



**MINUTES**  
**OF THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**  
**PETROLIMEX INFORMATION TECHNOLOGY AND**  
**TELECOMMUNICATION JOINT STOCK COMPANY**

Petrolimex Information Technology and Telecommunication Joint Stock Company  
(the Company).

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Business Registration Certificate: Joint Stock Company, Business registration  
number: 0101409374 - first issued on September 23rd, 2023, with the 8th amendment on  
July 27th, 2023.

The 2025 Annual General Meeting of Shareholders (AGM);

The Board of Directors (BOD); The Supervisory Board (SB).

**I. AGENDA AND CONTENT OF THE GENERAL MEETING**

1. Report on the results of business operations management in 2024, objectives,  
orientations and solutions in 2025, presented by the Board of Management.

2. Report on the activities of the Board of Directors in 2024, orientation and tasks  
in 2025.

3. Report on the operation of the Supervisory Board in 2024.

4. Proposal on the selection of auditing agency for the 2025 financial statements.

5. Audited Interim financial statements of 2024.

6. Proposal on the 2024 profit distribution plan.

7. Report on the settlement of salaries and remuneration for members of the Board  
of Directors and remuneration for members of the Supervisory Board in 2024.

8. Proposal on the salary and remuneration plan for members of the Board of  
Directors and remuneration for members of the Supervisory Board in 2025.

9. Proposal to nominate candidates for the position of Independent Member of the  
Board of Directors for the 2021-2026 term.



## **II. TIME AND VENUE**

- Time: 8:30 a.m., April 17th, 2025.
- Venue: 3rd floor hall – Cau Giay Hotel, No. 110 Cau Giay Street, Quan Hoa Ward, Cau Giay District, Hanoi.

## **III. PARTICIPANTS**

1. Members of the Board of Directors, Supervisory Board, Board of Management of the Company, and shareholders/authorised representatives of Petrolimex Information Technology and Telecommunication Joint Stock Company.

2. Guest: Mr./Ms. Representative of the Board of Management of Petrolimex Group Construction and Trading Corporation - JSC.

## **IV. OPENING OF THE GENERAL MEETING**

### **1. Report on Shareholder eligibility verification**

**Mr. Pham Quang Hung – Head of the Shareholder Eligibility Verification Committee, reported to the General Meeting the verification results as follows:**

Total number of shareholders as of the date of finalising the list for the General Meeting invitation: 213 shareholders, representing 3,900,000 shares, equivalent to 100%.

Total number of shareholders attending the General Meeting: 40 shareholders; authorised representatives: 06 shareholders; owning and representing a total of 2,722,491 shares, equivalent to 69.81% of the total number of shares.

Pursuant to the provisions of the 2020 Law on Enterprises and the Charter of Petrolimex Information Technology and Telecommunication Joint Stock Company, the Shareholder Eligibility Verification Committee declares: The 2025 Annual General Meeting of Shareholders of Petrolimex Information Technology and Telecommunication Joint Stock Company has met the conditions to proceed.

### **2. Approval of the agenda and working regulations of the General Meeting**

**Mr. Mai Viet Linh – Deputy Manager of the Human Resource Department of the Company, reported to the General Meeting to approve the agenda and working regulations:**

The General Meeting approved the agenda and working regulations, the list of the Presidium, the list of the Secretariat, and the list of the Vote Counting Committee, with 100% approval from shareholders representing the total number of voting shares attending the meeting at the meeting.

### **3. The Presidium includes:**

- Mr. Tran Ngoc Tuan – Chairperson of the BOD – Chairperson of the Meeting;
- Mr. Nguyen Van Quy – Member of the BOD, Director of the Company – Member of the Presidium.

### **4. The Secretariat includes:**

- Ms. Nguyen Thi Bich Thuy – Manager of Human Resource Department – Head of the Secretariat;



- Ms. Nguyen Hoang Phuong Uyen – Specialist of Human Resource Department – Member of the Secretariat.

**5. The Shareholder eligibility verification – Election – Vote counting Committee includes:**

- Mr. Pham Quang Hung – Sales Assistant of Sales Department – Head of the Committee;

- Ms. Nguyen Khanh Linh – Specialist of Finance and Accounting Department – Deputy Head of the Committee;

- Ms. Le Thi Thanh Huyen – Specialist of Human Resource Department – Member of the Committee;

- Mr. Nguyen Dam Thuan – Specialist of Sales Department – Member of the Committee.

**V. CONTENTS OF THE GENERAL MEETING**

**1. Proposals/Reports**

***1.1. Mr. Nguyen Van Quy – Member of the BOD – Director of the Company presented the following proposals/reports:***

- Report on the results of business operations management in 2024, objectives, orientations and solutions in 2025, presented by the Board of Management.

***1.2. Mr. Tran Ngoc Tuan – Chairperson of the BOD presented the following proposals/reports:***

- Report on the activities of the Board of Directors in 2024, orientation and tasks in 2025.

***1.3. Ms. Dang Thi Hong Ha – Head of the Supervisory Board presented the following proposals/reports:***

- Report on the operation of the Supervisory Board in 2024.  
- Proposal on the selection of auditing agency for the 2025 interim financial statements.

***1.4. Ms. Cao Thi Hong Van – Chief Accountant of the Company presented the following proposals/reports:***

- Audited Interim financial statements of 2024.  
- Proposal on the 2024 profit distribution plan.  
- Report on the settlement of salaries and remuneration for members of the Board of Directors and remuneration for members of the Supervisory Board in 2024.  
- Proposal on the salary and remuneration plan for members of the Board of Directors and remuneration for members of the Supervisory Board in 2025.

**2. Proposal to nominate Independent Member of the BOD**

***2.1. Mr. Tran Ngoc Tuan – Chairperson of the BOD presented the Proposal to nominate candidates for the position of independent member of the BOD for the 2021-2026 term and requested shareholders to vote for approval.***



- Candidate for independent member of the BOD: Mr. Truong Duc Chinh – nominated by the BOD.

- Finalising the list for election of independent member of the BOD for the 2021-2026 term: The number of independent members of the BOD to be elected is confirmed as one (01) person.

The General Meeting voted to approve the list of candidates for the position of Independent Member of the Board of Directors, consisting of one (01) person – Mr. Truong Duc Chinh, nominated by the BOD.

Number of votes In Favour: 37 votes, corresponding to 2,722,039 shares, representing 100% of the total number of voting shares attending the meeting at the time of voting.

***2.2. Mr. Tran Ngoc Tuan – Chairperson of the BOD requested shareholders to approve the list of the Election Committee, including:***

- Mr. Pham Quang Hung – Sales Assistant of Sales Department – Head of the Committee;

- Ms. Nguyen Khanh Linh – Specialist of Finance and Accounting Department – Deputy Head of the Committee;

- Ms. Le Thi Thanh Huyen – Specialist of Human Resource Department – Member of the Committee;

- Mr. Nguyen Dam Thuan – Specialist of Sales Department – Member of the Committee.

The total number of votes issued: 37 votes, corresponding to 2,722,039 shares, representing 100% of the total number of voting shares attending the meeting at the time of voting. In which:

- Number of votes collected: 37 votes, corresponding to 2,722,039 shares, representing 100%;

- Number of votes In Favour: 37 votes, corresponding to 2,722,039 shares, representing 100%;

- Number of votes Against: 0 votes;

- Number of Abstentions: 0 votes.

***2.3. Mr. Pham Quang Hung – Sales Assistant of Sales Department – Head of the Election Committee presented the election regulations and approved the election regulation at the Meeting.***

The total number of votes issued: 37 votes, corresponding to 2,722,039 shares, representing 100% of the total number of voting shares attending the meeting at the time of voting. In which:

- Number of votes collected: 37 votes, corresponding to 2,722,039 shares, representing 100%;

- Number of votes In Favour: 37 votes, corresponding to 2,722,039 shares, representing 100%;

- Number of votes Against: 0 votes;



- Number of Abstentions: 0 votes.

#### ***2.4. The General Meeting conducted the election of independent member of the BOD for the 2021-2026 term.***

### **3. Announcement of election results**

Pursuant to the election regulations of independent member of the BOD, the Election committee has carried out the voting procedures at the General Meeting, with the results as follows:

The total number of votes issued: 37 votes, corresponding to 2,722,039 voting rights, representing 100% of the total number of voting shares attending the meeting at the time of voting. In which:

- Number of votes collected: 37 votes, corresponding to 2,722,039 voting rights, representing 100%;
- Number of voting rights In Favour: 2,722,039 voting rights, corresponding to 100%;
- Number of voting rights Against: 0 voting rights.

Mr. Truong Duc Chinh has been elected as an independent member of the BOD with 2,722,039 voting rights, equivalent to 100% of the total number of voting shares attending the meeting at the time of voting.

**4. Introduction of the new Independent member of the BOD:** The newly elected Board Member was introduced to the General Meeting.

### **5. General Meeting Discussion**

#### ***1.1. Summary of remarks from shareholders:***

- *Mr. Bui Ngoc Bao – Chairperson of Vietnam Petroleum Association, Former Chairperson of Vietnam National Petroleum Group, shareholder of the Company* expressed his opinions on matters related to product investment and business operations. He emphasized the need for in-depth, thorough, and synchronised investment, along with expanding customer base and product orientation beyond the petroleum sector.

- *Mr. Phan Thanh Son – Former Chairperson of the BOD, shareholder of the Company* expressed his opinion on the matters related to business operations, advocating for more ambitious targets and more concrete planning. He supported the idea of diversifying beyond the petroleum sector, suggesting the transformation of the letter "P" into "Power" to signify a broader scope.

- *Mr. Hoang Hai Duong – Member of the BOD, shareholder of the Company* expressed his opinion as a shareholder of the Company, recommending a restructuring of the shareholder composition, swiftly seizing market opportunities, and inviting additional Board advisors to provide diverse insights and contributions to the BOD.

**1.2. Responding to shareholders' opinions:** Mr. Tran Ngoc Tuan – Chairperson of the BOD, on behalf of the BOD, answered questions and concerns raised by shareholders and their authorised representatives. The shareholders fully agreed with the explanations provided.

## **VI. VOTE TO APPROVE THE PROPOSALS/REPORTS**



After discussion, the 2025 Annual General Meeting of Shareholders voted to approve the proposals/reports with the following results:

**1. Report on the results of business operations management in 2024, objectives, orientations and solutions in 2025, presented by the Board of Management (No. 218/PIACOM-BC-BDH dated March 26th, 2025)** with number of votes In Favour: 37 votes, corresponding to 2,722,039 shares, representing 100% of the total number of voting shares attending the meeting at the time of voting; Number of votes Against: 0 votes; Number of Abstentions: 0 votes.

*Details:*

**a. Results of business operations in 2024:**

- Net revenues from sales and services rendered: 160,014 million VND, equaling 133.8% of 2023's figure, reaching 116.5% of the 2024 plan.
- Profit after tax: 13,989 million VND, equaling 110.5% of 2023's figure, reaching 100.2% of the 2024 plan.

**b. Business operations plan for 2025:**

- Sales revenue: 176,000 million VND, 10% increase compared to 2024.
- Profit before tax: 17,000 million VND.
- Minimum average monthly income per employee: 23-25 million VND/person/month.
- Minimum annual dividend payout ratio: 12%.
- Minimum investment value: 12,500 million VND.

**2. Report on the activities of the Board of Directors in 2024, orientation and tasks in 2025 (No. 220/PIACOM-BC-HDQT dated March 26th, 2025)** with number of votes In Favour: 37 votes, corresponding to 2,722,039 shares, representing 100% of the total number of voting shares attending the meeting at the time of voting; Number of votes Against: 0 votes; Number of Abstentions: 0 votes.

**3. Report on the operation of the Supervisory Board in 2024 (No. 219/PIACOM-BC-BKS dated March 26th, 2025)** with number of votes In Favour: 37 votes, corresponding to 2,722,039 shares, representing 100% of the total number of voting shares attending the meeting at the time of voting; Number of votes Against: 0 votes; Number of Abstentions: 0 votes.

**4. Proposal on the selection of auditing agency for the 2025 interim financial statements (No. 224/PIACOM-Ttr-BKS dated March 26th, 2025)**

Accordingly, the General Meeting of Shareholders authorises the Board of Directors to decide on the selection of one of the following auditing firms:

- An Viet Auditing Co., Ltd. (AnViet);
- KPMG Co., Ltd. (KPMG);
- CPA Vietnam Auditing Co., Ltd. (CPA Vietnam).

Number of votes In Favour: 37 votes, corresponding to 2,722,039 shares, representing 100% of the total number of voting shares attending the meeting at the time of voting; Number of votes Against: 0 votes; Number of Abstentions: 0 votes.



## **5. Audited Interim financial statements of 2024**

Number of votes In Favour: 37 votes, corresponding to 2,722,039 shares, representing 100% of the total number of voting shares attending the meeting at the time of voting; Number of votes Against: 0 votes; Number of Abstentions: 0 votes.

**6. Proposal on the 2024 profit distribution plan** (No. 223/PIACOM-Ttr dated March 26th, 2025)

*Details:*

- Undistributed profit after tax: 16,229.5 million VND
- + Accumulated undistributed profit after tax: 2,240.9 million VND
- + Total profit after tax in 2024 for distribution: 13,988.5 million VND

Number of votes In Favour: 37 votes, corresponding to 2,722,039 shares, representing 100% of the total number of voting shares attending the meeting at the time of voting; Number of votes Against: 0 votes; Number of Abstentions: 0 votes.

**7. Report on the settlement of salaries and remuneration for members of the Board of Directors and remuneration for members of the Supervisory Board in 2024** (No. 221/PIACOM-BC dated March 26th, 2025)

- Total salary and remuneration for the Board of Directors in 2024: 1,458.4 million VND.

- Total remuneration for the Supervisory Board in 2024: 252.0 million VND.

Number of votes In Favour: 37 votes, corresponding to 2,722,039 shares, representing 100% of the total number of voting shares attending the meeting at the time of voting; Number of votes Against: 0 votes; Number of Abstentions: 0 votes.

**8. Proposal on the salary and remuneration plan for members of the Board of Directors and remuneration for members of the Supervisory Board in 2025** (No. 222/PIACOM-Ttr dated March 26th, 2025)

- Planned total salary and remuneration for the Board of Directors in 2025: 1,661 million VND.

- Planned total remuneration for the Supervisory Board in 2025: 252 million VND.

Number of votes In Favour: 37 votes, corresponding to 2,722,039 shares, representing 100% of the total number of voting shares attending the meeting at the time of voting; Number of votes Against: 0 votes; Number of Abstentions: 0 votes.

**9.** The 2025 Annual General Meeting of Shareholders of Petrolimex Information Technology and Telecommunication Joint Stock Company has approved the election results for independent member of the Board of Directors for the 2021-2026 term, specifically:

Mr. Truong Duc Chinh has been elected as an independent member of the Board of Directors with 2,722,039 voting rights, representing 100% of the total voting shares present at the time of the election. Number of votes Against: 0 voting rights.

## **VII. REMARKS FROM GUESTS – THE PARENT COMPANY**

- Summary of remarks from the representative of the parent company: *Mr. Dinh Viet Hoang – Chairperson of the Members' Council of Petrolimex Construction*



and Trading Corporation (PGCC) expressed his opinion on the matters related to divestment, affirming their respect for the decisions of the BOD and expressing full support for PIACOM. He emphasized several key areas requiring further focus, including comprehensive digital transformation in the petroleum sector, market expansion and development, and a strong emphasis on both training and retraining of the workforce.

- **Responding to the guest's opinions:** Mr. Tran Ngoc Tuan – Chairperson of the BOD, on behalf of the BOD, respectfully expressed gratitude for the opinions from the representative of PGCC. The Company will take these comments into consideration and implement them in the upcoming year.

### VIII. CLOSING OF THE GENERAL MEETING

The Head of the Secretariat presented the draft Minutes and Resolution of the 2025 Annual General Meeting of Shareholders; The Chairperson of the Meeting requested voting for approval. The General Meeting voted to approve the Minutes and Resolutions of the 2025 Annual General Meeting of Shareholders of Petrolimex Information Technology and Telecommunication Joint Stock Company with a 100% approval rate of the total voting shares attending the meeting at the time of voting.

*The General Meeting concluded and was officially closed at 12:00 p.m., April 17th, 2025./.*

SECRETARY OF THE MEETING

  
Nguyễn Thị Liễu Thuý



Nguyễn Hoàng Phương Uyên

CHAIRPERSON OF THE MEETING



  
CHỦ TỊCH  
Trần Ngọc Tuấn