case of a corporate shareholder, its legal representative shall be responsible for compliance with the provisions set out in Clauses 3 and 4 of this Article.

6. Shareholders shall be responsible for keeping confidential their usernames, passwords and other identification credentials issued by VSDC to ensure that only the shareholder is entitled to vote on the VSDC V-Vote system. All officially provided electronic voting transaction results by VSDC shall be deemed to represent the will of the shareholder. Shareholders shall bear full responsibility before the law and the Company for all electronic voting results conducted through their access accounts on the VSDC V-Vote system.

CHAPTER III. OTHER PROVISIONS

Article 8. Other provisions.

Other matters relating to the conditions for conducting a voting session, the procedures and methods of voting, the adoption of resolutions of the voting session, and cases where a voting session is deemed invalid or unsuccessful shall be implemented in accordance with the Internal Regulations on Corporate Governance and the Company's Charter.

Article 9. Effectiveness.

1. This Regulation consists of 3 Chapters and 9 Articles, takes effect from the date of issuance, and replaces any previously issued Electronic Voting Regulations (if any).
2. Shareholders, representative organizations, and individuals and organizations participating in electronic voting in the Company's voting sessions are responsible for complying with this Regulation.



