



DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL JOINT STOCK COMPANY

Address: Bien Hoa I Industrial Zone, Street 4, An Binh Ward, Bien Hoa City, Dong Nai Province

Business Registration Certificate No.: 0304186356

Tel: (0251) 383 6130

Fax: (0251) 383 6023

Website: www.donac.net

INVITATION LETTER

ATTEND THE ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025

Pursuant to the Charter on organization and operation of Dong Nai Roofsheets & Construction Material Joint Stock Company, the Board of Directors of the Company respectfully invites esteemed shareholders to attend the Annual General Meeting of Shareholders (AGM) 2025 as follows:

1. **Time:** 08:00 AM, Friday, June 20, 2025

2. **Venue:** Cong Thanh Cement Plant - Tam Son Village, Tan Truong Commune, Nghi Son Town, Thanh Hoa Province

3. **Agenda:**

Documents of the Annual General Meeting of Shareholders 2025 will be posted on the Company's website: www.donac.net from 30/05/2025, and printed copies will be provided to shareholders attending the meeting.

4. **Registration for attendance:**

To prepare facilities for welcoming delegates, shareholders are kindly requested to register their attendance at Dong Nai Roofsheets & Construction Material Joint Stock Company or *send the registration form* to the address below before 17/06/2025.

5. **Proxy authorization for attendance:**

If shareholders authorize others to attend the Meeting on their behalf, please *complete the Power of Attorney or other forms in accordance with civil law regulations* and send the signed Power of Attorney to the address below before 17/06/2025 or present it upon the proxy's arrival at the Meeting.

(Note: The Power of Attorney must clearly state the name of the authorized individual or organization and the number of shares authorized. The Power of Attorney must be an original with a handwritten signature. In case of authorization by an organizational shareholder, the Power of Attorney must be stamped by the authorizing organization.)

6. **Address for document submission and contact for support:**

Dong Nai Roofsheets & Construction Material Joint Stock Company

- **Address:** Bien Hoa I Industrial Zone, Street 4, An Binh Ward, Bien Hoa City, Dong Nai Province

- **Telephone:** (0251) 383 6130 – **Fax:** (0251) 383 6023

Contact person: Ms. Tran Thi Hoang Sa – Position: Chief Accountant

7. **Documents to bring to the meeting (for shareholders or authorized person):**

- Invitation notice and Power of Attorney (if any);

- Valid ID card/Citizen ID/Passport or a certified copy of the Business Registration Certificate of the organization.

We look forward to warmly welcoming our esteemed shareholders at the Annual General Meeting of Shareholders 2025.

Respectfully !

ON BEHALF OF THE BOARD OF DIRECTORS



NGUYEN CONG LY



SOCIALIST REPUBLIC OF VIETNAM

Independence - Freedom - Happiness

REGISTRATION/POWER OF ATTORNEY

FOR ATTENDING THE ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025

To: Dong Nai Roofsheets & Construction Material Joint Stock Company

Name of shareholder:

Legal Representative (for organizations):

ID/Passport/ Business Registration Certificate No.: issued on .../.../... at

Address: Phone:

Total number of shares represented or owned: shares.

(Shareholders please select one of the two options below by marking the appropriate box)

1. REGISTER TO ATTEND ☐

2. AUTHORIZE FOR ☐

Name of individual/organization:

ID/Passport/ ERC No.: issued on .../.../... at

Address: Phone:

Phone: Email :

Number of shares authorized: shares.

OR

In case the shareholder cannot attend and is unable to authorize another party, the shareholder may authorize a member of the Board of Directors of the Company according to the following information:

No.	Full name	Position	Selection	No. of Shares Authorized
1	Nguyen Cong Ly	Chairman of the BOD		

(Note: Please mark (X) next to the name of the member of the BOD you wish to authorize, only one member shall be authorized for the full number of shares held. If authorizing multiple members, please specify the number of shares authorized for each.)

Content of authorization:

The authorized party is entitled to represent the authorizing party to attend the Annual General Meeting of Shareholders 2025 of Dong Nai Roofsheets & Construction Material Joint Stock Company held on 20/06/2025, and to represent the authorizing party in voting on valid agenda items at the Meeting as the representative for the number of shares authorized above.

The authorizing party is fully responsible for this authorization and commits to strictly adhere to current legal regulations.

Note:

The execution of the authorization must comply with relevant civil law regulations and the company's charter. The authorized person must bring their ID/Passport and the power of attorney when attending the Annual General Meeting of Shareholders 2025.

This power of attorney is only valid when it bears the original signatures of both parties; for authorizations from corporate shareholders, the seal of the authorizing organization is also required. This power of attorney will expire once the Annual General Meeting of Shareholders 2025 of Dong Nai Roofsheets & Construction Material Joint Stock Company concludes.

June ..., 2025

AUTHORIZED PARTY

(Signature and full name)

AUTHORIZING PARTY

(Signature and full name)



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AGENDA

2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

I. TIME AND VENUE

- **Time:** 10:00 AM, Friday – June 20, 2025
- **Venue:** Cong Thanh Cement Plant – Tam Son Hamlet, Tan Truong Commune, Nghi Son Town, Thanh Hoa Province

II. AGENDA

Time	Content
10:00 – 10:15	Guest reception and eligibility verification of delegates and shareholders: <ul style="list-style-type: none"> Welcome delegates and shareholders; Verifying the eligibility of shareholders; distribute voting cards, voting ballots, election ballots, and meeting materials.
10:15 - 10:30	Opening session: <ul style="list-style-type: none"> Report on the eligibility verification of shareholders attending the Meeting; Statement of purpose and introduction of the Chairperson; Approval of Meeting Regulations and Election Regulations; Introduction and approval of the list of the Presidium, Shareholder Eligibility Verification Committee, and Vote Counting Committee; Approval of the Meeting Agenda;
10:30 – 11:00	Presentations by The Board of Directors, Board of Supervisors, and Board of Management: <ul style="list-style-type: none"> Report of the Board of Management on 2024 business performance and 2025 business plan Report on activities of the Board of Directors in 2024 and operational plan for 2025 Report on activities of the Board of Supervisors in 2024 and operational plan for 2025
11:00 – 12:00	Presentation of proposals to the General Meeting: <ul style="list-style-type: none"> Proposal for approval of the 2024 financial statements audited Proposal on 2024 business performance and profit distribution Proposal for approval of 2025 business plan Proposal on remuneration for the Board of Directors and Board of Supervisors Proposal for selection of the auditing firm for 2025 Proposal for dismissal and election of the Board of Directors for the 2025–2030 term Proposal for dismissal and election of the Board of Supervisors for the 2025–2030 term Other proposals (if any)
12:00 – 12:15	Discussion session
12:15 – 12:20	Instructions and conduct of voting and elections
12:20 – 12:30	Break – Vote counting
12:30 – 12:45	Announcement of voting and election counting results
12:45 – 13:00	Secretariat reads the minutes and resolutions of the general meeting; The Meeting votes to approve the Minutes and Resolutions of the General Meeting.
13:00	Closing of the meeting.



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WORKING REGULATIONS

2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL JOINT STOCK COMPANY

Based on:

- *Law on Enterprises No. 59/2020/QH14 dated June 17, 2020 and its implementing guidelines;*
- *Law on Securities No. 54/2019/QH14 dated November 26, 2019 and its implementing guidelines;*
- *Decree 155/2020/ND-CP Detailing the implementation of a number of articles of the Law on Securities passed on December 31, 2020;*
- *Charter on Organization and Operation of Dong Nai Roofsheets & Construction Material Joint Stock Company;*
- *Internal Regulations on Corporate Governance of Dong Nai Roofsheets & Construction Material Joint Stock Company.*

To ensure the successful organization of the 2025 Annual General Meeting of Shareholders of Dong Nai Roofsheets & Construction Material Joint Stock Company, the Board of Directors has developed the following regulations, working principles, conduct, and voting procedures for the Meeting to be approved by the General Meeting of Shareholders:

1. PURPOSE

- To ensure that the procedures, conduct principles, and voting at the Annual General Meeting of Shareholders of Dong Nai Roofsheets & Construction Material Joint Stock Company are carried out in accordance with regulations and successfully.
- The Resolutions of the General Meeting of Shareholders shall reflect the unified will of the General Meeting of Shareholders, meet the aspirations and rights of shareholders, and comply with the law.

2. SCOPE AND APPLICABILITY

- Applicability: All shareholders, shareholder representatives (authorized persons) holding shares of Dong Nai Roofsheets & Construction Material Joint Stock Company, and guests attending the Annual General Meeting of Shareholders of Dong Nai Roofsheets & Construction Material Joint Stock Company must comply with the

provisions of these Regulations, the Company Charter, and current laws.

- Scope of Application: These Regulations shall be used for organizing the 2025 Annual General Meeting of Shareholders of Dong Nai Roofsheets & Construction Material Joint Stock Company.

3. EXPLANATION OF TERMS/ABBREVIATIONS

- Company : Dong Nai Roofsheets & Construction Material Joint Stock Company
- BOD : Board of Directors
- BOS : Board of Supervisors
- OC : Organizing Committee
- GMS : General Meeting of Shareholders
- Delegate : Shareholders, representatives (authorized persons)
- Meeting : Annual General Meeting of Shareholders

4. REGULATIONS CONTENT

4.1 Conditions for Convening the General Meeting of Shareholders

- The General Meeting of Shareholders shall be convened when the number of attendees representing over 50% of the total voting shares is present.
- If the first meeting does not meet the conditions for convening as stipulated in Clause 1, Article 19 of the Company Charter, a notice for the second meeting shall be sent within 30 days from the date scheduled for the first meeting. The second convened General Meeting of Shareholders shall be held when the number of attending shareholders represents 33% or more of the total voting shares.
- If the second meeting does not meet the conditions for convening as stipulated in Clause 2, Article 19 of the Company Charter, a notice for the third meeting shall be sent within 20 days from the date scheduled for the second meeting. The third General Meeting of Shareholders shall be held regardless of the total voting shares of the attending shareholders.

4.2 Conditions for Shareholder Attendance at the Meeting

Shareholders with voting rights of the Company according to the list finalized on 20/05/2025 are entitled to attend the GMS; they may attend in person or authorize their representative to attend. If there is more than one authorized representative in accordance with the law, the specific number of shares represented by each representative must be determined.

4.3 Invited Guests at the Meeting

- Are the Company's management titles, invited guests, and members of the Meeting Organizing Committee who are not Company shareholders but are invited to attend the Meeting.
- Invited guests do not participate in speaking at the Meeting (*unless invited by Chairman, or having registered in advance with the Meeting Organizing Committee and received Chairman's consent*).

4.4 Attendees of the Meeting must comply with the following regulations

- Be on time, dress politely and formally, comply with security checks (if any), personal identification, etc., as required by the Meeting Organizing Committee.
- Receive documents and papers for the Meeting at the reception area before the Meeting hall.
- Late attendees have the right to register immediately and then have the right to participate and vote immediately at the Meeting. The Chairman is not responsible for pausing the Meeting to allow late attendees to register; the voting results for issues that have been voted on before such attendees arrive will not be affected.
- Set phones to vibrate or turn them off, and go outside to talk if necessary.
- Do not smoke, maintain order in the Meeting room.
- Comply with the regulations of the Organizing Committee and the Chairman presiding over the Meeting.
- In case any attendee fails to comply with the inspection regulations or the aforementioned measures and regulations, the Chairman, after careful consideration, may refuse or expel the said attendee from the Meeting venue to ensure the Meeting proceeds normally according to the planned agenda.

4.5 Chairperson and Presiding Board

- The Presiding Board consists of the Chairperson and Members.
- The Chairman of the Board of Directors shall act as Chairperson or authorize another member of the Board of Directors to act as Chairperson of the General Meeting of Shareholders convened by the Board of Directors;
- In case the Chairman is absent or temporarily incapacitated, the remaining members of the Board of Directors shall elect one of them to act as Chairperson of the meeting based on the majority principle. If a Chairperson cannot be elected, the Head of the Board of Supervisors shall preside to allow the General Meeting of Shareholders to elect a Chairperson from among the attendees, and the person with the highest number of votes shall act as Chairperson of the meeting;

Working Regulations of the 2025 Annual General Meeting of Shareholders

- In other cases, the person who signed the notice convening the General Meeting of Shareholders shall preside to allow the General Meeting of Shareholders to elect the Chairman of the meeting, and the person with the highest number of votes shall be appointed as Chairman of the meeting.
- The Chairperson has the right to take necessary measures to conduct the meeting in a reasonable, orderly manner, in accordance with the approved agenda, and reflecting the will of the majority of attendees.
- The Chairperson has the right to postpone a General Meeting of Shareholders for which the required number of attendees has registered for a maximum of not more than 03 working days from the scheduled opening date of the meeting, and may only postpone the meeting or change the meeting venue in accordance with the provisions of Clause 8, Article 146 of the Law on Enterprises.
- Duties of the Presiding Board:
 - Preside over the activities of the Company's General Meeting of Shareholders according to the agenda proposed by the Board of Directors and approved by the General Meeting of Shareholders;
 - Guide attendees and the Meeting in discussing the contents on the agenda;
 - Present drafts and conclude necessary issues for the Meeting to vote on;
 - Answer questions requested by the Meeting;
 - Resolve issues arising during the Meeting.
- Principle of the Presidium's work: The Presidium works on the principle of collectivism, democratic centralism, and decision-making by majority.

4.6 Meeting Secretary

- The Chairperson appoints one or more persons to act as Meeting Secretary.
- Duties and Powers:
 - Record the full and accurate content of the General Meeting;
 - Receive registration forms for delegates to speak;
 - Prepare the Meeting Minutes and draft the Resolution of the General Meeting of Shareholders;
 - Assist the Chairperson in disclosing information related to the General Meeting of Shareholders and notifying Shareholders in accordance with legal regulations and the Company's Charter.
 - Other duties as required by the Chairperson.

4.7 Vote Counting Committee

- The General Meeting of Shareholders elects one or more persons to the Vote Counting Committee upon the proposal of the meeting Chairperson. Candidates participating in nominations or self-nominations (when conducting elections) are not allowed to be members of the Vote Counting Committee.
- Duties of the Vote Counting Committee:
 - Disseminate principles, regulations, and guide the method of voting and election.
 - Review and report to the General Meeting cases of violation of voting or election regulations or complaints regarding voting or election results;
 - Check and record voting ballots, election ballots, prepare the vote counting minutes, announce the results; transfer the minutes to the Chairperson.

4.8 Delegate Status Verification Committee

- The Delegate Status Verification Committee of the General Meeting consists of 02 persons, including 01 Head and 01 members, established by the Board of Directors and introduced to the General Meeting by the Presidium.
- Duties of the Delegate Status Verification Committee:
 - Verify the status and attendance of shareholders and shareholder representatives attending the meeting.
 - The Head of the Delegate Status Verification Committee reports to the General Meeting of Shareholders on the attendance of shareholders. If the meeting has a sufficient number of shareholders and authorized representatives entitled to attend, representing over 50% of the total voting shares, the Company's General Meeting of Shareholders shall be convened.

4.9 Speaking at the General Meeting

- Delegates attending the General Meeting who wish to speak must obtain the consent of the General Meeting Chairperson. Delegates should speak concisely and focus on the key issues for discussion, in accordance with the agenda approved by the General Meeting, or submit their opinions in writing to the Meeting Secretary for compilation and reporting to the Chairperson.
- The General Meeting Chairperson will arrange for delegates to speak in the order of registration, and simultaneously address shareholders' questions at the General Meeting or note them for written response later.

4.10 Voting on matters at the General Meeting

4.10.1 Principle

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Working Regulations of the 2025 Annual General Meeting of Shareholders

- All matters on the agenda and content of the General Meeting must be discussed and voted on openly by the General Meeting of Shareholders.
- Voting cards, voting ballots, and election ballots are printed by the Company, affixed with a seal, and handed directly to delegates at the general meeting (along with the General Meeting attendance documents). The voting cards, voting ballots, and election ballots clearly state the delegate code, full name, number of shares owned and authorized to vote by that delegate.
- The Chairperson proposes the forms of voting for each matter on the agenda for the General Meeting to approve.
- The forms of voting are as follows:
 - Voting by raising Voting Cards: This method is used to approve matters such as: the Meeting Agenda; the Working Regulation at the Meeting; the Election Regulation; the personnel of the Presiding Board; the personnel of the Vote Counting Committee; the approval of the Meeting Minutes, the Meeting Resolution, and other contents at the Meeting (if any).
 - Voting by filling out Voting Ballots: This method is used to approve Reports and Submissions at the Meeting.

4.10.2 Voting Method

- Delegates shall cast their votes to Approve, Disapprove, or Abstain from a matter put to a vote at the Meeting by raising their Voting Card or marking their choice on the corresponding Voting Ballot for the contents requiring a vote as stipulated in Section 4.10.1.
- When voting by raising the Voting Card, the front of the Voting Card must be raised high towards the Presiding Board. If a delegate does not raise the Voting Card during all three voting rounds (Approve, Disapprove, or Abstain) for a matter, they shall be deemed to have voted in favor of that matter. If a delegate raises the Voting Card more than one (01) time when voting Approve, Disapprove, or Abstain for a matter, the vote shall be considered invalid. According to the method of voting by raising the Voting Card, members of the Delegate Credentials Verification Committee/Vote Counting Committee shall mark the delegate code and the corresponding number of votes for each shareholder who Votes Approve, Disapprove, Abstain, and Invalid.
- When voting by filling out the Voting Ballot, for each content, delegates shall select one of the three options "Approve", "Disapprove", "Abstain" pre-printed on the Voting Ballot by marking "X" or "✓" in the chosen box. After completing all contents requiring a vote at the Meeting, delegates shall submit the Voting Ballot to the sealed ballot box at the Meeting as instructed by the Vote Counting Committee. The Voting Ballot must bear the delegate's signature and clearly state their full name.



4.10.3 Validity of the Voting Ballot

- A **valid Voting Ballot** is a ballot in the pre-printed form issued by the Organizing Committee of the General Meeting, bearing the Company's red seal, without any erasure, alteration, tearing, damage, etc., containing no additional content other than what is stipulated for this ballot, and must have the delegate's handwritten signature with their full name clearly stated below the signature.

On the voting ballot, the voting content (Report, Proposal) is valid when the delegate marks one (01) of the three (03) voting boxes.

- **Invalid Voting Ballot:**

- Adding other content to the voting ballot;
- A Voting Ballot not in the pre-printed form issued by the Organizing Committee of the General Meeting, a ballot without the Company's red seal, or a ballot that has been erased, altered, has additional content written on it other than what is stipulated for the voting ballot, a ballot without a signature, or without the delegate's full name clearly stated, in which case all voting contents on the voting ballot are invalid.

4.10.4 Voting Rules

Each 01 (one) common share is equivalent to one voting right. Each attending delegate representing one or more voting rights shall be issued a Voting Card and a Voting Ballot.

- As of the shareholder list closing date (**20/05/2025**), the total number of shares of the Company is: 27,201,349 shares, equivalent to 27,201,349 voting rights.
- Matters requiring a vote at the Meeting shall only be approved when assented to by shareholders holding over 50% of the total voting rights of all attending shareholders. Particularly, in certain cases of voting matters stipulated in Clause 1, Article 21 of the Company Charter, the approval of 65% or more of the total voting rights of all attending shareholders is required.
- Note:
 - Interested shareholders/authorized representatives shall not have the right to vote on contracts and transactions valued at 35% or more (of the total asset value of the Company recorded in the latest financial statements); such contracts or transactions shall only be approved when shareholders/authorized representatives holding 65% or more of the total remaining votes approve (pursuant to Clause 4, Article 167 of the Law on Enterprises 2020).
 - Shareholders/authorized representatives of shareholders owning 51% or more of the total voting shares or related persons of such shareholder shall not have the right to vote on contracts and transactions valued at more than 10% (of the total asset value of the Company recorded in the latest financial statements) between the Company and such

Working Regulations of the 2025 Annual General Meeting of Shareholders

shareholder (pursuant to Point b, Clause 3 and Clause 4, Article 167 of the Law on Enterprises 2020).

4.10.5 Recording Voting and Election Results

- At the Meeting, the General Meeting of Shareholders shall approve the Vote Counting Committee.
- The Vote Counting Committee is responsible for collecting voting ballots and election ballots.
- The Vote Counting Committee shall check the number of votes for, against, and abstentions for each agenda item and shall be responsible for recording, compiling, and reporting the voting results at the GMS.

4.11 Election of the Board of Directors and Board of Supervisors

The election of members of the BOD and BOS must be conducted in accordance with the Regulations on the Election of Members of the Board of Directors and Board of Supervisors approved by the General Meeting of Shareholders at the meeting.

4.12 Minutes and Resolutions of the GMS

All proceedings at the General Meeting of Shareholders must be recorded by the Meeting Secretary in the Minutes of the General Meeting of Shareholders. The Minutes of the General Meeting of Shareholders must be read and approved before the Meeting is adjourned.

5. IMPLEMENTATION

- All delegates, representatives, and guests attending the Meeting are responsible for fully complying with the provisions of these Regulations, the Company's current rules, regulations, and management policies, and relevant legal provisions.
- The convener of the GMS has the right to:
 - Require all attendees to undergo inspection or other security measures;
 - Request competent authorities to maintain order at the meeting; expel from the GMS those who do not comply with the Chairperson's authority, intentionally disrupt order, impede the normal progress of the meeting, or fail to comply with security inspection requirements.
- Matters not specifically regulated in these Regulations shall be uniformly applied in accordance with the provisions of the Company's Charter, the Law on Enterprises 2020, and current State legal documents.

These Regulations shall take effect immediately after being approved by the Company's GMS.



Working Regulations of the 2025 Annual General Meeting of Shareholders

Recipient:

- GMS;
- BOD, BOM, BOS;
- Archive: AD, Secretary.

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

NGUYEN CONG LY





**DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

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DRAFT

**REGULATION ON NOMINATION, CANDIDACY, AND ELECTION
BOARD OF DIRECTORS AND BOARD OF SUPERVISORS
FOR THE 2025 – 2030 TERM
DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

Base on:

- *Enterprise Law No. 59/2020/QH14 dated 17/06/2020;*
- *Securities Law No. 54/2019/QH14 dated 26/11/2019 and accompanying sub-law documents;*
- *Decree 155/2020/ND-CP Providing detailed regulations for the implementation of a number of articles of the Securities Law passed on 31/12/2020;*
- *Charter of Organization and Operation of Dong Nai Roofsheets & Construction Material Joint Stock Company;*
- *Internal Regulation on Corporate Governance of Dong Nai Roofsheets & Construction Material Joint Stock Company.*

The General Meeting's Vote Counting Committee announces the Regulation on nomination, candidacy, and election of the Board of Directors and Board of Supervisors at the 2025 Annual General Meeting of Shareholders of Dong Nai Roofsheets & Construction Material Joint Stock Company as follows:

I. Explanation of terms/abbreviations:

- Company : Dong Nai Roofsheets & Construction Material Joint Stock Company
- BOD : Board of Directors
- BOS : Board of Supervisors
- Organizing Committee : Organizing Committee
- GMS : General Meeting of Shareholders
- Delegates : Shareholders, representatives (authorized persons)

II. Chairperson at the meeting:

The Chairperson at the meeting is responsible for presiding over the election with specific tasks being:

Regulation on Nomination, Candidacy, and Election of the Board of Directors and Board of Supervisors for the 2025 – 2030 Term

- ~~Introducing~~ the list of nominees and candidates for the BOD and BOS;
- Supervising voting and vote counting;
- Resolving complaints regarding the election (if any)

III. Regulation on nomination and candidacy for the BOD:

- Number of BOD members: 03 members
- Term: 2025 – 2030
- Maximum number of BOD candidates: unlimited

1. Rights to nominate and be a candidate for the BOD:

Shareholders or groups of shareholders owning 10% or more of the total common shares have the right to nominate candidates for the Board of Directors according to the provisions of the Enterprise Law and the Company Charter.

Nominated candidates must fully meet the criteria stated in section 2 below.

In case the number of candidates for the Board of Directors through nomination and candidacy is still not sufficient, the incumbent Board of Directors may nominate additional candidates or organize nominations according to a mechanism regulated by the company in the Internal Regulation on Corporate Governance and the Operating Regulation of the Board of Directors. The introduction of additional candidates by the incumbent Board of Directors must be clearly announced before the General Meeting of Shareholders votes to elect members of the Board of Directors according to the provisions of law.

2. Criteria for candidates participating in the Board of Directors: *Candidates participating in the Board of Directors must fully meet the following standards and conditions*

- Having full civil act capacity, not belonging to the group of persons not allowed to manage enterprises according to the provisions in Clause 2, Article 17 of Enterprise Law 59/2020/QH14;
- Having professional qualifications and experience in business administration or in the company's business field, sector, or profession and not necessarily being a shareholder of the company;
- Not allowed to be a person with family relationship (wife, husband, biological father, biological mother, adoptive father, adoptive mother, father-in-law (husband's side), mother-in-law (husband's side), father-in-law (wife's side), mother-in-law (wife's side), biological child, adopted child, son-in-law, daughter-in-law, biological older brother, biological older sister, biological younger sibling, brother-in-law, younger brother-in-law, sister-in-law, younger sister-in-law, wife's biological older brother, husband's biological older brother, wife's biological older sister, husband's biological older sister, wife's biological younger sibling, husband's biological younger sibling) of the General Director and other managers of the company; of the manager, person with authority to appoint the manager of the parent company;
- A member of the company's Board of Directors may concurrently be a member of the Board of Directors of no more than 05 other companies.

Regulation on Nomination, Candidacy, and Election of the Board of Directors and Board of Supervisors for the 2025 – 2030 Term

IV. Regulations on nomination and candidacy for the Board of Supervisors:

- Number of Board of Supervisors members: 03 persons
- Term of office: 2025 – 2030
- Maximum number of Board of Supervisors candidates: unlimited.

1. Right to nominate and stand for election:

A shareholder or group of shareholders holding 10% or more of the total common shares has the right to nominate candidates for the Board of Supervisors in accordance with the provisions of the Law on Enterprises and the Company Charter.

Nominated candidates must meet the criteria specified in section 2 below.

In case the number of BOS candidates through nomination and candidacy is still insufficient, the incumbent BOS may nominate additional candidates or organize nominations according to the mechanism stipulated by the company in the Internal Corporate Governance Regulations and the Operating Regulations of the Board of Supervisors. The introduction of additional candidates by the incumbent Board of Supervisors must be clearly announced before the General Meeting of Shareholders votes to elect members of the Board of Supervisors in accordance with the law.

2. Criteria for candidacy for Board of Supervisors membership: *Candidates participating in the Board of Supervisors must fully meet the following criteria and conditions*

- Have full civil capacity and are not prohibited from establishing and managing enterprises as stipulated in Clause 2, Article 17 of Law on Enterprises no. 59/2020/QH14;
- Be trained in one of the fields of economics, finance, accounting, auditing, law, business administration, or a field suitable for the company's business activities;
- Must not be a person with a family relationship (spouse, birth father, birth mother, adoptive father, adoptive mother, father-in-law, mother-in-law, father-in-law, mother-in-law, birth child, adopted child, son-in-law, daughter-in-law, birth brother, birth sister, birth sibling, brother-in-law, sister-in-law, sister-in-law, brother-in-law of wife, brother-in-law of husband, sister-in-law of wife, sister-in-law of husband, sibling-in-law of wife, sibling-in-law of husband) with a member of the Board of Directors, Director or General Director, and other managers;
- Must not be a manager of the company; is not necessarily a shareholder or employee of the company;
- Does not work in the accounting or finance department of the Company;
- Is not a member or employee of an approved auditing firm that performed audits of the company's financial statements in the 03 consecutive years prior.
- Other criteria and conditions as stipulated by other relevant laws and the Company Charter.

V. Election principles:

- Strictly comply with the provisions of law and the Company Charter.

Regulation on Nomination, Candidacy, and Election of the Board of Directors and Board of Supervisors for the 2025 – 2030 Term

- Voting rights are calculated based on the number of shares held or represented. The election results are calculated based on the number of voting shares of the shareholders attending the meeting.
- For each election, a shareholder representative may only use one ballot corresponding to the number of shares held or represented.
- The Vote Counting Committee is nominated by the Chairperson and approved by the General Meeting. Members of the Vote Counting Committee must not be on the list of nominees or candidates for the Board of Directors or the Board of Supervisors.

VI. Voting method:

- The list of candidates for the Board of Directors and Board of Supervisors is arranged in alphabetical order by name, with full name written on the voting ballot.
- Voting method:
 - Cumulative voting method is applied: whereby each shareholder has a total number of votes corresponding to the total number of shares held multiplied by the number of members to be elected for the Board of Directors or the Board of Supervisors.
 - Attending delegates have the right to cast their total number of votes for one or some candidates.
 - Each attending shareholder shall be issued one ballot for the Board of Directors and one ballot for the Board of Supervisors. Upon receiving the ballot, delegates must check the information recorded on the ballot, and if there are any errors, they must immediately inform the Vote Counting Committee.
 - In case additional candidates arise on the day of the meeting, delegates may contact the Vote Counting Committee to request a new voting ballot and must return the old voting ballot (before placing it into the voting ballot box).
 - How to mark the Voting ballot:
 - ✓ Delegates vote for a maximum number of candidates equal to the number of members to be elected;
 - ✓ If casting all votes cumulatively for one or distributing all votes equally among the candidates, delegates shall mark the “**Cumulative Voting**” box for the corresponding candidates.
 - ✓ If casting an unequal number of votes for each candidate, delegates shall clearly write the number of votes in the “**Number of Votes**” box for the corresponding candidates.

Note:

In case a delegate both marks the “**Cumulative Voting**” box and writes the quantity in the number of votes box, the result shall be based on the number of votes in the “**Number of Votes**” box.

- Voting ballot shall be placed into the ballot box which has been sealed before the vote counting begins.

Regulation on Nomination, Candidacy, and Election of the Board of Directors and Board of Supervisors for the 2025 – 2030 Term

- Valid voting ballot: is a voting ballot according to the pre-printed form issued by the organizing committee, bearing the Company's red seal, without erasure or alteration, and without adding any content other than what is specified for the voting ballot.
- The following voting ballot shall be considered invalid:
 - Adding other content to the voting ballot;
 - Voting ballot not according to the pre-printed form issued by the organizing committee, ballots without the company's red seal, or that have been erased, altered, or have other content added beyond what is specified for the voting ballot;
 - The number of candidates voted for by the delegate is greater than the number of members to be elected;
 - Ballots where the total number of votes cast for the candidates by the delegates is greater than the total number of votes allowed;
 - Absence of signature and full name of the attending delegate.
- After the voting concludes, the vote counting shall be conducted under the supervision of the Vote Counting Committee and a shareholder representative (if needed).
- The Vote Counting Committee is responsible for preparing the vote counting minutes, announcing the results, and together with the presidium, addressing shareholders' questions and complaints (if any).
- After counting, the ballots shall be stored according to regulations and opened upon request by the Company's General Meeting of Shareholders.

VII. Principles for electing candidates:

- Elected individuals are determined by the number of votes received, from highest to lowest, starting from the candidate with the highest number of votes until the required number of members is reached.
- In case two (02) or more candidates receive the same number of votes for the final member position, a re-election shall be conducted among the candidates with the equal number of votes.
- If the result of the first election does not yield the required number of members, elections shall continue until the required number of members is elected.

VIII. Documents for nomination and candidacy for election to the Board of Directors and Board of Supervisors:

Documents for candidacy and nomination for election to the Board of Directors and Board of Supervisors include:

- Application for candidacy/nomination for election to the Board of Directors and Board of Supervisors (according to form).
- Curriculum Vitae (according to form).
- Copies of the following documents: ID Card/Passport.

Regulation on Nomination, Candidacy, and Election of the Board of Directors and Board of Supervisors for the 2025 – 2030 Term

- Certificates of cultural and professional qualifications (if any).

The nominator for the Board of Directors and Board of Supervisors must be responsible before the law and the General Meeting of Shareholders for the accuracy and truthfulness of the content in their application.

Applications should be sent to Dong Nai Roofsheets & Construction Material Joint Stock Company before **04:00 P.M. on June 10, 2025** at the following address:

Office of Dong Nai Roofsheets & Construction Material Joint Stock Company

Address: Road No. 4, Bien Hoa 1 Industrial Park, Bien Hoa City, Dong Nai Province

Phone: (0251) 3 836 984

Fax: (0251) 3 836 984

The above is the entire regulation on nomination and election to the Board of Directors and Board of Supervisors at the 2025 Annual General Meeting of Shareholders of Dong Nai Roofsheets & Construction Material Joint Stock Company, respectfully submitted to the General Meeting of Shareholders for consideration and approval.

This regulation shall take effect immediately after being approved by the General Meeting of Shareholders.

ON BEHALF OF THE BOARD OF DIRECTORS

Recipient:

CHAIRMAN

- GMS;
- BOD, BOM, BOS;
- Archive: AD, Secretary.

NGUYEN CONG LY

C.P. 1/1



BOARD OF DIRECTORS' REPORT

YEAR 2024

June 2025

I. REPORT ON THE ACTIVITIES OF THE BOARD OF DIRECTORS IN 2024

1. Company's Business Performance Results

In the context of facing numerous difficulties in production and business operations, along with many unfavorable factors, the Board of Directors and the Board of Management have made efforts to analyze, evaluate, and propose various options to minimize risks and damage to the Company's operations, while ensuring business efficiency and the safety of all employees. The Board of Directors also closely monitored and guided the Company's Board of Management to adhere to the plans approved by the 2024 General Meeting of Shareholders.

Implementation results are as follows:

No.	Indicators	2023	2024	% Increase/Decrease
1	Roofing Sheet Sales Revenue	47,632	43,744	-8.16%
2	Cement Processing Revenue	38,869	50,297	29.40%
3	Revenue from Sales of Goods and Other Finished Products	15,192	69.38	-99.54%
4	Other Revenue	7,428	769.42	-89.64%
Revenue from Sales of Goods and Services Rendered		109,121	94,879	-13.05%

2. Members and Structure of the Board of Directors

No.	Member of the Board of Directors	Position	Appointment Date to the Board of Directors	Number of Shares at DONAC	Ownership Ratio/ Charter Capital (%)
1	Mr. Nguyen Cong Ly	Chairman	15/05/2015	5,720,000	21.01%
2	Mr. Nguyen Ba Thuyen	Member	27/04/2017	-	-
3	Ms. Nguyen Thi Mai Thao	Member	27/04/2017	2,800,000	10.29%

➤ Summary of Board of Directors' Meetings

Immediately after the 2024 Annual General Meeting of Shareholders, the Company's Board of Directors seriously implemented the Meeting's Resolution, carried out post-meeting information disclosure, and implemented solutions to fulfill the tasks assigned by the General Meeting of Shareholders.

The Company's Board of Directors maintained regular meetings as stipulated by the Company's Charter, and promptly reported its activities to the State Securities Commission in accordance with regulations.

The Company's Board of Directors consists of 03 members, and all meetings during the year were attended by all members of the Board of Directors.

No.	Full Name	Position	Number of meetings attended	Percentage attended
1	Mr. Nguyen Cong Ly	Chairman of the Board of Directors	04	100%
2	Mr. Nguyen Ba Thuyen	Member of the Board of Directors non-executive	04	100%
3	Ms. Nguyen Thi Mai Thao	Member of the Board of Directors non-executive	04	100%

The Board of Directors consists of 3 members and held 04 meetings. Details are as follows:

No.	Resolution/Decision Number	Date	Content	Approval Percentage
1	01/NQ-HĐQT	06/03/2024	Issuance of the Company's Information Disclosure Regulation	100%
2	02/NQ-HĐQT	13/06/2024	Selection of the financial statement auditor	100%
3	03/2024/NQ-HĐQT	18/07/2024	Dismissal and Appointment of the General Director – Legal Representative of the Company	100%
4	04/NQ-HĐQT	19/12/2024	Regarding the Approval of the Clinker Supply Contract signed with AD Trading and Transportation Joint Stock Company	100%

➤ **Resolutions and Decisions of the Board of Directors**

In 2024, the Board of Directors issued 4 Resolutions and Decisions related to business operations management, approval decisions, and other decisions. All resolutions and decisions issued by the Board of Directors received the consensus and agreement of the members and were consistent with the Company's Charter.

3. **Activities of other subcommittees under the Board of Directors:** DONAC Board of Directors did not establish any subcommittees.
4. **Results of the Board of Directors' Supervision of the Board of Management and other Executives**

The Board of Directors conducted periodic and regular supervision of the Board of Management through quarterly or extraordinary meetings, and communication via email, phone, and other electronic means regarding the implementation status of the strategy, objectives, and business plan approved by the General Meeting of Shareholders on 31/05/2024, as well as the implementation of the Board of Directors' Resolutions and quarterly business results.

Furthermore, the Board of Management proactively reported and regularly communicated with the Board of Directors through reporting systems, updating progress, implementation results, difficulties, and obstacles to seek guidance. The Chairman and members of the Board of Directors reviewed the reports according to their assigned scope of supervision.

In 2024, amidst significant fluctuations in the global and domestic economy, the Board of Directors acknowledged and highly appreciated the efforts of the Board of Management in maintaining business operations, improving operational efficiency, and complying with legal regulations. The Board of Management proactively developed and implemented appropriate business strategies to maintain the Company's stable operations, implemented risk control measures to minimize negative impacts from the market, proactively optimized costs, reviewed production activities, and sought alternative raw material sources with more reasonable costs.

5. **Remuneration, operating expenses, and other benefits of the Board of Directors and each member of the Board of Directors**

In accordance with the content of the Resolution of the 2024 Annual General Meeting of Shareholders, as the Company's business results are still at a loss, the Board of Directors will not receive remuneration in 2024.

II. DIRECTION OF ACTIVITIES OF THE BOARD OF DIRECTORS IN 2025

1. Business Production Plan

Indicator	Unit	Plan 2025	Actual 2024	% Increase/Decrease compared to actual 2024
Net Revenue	VND Million	338,901	94,879	257%
EBITDA	VND Million	121,444	19,594	519%

The 2025 business plan is significantly higher than 2024 actuals because the Nhon Trach Plant ceased production from January to May 2024 for machine maintenance, repair, and overhaul. In June 2024, the Nhon Trach Plant completed these repairs and maintenance activities and resumed production and sales operations.

2. Specific solutions are as follows:

- Regarding production activities: Continue to tighten the management of materials and labor. In addition, leverage experience in equipment repair, improve the efficiency of working capital utilization.
- Regarding cost management: Ensure input materials at reasonable costs, strengthen control over production and management costs, and enhance competitiveness.
- Regarding human resources: Promote training to improve workers' skills combined with corporate culture education. Build a scientific working style, strictly comply with technical regulations, labor safety, and environmental protection, contributing to raising the sense of responsibility and discipline throughout the team.
- Finalize the relocation plan for the Donac plant at Bien Hoa I Industrial Park in accordance with Land Withdrawal Notice No. 461/TB-UBND issued by the People's Committee of Bien Hoa City on April 11, 2025. At the same time, develop a plan to construct a fiber cement board manufacturing plant with a capacity of 3,000,000 m²/year on a 3-hectare site at the Nhon Trach Cement Plant Branch.
- Regarding regulatory compliance: Strictly comply with the provisions of the Law on Enterprises, the Law on Securities, the Law on Environmental Protection, etc., and closely monitor market developments to promptly implement appropriate response solutions.
- Regarding social responsibility and environmental protection: Effectively fulfill social and environmental responsibilities, use resources economically, and actively participate in community activities.

III. REPORT ON TRANSACTIONS

- 1. Transactions between the company, its subsidiaries, companies controlled by the public company holding 50% or more of the Charter Capital, and members of the Board of Directors and their related persons: None**
- 2. Transactions between the company and companies in which a member of the Board of Directors was a founding member or a business manager within the last 03 years prior to the transaction time: None**

This is a summary report on the activities of the Board of Directors regarding the implementation of the Resolution of the 2024 General Meeting of Shareholders and the direction of activities for 2025.

Respectfully submitted to the Meeting for consideration and approval.

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

NGUYEN CONG LY

C.P. ★ IV



BOARD OF SUPERVISORS REPORT

YEAR 2024

June 2025



**DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

Address: Bien Hoa 1 Industrial Zone, Street No. 4, An Binh Ward, Bien Hoa City, Dong Nai Province
Phone: (0251) 383 6130 – Fax: (0251) 383 6023
Website: www.donac.net

I. SUPERVISION OF ACTIVITIES IN 2024

1. Activities of the Board of Supervisors

➤ Activities of the Board of Supervisors Members

No.	Member of Board of Supervisors	Position	Start/End Date as Member of Board of Supervisors	
			Appointment Date	Dismissal Date
1	Ms. Nguyen Thi Thuy Vy	Head of Board	22/11/2021	31/05/2024
2	Mr. Tran Hong Duc	Head of Board	31/05/2024	-
3	Mr. Nguyen Hoang Vi	Member	26/06/2020	31/05/2024
4	Ms. Pham Thi Hoai Phuong	Member	31/05/2024	-
5	Mr. Pham Duc Hung	Member	15/05/2015	-

➤ Regarding changes in Board of Supervisors personnel in 2024

- During the 2024 Annual General Meeting of Shareholders, the General Meeting of Shareholders approved the resignation letters of Ms. Nguyen Thi Thuy Vy and Mr. Nguyen Hoang Vi.
- Also during this meeting, the General Meeting of Shareholders elected Mr. Tran Hong Duc and Ms. Pham Thi Hoai Phuong to join the Board of Supervisors for the 2020-2025 term.

➤ In 2024, the Board of Supervisors held 03 regular meetings

No.	Member of Board of Supervisors	Number of meetings attended	Ratio attended	Reason for not attending
1	Ms. Nguyen Thi Thuy Vy	03/03	100%	-
2	Mr. Nguyen Hoang Vi	03/03	100%	-
3	Mr. Pham Duc Hung	03/03	100%	-
4	Mr. Tran Hong Duc	0/03	0%	Appointed on 31/05/2024
5	Ms. Pham Thi Hoai Phuong	0/03	0%	Appointed on 31/05/2024



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In addition, representatives of the Board of Supervisors fully attended the meetings of the Company's Board of Directors. The activities of the Board of Supervisors focused on the following main tasks:

- Supervising the Company's compliance with legal regulations in management and the implementation of resolutions of the General Meeting of Shareholders and the Board of Directors;
- Supervising investment activities, capital utilization, and management;
- Reviewing quarterly and annual financial statements to assess the truthfulness and reasonableness of financial figures, in compliance with current accounting standards, regulations, and financial policies;
- Proposing to the General Meeting of Shareholders for approval the selection plan for an independent audit firm to audit the company's 2024 financial statements;
- Performing other tasks in accordance with its functions and duties.

2. Results of supervision over the Board of Directors

The meetings of the Board of Directors ("BOD") were conducted in strict accordance with the procedures stipulated in the Law on Enterprises, the Company's Charter, and the BOD's Operating Regulations, promptly addressing proposals and recommendations from the General Director arising during the business operations. The BOD closely supervised the activities of the General Management Board in business operations and the implementation of the resolutions set forth by the General Meeting of Shareholders.

3. Supervision of the activities of the Board of Management and other executives

- The Board of Management effectively implemented the resolutions and decisions of the BoD, complying with internal regulations and rules.
- The Company's Operating Regulations were well implemented by the Board of Management, better ensuring the planning and systematic nature of production and business activities.
- Proactively managed daily, weekly, monthly, quarterly, and annual production and business operations in accordance with the set plan and in sync from management departments to divisions, departments, and production workshops. Timely provided cost-saving solutions and effective production management at each stage.



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- The Board of Management strictly enforced financial management regulations, flexibly utilized the Company's capital sources, and operated machinery and equipment to ensure labor safety for employees.

4. Assessment of financial statements and financial activities in 2024

Audit opinion on the 2024 financial statements

Basis for Disclaimer of Opinion

As of the end of the fiscal year ended December 31, 2024, the Company's business operations incurred a loss of VND 80,328,335,370. Furthermore, the accumulated loss as of this date was VND 868,081,954,894, exceeding the owner's contributed capital and funds by VND 496,414,030,493. Additionally, as of December 31, 2024, current liabilities exceeded current assets by VND 892,466,549,393 (see Note VII.3 in the Notes to the Financial Statements). Moreover, the Company has not repaid the principal amount of long-term loans due for repayment totaling VND 460,657,270,145 (beginning of year amount was VND 460,657,270,145), and interest expense and penalties for late interest payment still payable total VND 704,384,907,920 (beginning of year amount was VND 616,572,115,795) (see Notes V.17 and V.18 in the Notes to the Financial Statements). On December 07, 2023, the Dong Nai Department of Planning and Investment issued Official Letter No. 5806/SKHĐT-KTĐN regarding the timeline for relocating businesses within Bien Hoa 1 Industrial Park according to the "Project on converting Bien Hoa 1 Industrial Park into an urban - commercial - service area and improving the environment" by the Dong Nai Provincial People's Committee. The Company falls under the category of businesses required to complete the relocation work in phase 2 before December 2025. Currently, the Company has no plan for this relocation (see Note V.20a in the Notes to the Financial Statements). These conditions indicate a material uncertainty related to the Company's ability to continue as a going concern.

The Company has not considered making a provision for doubtful debts from Cong Thanh Cement Joint Stock Company in the amount of VND 279,566,881,907, which is not in compliance with Vietnamese Accounting Standards and the Vietnamese Corporate Accounting System. The auditor of Cong Thanh Cement Joint Stock Company issued a disclaimer of opinion regarding the Company's ability to continue as a going concern. If the Company were to make a full provision for doubtful debts as guided, then on the Balance Sheet as of December 31, 2024, the item "Provision for Doubtful Debts" (Code 137) would increase by VND 279,566,881,907 and "Undistributed Profit After Tax" (Code 421) would decrease correspondingly.



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Regarding the "Disclaimer of Conclusion" opinion on the Company's future operating ability related to the loan debt, accumulated losses exceeding charter capital, the Board of General Directors provides the following explanation:

- As of December 31, 2024, the Company's business operations were not yet profitable due to high interest expense and overdue penalty interest costs. In the Income Statement for the fiscal year 2024, Gross profit from sales and service provision was VND -6.4 Billion (previous year December 31, 2023 was VND -13.9 Billion). However, the bank's lending interest rate is high at 12.5%/year and the overdue penalty interest is 6.25%/year, leading to interest expense of VND 87.8 Billion (previous year December 31, 2023 was VND 75.7 Billion), resulting in a business loss. If this loan could be restructured, the Company could still maintain profitable business operations to offset previous losses, rectify the negative equity, and align with the going concern assumption in preparing the financial statements.
- Market factors are also not truly favorable for the Company's production and business activities, such as difficult market conditions, especially the real estate market which has not recovered, being the main reason for the sharp decline in consumption of construction materials (CM) in 2024, increased product inventory, and sales and service provision revenue in 2024 reaching VND 94.8 Billion, a decrease of 13% compared to the same period last year (previous year December 31, 2023 was VND 109 Billion).

In addition to the above issue, the Company's Board of Management has conducted assessments and believes that the Company will continue to generate cash flow from its business operations to meet debt repayment obligations and continue operating in the subsequent years.

Board of Supervisors' Opinion:

- The Board of Supervisors acknowledges the opinion of the Company's Board of Management as reflecting the objective truth of the matter. However, it is also necessary to advise the Board of Directors and the Board of Management to proactively work with the auditor, banks to clarify the issues mentioned in the opinion.
- The Board of Supervisors completely agrees with the audited figures in the 2024 Audited Financial Statements.

5. Report on the remuneration expenses of the Company's Board of Supervisors

According to the resolution of the 2024 Annual General Meeting of Shareholders, the Board of Supervisors did not receive remuneration in 2024.

6. Assessment report on transactions between the company, its subsidiaries, companies controlled by the public company holding 50% or more of charter capital, and members of



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the Board of Directors, General Director, other executives of the enterprise, and their related persons: None

7. Report on transactions between the company and companies in which members of the Board of Directors, General Director, or other executives of the enterprise were founding members or managers within the last 03 years prior to the transaction date: None

II. ASSESSMENT REPORT ON THE COORDINATION BETWEEN THE BOARD OF SUPERVISORS AND THE BOARD OF DIRECTORS, BOARD OF MANAGEMENT, AND SHAREHOLDERS IN 2024

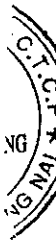
- The Board of Supervisors proactively discussed and agreed with the Board of Directors on the inspection and supervision contents, and coordinated with the Board of Management during the implementation of inspection and supervision work.
- The Board of Directors has fully provided its Resolutions and Decisions to the Board of Supervisors.
- The Board of Management has facilitated the Board of Supervisors in collecting information and documents related to business operations.
- The Board of Directors, Board of Supervisors, Board of Management, and other management personnel of the Company have had a close cooperative relationship in the work of operating and managing business activities.

III. COMMENTS AND RECOMMENDATIONS

Based on the contents of the above reports, the Board of Supervisors has some proposals and recommendations to the Board of Directors and the Company's Board of Management, and respectfully submits them to the General Meeting of Shareholders for consideration, specifically as follows:

- Work with creditors to negotiate and restructure loans and overdue interest and penalties, in order to reduce financial cost pressure in the short term.
- The General Director needs to implement specific measures to reduce costs, strictly manage inventory, and improve production and business efficiency in the context of the construction materials market still facing many difficulties.
- Continue to strengthen direction on handling receivables: fully confirm debts and implement debt recovery measures.

IV. WORK PLAN OF THE SUPERVISORY BOARD FOR 2025





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Based on the functions and duties of the Board of Supervisors and the objectives approved by the General Meeting of Shareholders, the Board of Supervisors develops the 2025 work plan as follows:

- Continue to maintain supervision and evaluation of the implementation of the General Meeting of Shareholders' Resolutions, promptly detecting deviations to propose effective corrective measures.
- Inspect and supervise the issuance and implementation of the Board of Directors' Resolutions and Decisions, ensuring compliance with the Company Charter and current legal regulations.
- Provide opinions and advice to the Board of Directors and the Board of Management on corporate governance issues, financial restructuring, improving business performance, and ensuring the continuous and stable operation of the Company.

Above is the content of the 2024 report and the 2025 work plan of the Board of Supervisors respectfully submitted to the 2025 Annual General Meeting of Shareholders.

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

**ON BEHALF OF THE BOARD OF SUPERVISORS
HEAD OF THE BOARD OF SUPERVISORS**

TRAN HONG DUC



**REPORT OF
THE BOARD OF MANAGEMENT
YEAR 2024**

June 2025



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I. Business Environment Overview:

➤ **Business Environment**

In 2024, the global economy continued to face numerous challenges due to high inflation, prolonged geopolitical conflicts, and the slowdown in major economies. The U.S. Federal Reserve (Fed) maintained high interest rates longer than expected, increasing borrowing costs and reducing spending and investment in the economy. Furthermore, the exchange rate continuously increased sharply, reaching +4.13% by December 31 compared to the beginning of the year, leading to higher input costs for some raw materials. Additionally, escalating conflicts significantly pushed up oil prices in April and July, increasing production and transportation costs. Particularly, the crisis in the Red Sea – a crucial trade route transporting up to 12% of global merchandise trade volume – caused severe supply chain disruptions, interrupting the flow of goods and increasing logistics costs.

Domestically, in 2024, economic growth is estimated to reach over 7% GDP (exceeding the set target of 6 - 6.5% GDP). The industrial sector recovered positively and grew strongly compared to 2023. However, the building materials sector was strongly affected by changes in the real estate market. According to the Ministry of Construction, the real estate sector is still in a slow recovery phase, with many construction projects delayed or extended, leading to a significant decrease in building material consumption demand.

➤ **Raw Material Price Fluctuations:**

The main raw materials for cement production include limestone, clay, and sand. The materials mainly used for fiber cement roofing sheet production are cement and asbestos. In 2024, mineral raw material prices continuously escalated, putting significant pressure on production costs, especially the price of the main raw material – white asbestos. The main reason is the Russia-Ukraine conflict, which led to supply chain disruptions and negatively impacted asbestos exports from Russia, the country accounting for the majority of Vietnam's supply. Economic sanctions against Russia not only restricted trade transactions but also increased transportation and payment costs. This created significant pressure on DONAC's profit margin, reducing its competitiveness in the market.

II. Assessment of 2024 Business Performance

1. General Assessment

➤ **Advantages:**



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- The Company consistently received timely attention and support from agencies, departments, and local authorities, creating favorable conditions for DONAC to maintain stable operations in a volatile market context.
- The Board of Management and employees collectively maintained unity and responsibility, jointly striving to fulfill business production tasks and the Company's sustainable development orientation.
- DONAC continued to receive trust and companionship from shareholders, customers, partners, and state management agencies.

> Disadvantages:

- The building materials sector, particularly cement and roofing sheets, is heavily dependent on the demand from the construction and real estate sectors. However, since the Covid-19 pandemic, the real estate market has remained sluggish, with many projects stalled, leading to a significant decrease in consumption demand.
- Input material prices continued to remain high while market purchasing power had not recovered, creating significant pressure on the Company's production costs and profit margins.
- Limited financial resources affected the ability to invest in expansion or technological innovation in production, making it difficult for the Company to enhance its competitiveness in the market.

2. 2024 Business Results

No.	Indicators	2023	2024	% increase/decrease
1	Revenue from roofing sheet sales	47,632	43,744	-8.16%
2	Revenue from cement processing	38,869	50,297	29.40%
3	Revenue from sales of goods and other finished products	15,192	69,38	-99.54%
4	Other revenue	7,428	769,42	-89.64%
Revenue from sales and service provision		109,121	94,879	-13.05%

Due to weak market demand, DONAC's revenue had not yet recovered. The company's sales and service revenue reached VND 94,879 million, a decrease of 13.05% compared to last year. DONAC's revenue comes from two main segments: roofing sheet sales revenue and cement



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processing revenue. Specifically, roofing sheet sales revenue in 2024 decreased by 8.16%, accounting for 46.10% of the Company's total revenue structure. The main reason was the general market difficulties and the Company not generating additional transactions with Cong Thanh Cement Joint Stock Company. On the other hand, cement processing revenue recorded strong growth of 29.40%, reaching VND 50,297 million, becoming the main source of income with a proportion of 53.01% of total revenue. This growth was thanks to the business cooperation with Productinon And Trading Of Construction Materials LNG TOM Joint Stock Company.

3. Improvements During the Year:

Over the past year, the Company implemented several adjustments and improvements to enhance the efficiency of its production and business operations, specifically as follows:

- Continued focus on core business lines where the Company has capabilities and competitive advantages, particularly maintaining stable cement production operations according to signed processing contracts.
- Capital utilization was managed more flexibly and effectively, with strict control mechanisms, helping to ensure rational resource allocation and limit waste.
- The organizational structure was adjusted to be more suitable for the scale and actual operations, focusing on promoting the individual capacity of managers and employees, while strengthening coordination among departments.
- The Company implemented stricter monitoring of plans related to purchasing, production, and equipment maintenance, thereby ensuring stable operation of machinery systems and cost savings.
- Implemented 24/7 tracking and monitoring of production and sales activities to ensure quick response to requests arising from distributors and customers, thereby contributing to improving service quality and maintaining brand reputation.

III. 2025 Plan

1. 2025 Economic Forecast

According to the World Bank, Vietnam's GDP in 2025 could grow by approximately 6.8%, continuing the recovery momentum from 2024. The main growth drivers are exports, public investment, domestic consumption, and FDI inflows. Exports are expected to grow strongly thanks to free trade agreements (FTAs) such as CPTPP, EVFTA, and RCEP, along with the shift in global supply chains. FDI into Vietnam is expected to continue increasing, especially in high-tech, electronics manufacturing, logistics, and renewable energy sectors, thanks to stable investment attraction policies.



**DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

Address: Bien Hoa 1 Industrial Park, Street No. 4, An Binh Ward, Bien Hoa City, Dong Nai Province
Phone: (0251) 383 6130 - Fax: (0251) 383 6023
Website: www.donac.net

In Vietnam, the Government continues to accelerate public investment disbursement, focusing on key infrastructure projects such as the North-South Expressway, Long Thanh International Airport, and seaport expansion. At the same time, the State Bank's flexible monetary policy helps stabilize interest rates, support businesses, and stimulate consumption.

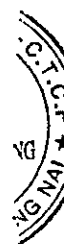
Based on the above factors, the economy in 2025 is expected to be quite optimistic, and as public investment is emphasized, the cement industry will also grow accordingly.

2. Specific indicators

Indicator	Unit	Actual 2024	Plan 2025
Production			
- Roofing sheets	m ²	1,597,285.2	1,428,192
- Cement	Tons	70,111.51	264,000
Sales			
- Roofing sheets	m ²	1,303,146.13	1,461,024
- Cement	Tons	70,111.51	264,000
Net revenue from sales and service provision	Billion VND	94.88	338.9
EBITDA	Billion VND	19.60	121.44
Profit after tax	Billion VND	(80.33)	2.58

Implementation measures:

- Strengthen cost and input material management: Strictly control production costs, especially raw materials, fuel, etc. Implement synchronized cost-saving measures to maximize resource utilization efficiency and increase profits.
- Maintain and improve the quality of the production line system: Accelerate periodic maintenance and upkeep to ensure stable and uninterrupted operation of machinery. Equipment must ensure high performance and safety for workers.
- Ensure labor safety and working environment: Create a safe, clean, and environmentally friendly working environment.
- Expand consumption market:
 - *For roofing sheets:* Enhance product promotion with messages emphasizing utility, economy, and durability. Improve customer care services and build sustainable relationships with the system of agents and distributors.





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Website: www.donac.net

- *For cement:* Proactively coordinate with partners to develop flexible production plans, meeting quality standards and consumption needs well.

Efficiently utilize financial resources: Strictly manage and effectively use the Company's capital sources, ensuring flexibility while strictly complying with current legal regulations.

The above is a summary report of the business production activities of the Board of Management in 2024 and the operational direction for 2025/

Submitted to the General Meeting of Shareholders for consideration.

**ON BEHALF OF THE BOARD OF MANAGEMENT
GENERAL DIRECTOR**

TRAN THI MONG THU



**DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

No.: .../ TTr- DHDCD

Dong Nai, May 30, 2025

PROPOSAL

Re: Approval of the audited financial statements for the year 2024

To: General Meeting of Shareholders of Dong Nai Roofsheets & Construction Materials Joint Stock Company

- Pursuant to the Enterprise Law No. 59/2020/QH14 passed by the National Assembly on 17/06/2020;
- Pursuant to the Securities Law No. 54/2019/QH14 passed by the National Assembly on 26/11/2019;
- Pursuant to the Charter on Organization and Operation of Dong Nai Roofsheets & Construction Materials Joint Stock Company;
- Pursuant to the audited financial statements for the year 2024;

Pursuant to Point f, Clause 15, Article 15 of the Charter of Dong Nai Roofsheets & Construction Materials Joint Stock Company, which stipulates the rights and obligations of the General Meeting of Shareholders regarding the approval of the Company's annual audited financial statements.

The Board of Directors of Dong Nai Roofsheets & Construction Materials Joint Stock Company respectfully submits to the General Meeting of Shareholders for voting and approval the audited financial statements for the year 2024, which have been audited by A&C Auditing And Consulting Company Limited (*full text of the 2024 audited financial statements is attached*).

Respectfully submitted to the General Meeting of Shareholders for consideration.

Thank you sincerely!

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN

NGUYEN CONG LY

**DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

No.: .../ TTr- DHDCD

Dong Nai, May 30, 2025

PROPOSAL

Re: Profit Distribution Plan for 2024

To: General Meeting of Shareholders of Dong Nai Roofsheets & Construction Material Joint Stock Company

- Pursuant to the Law Enterprises No. 59/2020/QH14 passed by the National Assembly on 17/06/2020;
- Pursuant to the Law Securities No. 54/2019/QH14 passed by the National Assembly on 26/11/2019;
- Pursuant to the Charter on Organization and Operation of Dong Nai Roofsheets & Construction Material Joint Stock Company;
- Pursuant to the Audited Financial Statements for 2024;

The Company's Board of Directors respectfully submits to the Company's General Meeting of Shareholders for approval of the following content: Due to the business results for 2024 being a loss, the Company will not distribute dividends and will not set aside funds in 2024.

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

Sincerely thank you!

ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN

NGUYEN CONG LY





**DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

No.: .../ TTr- DHDCD

Dong Nai, May 30, 2025

PROPOSAL

Re: Business and Production Plan for 2025

**To: General Meeting of Shareholders of Dong Nai Roofsheets & Construction Material
Joint Stock Company**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 passed by the National Assembly on 17/06/2020;
- Pursuant to the Law on Securities No. 54/2019/QH14 passed by the National Assembly on 26/11/2019;
- Pursuant to the Charter of Organization and Operation of Dong Nai Roofsheets & Construction Material Joint Stock Company.

Based on the business and production situation in 2024, the Company's development orientation for 2025, the Board of Directors respectfully submits to the General Meeting of Shareholders for consideration and approval of the business and profit distribution plan for 2025 as follows:

Business and Profit Plan for 2025:

- Net Revenue : 338.9 VND Billion
- EBITDA : 121.44 VND Billion

Profit Distribution for 2025:

The Board of Directors respectfully submits to the General Meeting of Shareholders the profit distribution plan for 2025 if the Company makes a profit, as follows:

- 1% of profit after tax will be used to pay remuneration to the Board of Directors and the Board of Supervisors.
- The remaining portion will be used to offset the accumulated loss from previous years.

Respectfully submitted to the General Meeting of Shareholders for consideration.

Thank you sincerely!

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

NGUYEN CONG LY



**DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

No.: .../ TTr- DHDCD

Dong Nai, May 30, 2025

PROPOSAL

Re: Remuneration of the Board of Directors, Board of Supervisors

**To: General Meeting of Shareholders of Dong Nai Roofsheets & Construction Material
Joint Stock Company**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 passed by the National Assembly on 17/06/2020;
- Pursuant to the Law on Securities No. 54/2019/QH14 passed by the National Assembly on 26/11/2019;
- Pursuant to the Charter of Organization and Operation of Dong Nai Roofsheets & Construction Material Joint Stock Company.

The Board of Directors respectfully submits to the General Meeting of Shareholders for approval the issue of remuneration for the Board of Directors and Board of Supervisors as follows:

1. Remuneration for the Board of Directors and Board of Supervisors in 2024 is as follows:

Due to the Company's business results last year recording a loss, the Board of Directors proposes not to pay remuneration to the Board of Directors and Board of Supervisors in 2024.

Total remuneration amount paid in 2024: 0 VND

2. Remuneration for the Board of Directors and Board of Supervisors in 2025 is proposed as follows:

The Board of Directors proposes the remuneration level for the Board of Directors and Board of Supervisors in 2025 to be one percent (01%) of profit after tax. However, if the Company has no profit, no remuneration will be calculated.

Respectfully submitted to the General Meeting of Shareholders for consideration.

Sincerely thank you!

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

NGUYEN CONG LY



**DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

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

No.: .../ TTr- DHDCD

Dong Nai, May 30, 2025

PROPOSAL

Re: Selection of audit firm for the 2025 financial statements

**To: General Meeting of Shareholders of Dong Nai Roofsheets & Construction Material
Joint Stock Company**

- Pursuant to Law on Enterprises No. 59/2020/QH14 passed by the National Assembly on 17/06/2020;
- Pursuant to Law on Securities No. 54/2019/QH14 passed by the National Assembly on 26/11/2019;
- Pursuant to Decree 155/2020/ND-CP detailing the implementation of a number of articles of the Law on Securities passed on 31/12/2020;
- Pursuant to the Charter on organization and operation of Dong Nai Roofsheets & Construction Material Joint Stock Company.

The Board of Supervisors respectfully submits to the General Meeting of Shareholders for approval the list of audit firms to audit the 2025 financial statements as follows:

1. A&C Auditing And Consulting Company Limited
2. UHY Auditing And Consulting Company Limited.
3. BDO Audit Services Company Limited

Authorize the Board of Directors to select and sign contracts with the audit firm from the submitted list.

Respectfully submit to the General Meeting of Shareholders for consideration.

Thank you sincerely!

**ON BEHALF OF THE BOARD OF SUPERVISORS
HEAD OF THE BOARD OF SUPERVISORS**

TRAN HONG DUC

No.: .../ TTr- DHDCD

Dong Nai, Jun 17, 202

PROPOSAL

Re: Election of Members of the Board of Directors for the term 2025 – 2030

To: General Meeting of Shareholders of Dong Nai Roofsheets & Construction Material Joint Stock Company

- Pursuant to the Law on Enterprises No. 59/2020/QH14 passed by the National Assembly on 17/06/2020;
- Pursuant to the Law on Securities No. 54/2019/QH14 passed by the National Assembly on 26/11/2019;
- Pursuant to Decree No. 155/2020/ND-CP dated 31/12/2020 providing detailed regulations for the implementation of a number of articles of the Law on Securities;
- Pursuant to the Charter on Organization and Operation of Dong Nai Roofsheets & Construction Material Joint Stock Company.

The Board of Directors respectfully submits to the General Meeting of Shareholders for approval the following matters:

1. Dismissal of Members of the Board of Directors for the term 2020 – 2025:

- Mr. Nguyen Cong Ly - Chairman of the Board of Directors
- Mr. Nguyen Ba Thuyen - Member of the Board of Directors
- Ms. Nguyen Thi Mai Thao - Member of the Board of Directors

2. Election of Members of the Board of Directors for the term 2025 – 2030 as follows:

- Number of Members of the Board of Directors : 03 persons
- Term : 2025 – 2030
- Maximum number of Board of Directors candidates : Unlimited
- Criteria for candidates participating in the Board of Directors (Pursuant to Clause 1, Article 155 of the Law on Enterprises No. 59/2020/QH14 and Article 275 of Decree No. 155/2020/ND-CP)

3. Approval of the list of candidates for the Board of Directors for the term 2025 – 2030:

- Mr. Nguyen Cong Ly
- Mr. Nguyen Duy Ninh
- Mr./Ms. ...

Other contents related to the election of Members of the Board of Directors for the term 2025 – 2030 shall be applied according to the Regulation on nomination, candidacy, and election of members of the Board of Directors for the term 2025 – 2030 at the 2025 Annual General Meeting

of Shareholders.

Respectfully submitted to the General Meeting of Shareholders for consideration.

Thank you sincerely!

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

NGUYEN CONG LY



CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM

Độc Lập – Tự Do – Hạnh Phúc

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SƠ YẾU LÝ LỊCH

1/ Họ và tên:	NGUYỄN CÔNG LÝ
2/ Giới tính:	Nam
3/ Ngày tháng năm sinh:	03/12/1961
4/ Nơi sinh:	Vĩnh Phúc
5/ CMND/CCCD/Hộ chiếu:	ngày cấp:
6/ Quốc tịch:	Việt Nam
7/ Dân tộc:	Kinh
8/ Địa chỉ thường trú:	
9/ Số điện thoại công ty:	Số điện thoại di động:
10/ Địa chỉ email:	
11/ Trình độ chuyên môn:	12/12
12/ Quá trình công tác: + Từ ... đến ... : + Từ ... đến ... :	Năm 1980: buôn bán xi măng Năm 1990: Giám Đốc công ty TNHH Thuận Thảo Năm 1998: Giám Đốc Công Ty TNHH Tina Năm 2005-18/08/2010 : Tổng Giám Đốc Công Ty CP Tấm Lợp-VLXD Đồng Nai Từ 19/08/2010 đến nay: Chủ tịch Công Ty CP Tấm Lợp-VLXD Đồng Nai Năm 2006 đến nay: Chủ tịch Công Ty CP Xi Măng Công Thanh
13/ Các chức vụ công tác hiện nay:	Chủ tịch HĐQT
14/ Tổng số CP nắm giữ (chốt ngày.../.../...) 5.720.000 cổ phần, chiếm 21% vốn điều lệ, trong đó:	
+ Đại diện phần vốn của (tên tổ chức là cổ đông Nhà nước/cổ đông chiến lược/ khác): cổ phần, chiếm% vốn điều lệ
+ Cá nhân sở hữu:	5.720.000 cổ phần, chiếm 21% vốn điều lệ
15/Các cam kết nắm giữ (nếu có)	

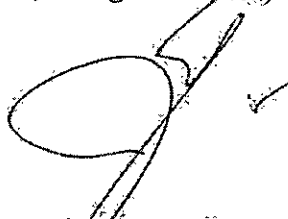
16/Những người liên quan có nắm giữ cổ phiếu của công ty: – Mỗi quan hệ:; nắm giữ: CP; chiếm vốn điều lệ
 – Mỗi quan hệ:; nắm giữ: CP; chiếm% vốn điều lệ
17/ Lợi ích liên quan đối với Công ty:	
18/ Quyền lợi mâu thuẫn với Công ty:	

Tôi cam đoan những lời khai trên đây là hoàn toàn đúng sự thật, nếu sai tôi xin hoàn toàn chịu trách nhiệm trước pháp luật.

..... ngày 14 tháng 06 năm 2025

Người khai

(Ký tên, ghi rõ họ tên)


Nguyễn Công Lý

CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM

Độc Lập – Tự Do – Hạnh Phúc

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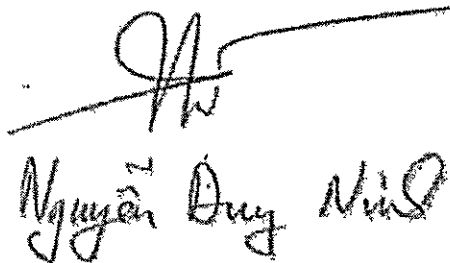
SƠ YẾU LÝ LỊCH

1/ Họ và tên:	NGUYỄN DUY NINH
2/ Giới tính:	Nam
3/ Ngày tháng năm sinh:	02/11/1976
4/ Nơi sinh:	Thượng Đình, Thanh Xuân, Hà Nội
5/ CMND/CCCD:	ngày cấp:
6/ Quốc tịch:	Việt Nam
7/ Dân tộc:	Kinh
8/ Địa chỉ thường trú:	
9/ Số điện thoại công ty:	Số điện thoại di động:
10/ Địa chỉ email:	
11/ Trình độ chuyên môn:	Kỹ sư Xây dựng, Thạc sỹ quản lý dự án
12/ Quá trình công tác:	
+ Từ 2006 đến 2016 :	- Quản lý kỹ thuật Polysius/Thyssenkrupp Việt Nam
+ Từ 2017 đến 2024 :	- Chuyên gia cấp cao-Loesche GmbH- Đức
+ Từ 2/ 2025 đến nay :	- Nhà máy nhiệt điện LNG Công Thanh
13/ Các chức vụ công tác hiện nay:	Giám đốc dự án
14/ Tổng số CP nắm giữ (chốt ngày: .../.../...):	có phần, chiếm ... vốn điều lệ, trong đó:
+ Đại diện phần vốn của (tên tổ chức là cổ đông Nhà nước/cổ đông chiến lược/ khác):	...có phần, chiếm ...% vốn điều lệ
+ Cá nhân sở hữu:	...có phần, chiếm ... vốn điều lệ
15/ Các cam kết nắm giữ (nếu có)	
16/ Những người liên quan có nắm giữ cổ phiếu của công ty: – Mỗi quan hệ:; nắm giữ: CP, chiếm vốn điều lệ
 – Mỗi quan hệ:; nắm giữ: CP, chiếm% vốn điều lệ
17/ Lợi ích liên quan đối với Công ty:	
18/ Quyền lợi mâu thuẫn với Công ty:	

Tôi cam đoan những lời khai trên đây là hoàn toàn đúng sự thật, nếu sai tôi xin hoàn toàn chịu trách nhiệm trước pháp luật.

Hà Nội, ngày 10 tháng 6 năm 2025.

Người khai



Nguyễn Duy Ninh



No.: .../ TTr- DHDCD

Dong Nai, Jun 17, 2025

PROPOSAL

Re: Election of Members of the Board of Supervisors for the term 2025 – 2030

**To: General Meeting of Shareholders of Dong Nai Roofsheets & Construction Material
Joint Stock Company**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 passed by the National Assembly on 17/06/2020;
- Pursuant to the Law on Securities No. 54/2019/QH14 passed by the National Assembly on 26/11/2019;
- Pursuant to Decree No. 155/2020/ND-CP dated 31/12/2020 providing detailed regulations for the implementation of a number of articles of the Law on Securities;
- Pursuant to the Charter on Organization and Operation of Dong Nai Roofsheets & Construction Material Joint Stock Company.

The Board of Directors respectfully submits to the General Meeting of Shareholders for approval the following matters:

1. Dismissal of Members of the Board of Supervisors for the term 2020 – 2025:

- Mr. Tran Hong Duc - Head of the Board of Supervisors
- Ms. Pham Thi Hoai Phuong - Member of the Board of Supervisors
- Mr. Pham Duc Hung - Member of the Board of Supervisors

2. Election of Members of the Board of Supervisors for the term 2025 – 2030 as follows:

- Number of Members of the Board of Supervisors : 03 persons
- Term : 2025 – 2030
- Maximum number of Board of Supervisors candidates : Unlimited
- Criteria for candidates participating in the Board of Supervisors (Pursuant to Clause 2 Article 168 and Article 169 Law on Enterprises No. 59/2020/QH14 and Article 286 of Decree No. 155/2020/ND-CP)

3. Approval of the list of candidates for the Board of Supervisors for the term 2025 – 2030:

- Mr. Le Huu Khai
- Mr. Nguyen Van Thanh
- Ms. Do Thi Tam

Other contents related to the election of Members of the Board of Supervisors for the term 2025 – 2030 shall be applied according to the Regulation on nomination, candidacy, and election of Documents for the 2025 Annual General Meeting of Shareholders

members of the Board of Supervisors for the term 2025 – 2030 at the 2025 Annual General Meeting of Shareholders.

Respectfully submitted to the General Meeting of Shareholders for consideration

Thank you sincerely!

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN

NGUYEN CONG LY



CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM

Độc Lập – Tự Do – Hạnh Phúc

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SƠ YẾU LÝ LỊCH


1/ Họ và tên:	LÊ HỮU KHẢI
2/ Giới tính:	Nam
3/ Ngày tháng năm sinh:	01/01/1980
4/ Nơi sinh:	Bình Định
5/ CMND/CCCD/Hộ chiếu:	
6/ Quốc tịch:	Việt Nam
7/ Dân tộc:	Kinh
8/ Địa chỉ thường trú:	
9/ Số điện thoại công ty: :	
10/ Địa chỉ email:	
11/ Trình độ chuyên môn:	Đại Học
12/ Quá trình công tác:	2009-nay: công ty cp tấm lợp VLXD Đồng Nai
+ Từ ... đến ... :	
+ Từ ... đến ... :	
+ Từ ... đến ... :	
13/ Các chức vụ công tác hiện nay:	Trưởng phòng KCS
14/ Tổng số CP nắm giữ (chốt ngày.../.../...) cổ phần, chiếm% vốn điều lệ, trong đó:	
+ Đại diện phần vốn của (tên tổ chức là cổ đông Nhà nước/cổ đông chiến lược/ khác): cổ phần, chiếm% vốn điều lệ
+ Cá nhân sở hữu: cổ phần, chiếm% vốn điều lệ
15/Các cam kết nắm giữ (nếu có)	
16/Những người liên quan có nắm giữ cổ phiếu của công ty: – Mối quan hệ:; nắm giữ: CP, chiếm vốn điều lệ
 – Mối quan hệ:; nắm giữ: CP, chiếm% vốn điều lệ
17/ Lợi ích liên quan đối với Công ty:	
18/ Quyền lợi mâu thuẫn với Công ty:	

Tôi cam đoan những lời khai trên đây là hoàn toàn đúng sự thật, nếu sai tôi xin hoàn toàn chịu trách nhiệm trước pháp luật.

....., ngày 01. tháng 06. năm 2025

Người khai.

(Ký tên, ghi rõ họ tên)


Lê Thị Lan

CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM

Độc Lập – Tự Do – Hạnh Phúc

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SƠ YẾU LÝ LỊCH

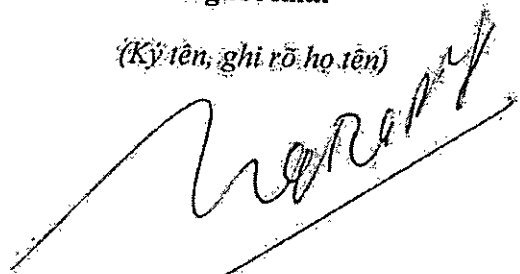
1/ Họ và tên:	NGUYỄN VĂN THÀNH		
2/ Giới tính:	NAM		
3/ Ngày tháng năm sinh:	19.05.1958		
4/ Nơi sinh:	Đông Nai.		
5/ CMND/CCCD/Hộ chiếu:		ngày cấp:	
6/ Quốc tịch:	Việt Nam		
7/ Dân tộc:	Kinh.		
8/ Địa chỉ thường trú:			
9/ Số điện thoại công ty:		Số điện thoại di động:	
10/ Địa chỉ email:			
11/ Trình độ chuyên môn:			
12/ Quá trình công tác:	<p>+ Từ ... đến ... : Từ 07.04.1984 đến 30/05/2005</p> <p>+ Từ ... đến ... : Công nhân vận hành máy</p> <p>+ Từ ... đến ... : Từ 01/06/2005 đến nay làm Thủ Hộ Thành Phố</p>		
13/ Các chức vụ công tác hiện nay:	Thủ Hộ Thành Phố		
14/ Tổng số CP nắm giữ (chốt ngày.../.../...), cổ phần, chiếm% vốn điều lệ, trong đó:			
+ Đại diện phần vốn của (tên tổ chức là cổ đông Nhà nước/cổ đông chiến lược/ khác): cổ phần, chiếm% vốn điều lệ		
+ Cá nhân sở hữu: cổ phần, chiếm% vốn điều lệ		
15/ Các cam kết nắm giữ (nếu có)			
16/ Những người liên quan có nắm giữ cổ phiếu của công ty:	<p>..... – Mối quan hệ:; nắm giữ: CP, chiếm vốn điều lệ</p> <p>..... – Mối quan hệ:; nắm giữ: CP, chiếm% vốn điều lệ</p>		
17/ Lợi ích liên quan đối với Công ty:			
18/ Quyền lợi mâu thuẫn với Công ty:			

Tôi cam đoan những lời khai trên đây là hoàn toàn đúng sự thật, nếu sai tôi xin hoàn toàn chịu trách nhiệm trước pháp luật.

ĐƠN... KHAI..., ngày 15 tháng 05 năm 2025

Người khai

(Ký tên, ghi rõ họ tên)



NGUYỄN VĂN THÀNH

CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM

Độc Lập – Tự Do – Hạnh Phúc

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SƠ YẾU LÝ LỊCH

1/ Họ và tên:	Đỗ Thị Tâm
2/ Giới tính:	Nữ
3/ Ngày tháng năm sinh:	04/12/1994
4/ Nơi sinh:	Thái Bình
5/ CMND/CCCD/Hộ chiếu:	ngày cấp:
6/ Quốc tịch:	Việt Nam
7/ Dân tộc:	Kinh
8/ Địa chỉ thường trú:	
9/ Số điện thoại công ty:	
10/ Địa chỉ email:	
11/ Trình độ chuyên môn:	Đại học
12/ Quá trình công tác:	Từ 2021 – nay: Công ty cổ phần tâm lý VLXD Đồng Nai
+ Từ ... đến ... :	
+ Từ ... đến ... :	
+ Từ ... đến ... :	
13/ Các chức vụ công tác hiện nay:	Nhân viên kế toán
14/ Tổng số CP nắm giữ (chốt ngày.../.../...) cổ phần, chiếm% vốn điều lệ, trong đó:	
+ Đại diện phân vốn của (tên tổ chức là cổ đông Nhà nước/cổ đông chiến lược/khác): cổ phần, chiếm% vốn điều lệ
+ Cá nhân sở hữu: cổ phần, chiếm% vốn điều lệ
15/ Các cam kết nắm giữ (nếu có)	
16/ Những người liên quan cổ nắm giữ cổ phiếu của công ty: – Một quan hệ:; nắm giữ: CP, chiếm% vốn điều lệ
 – Một quan hệ:; nắm giữ: CP, chiếm% vốn điều lệ
17/ Lợi ích liên quan đối với Công ty:	
18/ Quyền lợi mâu thuẫn với Công ty:	

Tôi cam đoan những lời khai trên đây là hoàn toàn đúng sự thật, nếu sai tôi xin hoàn toàn chịu trách nhiệm trước pháp luật.

..... ngày tháng năm 2025

Người khai

(Ký tên, ghi rõ họ tên)



Đỗ Thị Tâm



**DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

No.: ...

Dong Nai,, 2025

DRAFT

**RESOLUTION OF THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL JOINT STOCK COMPANY**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 passed by the National Assembly on 17/06/2020;
- Pursuant to the Law on Securities No. 54/2019/QH14 passed by the National Assembly on 26/11/2019;
- Pursuant to the Charter on Organization and Operation of Dong Nai Roofsheets & Construction Material Joint Stock Company;
- Pursuant to the Minutes of the 2025 Annual General Meeting of Shareholders No. ... dated 20/06/2025.

RESOLVED

On 20/06/2025, at Cong Thanh Cement Plant - Tam Son Hamlet, Tan Truong Commune, Nghi Son Town, Thanh Hoa Province, the 2025 Annual General Meeting of Shareholders of Dong Nai Roofsheets & Construction Material Joint Stock Company was held with the participation of shareholders owning shares, representing % of the total outstanding voting shares of the Company.

After hearing the content of the Reports and Proposals, the Meeting discussed and unanimously voted to approve the resolution with the following contents:

Article 1: Approve the 2024 Report on the activities of the Board of Directors and the 2025 Activity Plan

The General Meeting voted to approve with ... approving shares, representing ...% of the voting shares attending the Meeting.

Article 2: Approve the 2024 Report on the activities of the Board of Supervisors and the 2025 Activity Plan

The General Meeting voted to approve with ... approving shares, representing ...% of the voting shares attending the Meeting.

Article 3: Approve the Report of the Company's Board of Management on the 2024 business performance and the 2025 Activity Plan

The General Meeting voted to approve with ... approving shares, representing ...% of the voting shares attending the Meeting.

Article 4: Approve the Proposal on the Company's audited 2024 financial statements

The General Meeting voted to approve with ... approving shares, representing ...% of the voting shares attending the Meeting.

Article 5: Approve the Proposal on the 2024 business results and profit distribution

The General Meeting voted to approve with ... approving shares, representing ...% of the voting shares attending the Meeting.

Article 6: Approve the Proposal on the 2025 business production plan

The General Meeting voted to approve with ... approving shares, representing ...% of the voting shares attending the Meeting.

Article 7: Approve the Proposal on the remuneration of the Board of Directors and the Board of Supervisors

The General Meeting voted to approve with ... approving shares, representing ...% of the voting shares attending the Meeting.

Article 8: Approve the Proposal on the selection of the auditing firm for 2025

The General Meeting voted to approve with ... approving shares, representing ...% of the voting shares attending the Meeting.

Article 9: Election of the Board of Directors for the term 2025 – 2030:

▪ **Approve the list of candidates for the Board of Directors including:**

- Mr./Ms. (Curriculum vitae attached)
- Mr./Ms. (Curriculum vitae attached)
- Mr./Ms. (Curriculum vitae attached)

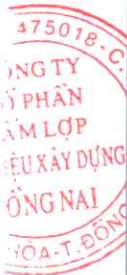
The General Meeting voted to approve with ... approving shares, representing ...% of the voting shares attending the Meeting.

Article 14: Election of the Board of Supervisors for the term 2025 – 2030:

▪ **Approval of the list of Board of Supervisors candidates including:**

- Mr./Ms. (Curriculum vitae attached)
- Mr./Ms. (Curriculum vitae attached)
- Mr./Ms. (Curriculum vitae attached)

Voting section:



The General Meeting voted to approve with ... approving shares, representing ...% of the voting shares attending the Meeting.

ELECTION RESULTS:

Full name	Position	Number of votes	Election percentage
BOARD OF DIRECTORS			
	Member of the Board of Directors		
	Member of the Board of Directors		
	Member of the Board of Directors		
BOARD OF SUPERVISORS			
	Supervisor		
	Supervisor		
	Supervisor		

The Resolution was fully approved by the 2025 Annual General Meeting of Shareholders of Dong Nai Roofsheets & Construction Material Joint Stock Company at the meeting. The Board of Directors, Board of Management, and relevant individuals are responsible for implementing this resolution. This resolution is effective from the date of signing.

Recipients:

- *Board of Directors.*
- *Board of Management.*
- *Company Secretary.*

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



DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL JOINT STOCK COMPANY
2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

DRAFT

VOTING CARD

VOTER ID: **DCT.000...**

Full name:

Number of owned shares: ... shares

Number of authorized shares: ... shares

Total number of voting shares: ... shares



DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL JOINT STOCK COMPANY
2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS



VOTING BALLOT
VOTER ID: DCT.000...

DRAFT

Full Name: ...

Number of voting ballots owned: ... voting ballots

Number of voting ballots authorized: ... voting ballots

Total number of voting ballots represented: ... voting ballots

(Check the corresponding box of your choice for each content)

CONTENTS	Approve	Disapprove	Abstain
Content 01: Report on the activities of the Board of Directors in 2024 and the 2025 Activity Plan			
Content 02: Report on the activities of the Board of Supervisors in 2024 and the 2025 Activity Plan			
Content 03: Report of the Company's Board of Management on the 2024 business performance and the 2025 Activity Plan			
Content 04: The proposal on the Company's audited 2024 financial statements			
Content 05: The proposal on the 2024 business results and profit distribution			
Content 06: The proposal on the 2025 business production plan			
Content 07: The proposal on the remuneration of the Board of Directors and the Board of Supervisors			
Content 08: The proposal on the selection of the auditing firm for 2025			
Content 09: The proposal on election of the Board of Directors for the term 2025 – 2030			
Content 10: The proposal on election of the Board of Supervisors for the term 2025 – 2030			

Instruction:

Shareholders check in one of three boxes:

Approve/Disapprove/Abstain for each content.

June 20, 2025

VOTER

(Signature and full name)



DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL JOINT STOCK COMPANY
2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS



ELECTING MEMBERS OF THE BOARD OF DIRECTORS
VOTER ID: DCT.000...

DRAFT

Full Name: ...

Number of voting ballots owned: ... voting ballots

Number of voting ballots authorized: ... voting ballots

Total number of voting ballots represented: ... voting ballots

Total number of votes: ... votes

I hereby agree to cast the following votes for new Board of Directors members for the 2025 – 2030 term:

No	Full Name	Equally cumulative voting	Unequally split voting
1	A		
2	B		
3	C		

Instructions:

1. The maximum number of candidates that delegates are eligible to elect is equal to the number of candidates needed to elect (3 people).
2. In case of equally accumulative voting for one or several candidates, delegates check in the “**Equally cumulative voting**” box for each corresponding candidates.
3. If the number of voting rights is different for candidates, delegates must specify the number of voting rights in the “**Unequally split voting**” of each corresponding candidates.

June 20, 2025

VOTER

(Signature and full name)



DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL JOINT STOCK COMPANY
2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS



DRAFT

ELECTING MEMBERS OF THE BOARD OF SUPERVISORS
VOTER ID: DCT.000...

Full Name: ...

Number of voting ballots owned: ... voting ballots

Number of voting ballots authorized: ... voting ballots

Total number of voting ballots represented: ... voting ballots

Total number of votes: ... votes

I hereby agree to cast the following votes for new Board of Supervisors members for the 2025 – 2030 term:

No	Full Name	Equally cumulative voting	Unequally split voting
1	F		
2	G		
3	H		

Instructions:

1. The maximum number of candidates that delegates are eligible to elect is equal to the number of candidates needed to elect (3 people).
2. In case of equally accumulative voting for one or several candidates, delegates check in the **"Equally cumulative voting"** box for each corresponding candidates.
3. If the number of voting rights is different for candidates, delegates must specify the number of voting rights in the **"Unequally split voting"** of each corresponding candidates.

June 20, 2025

VOTER

(Signature and full name)



**DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

Address: Bien Hoa 1 Industrial Park, Road No. 4, An Binh Ward, Bien Hoa City, Dong Nai Province
Phone: (0251) 383 6130 - Fax: (0251) 383 6023
Website: www.donac.net



**NOMINATION RECOMMENDATION PAPER
MEMBERS OF THE BOARD OF SUPERVISORS TERM 2025 – 2030**

(Applies to shareholders)

To: Dong Nai Roofsheets & Construction Material Joint Stock Company

- Full name of shareholder:
- ID Card/Passport: Date of issue: Place of issue:
- Legal representative (if any):
- Number of shares owned:share(s)
- Corresponding total value according to face value: (VND)

Please suggest that Dong Nai Roofsheets & Construction Material Joint Stock Company let me nominate:

1. **Mr/Mrs:**
 ID Card/Passport: Date of issue: Place of issue:
 Permanent address:
 Education level: Major:
 Share ownership: (share(s))
 Corresponding total value according to face value: (VND)
2. **Mr/Mrs:**
 ID Card/Passport: Date of issue: Place of issue:
 Permanent address:
 Education level: Major:
 Share ownership: (share(s))
 Corresponding total value according to face value: (VND)
3. **Mr/Mrs:**
 ID Card/Passport: Date of issue: Place of issue:
 Permanent address:
 Education level: Major:
 Share ownership: (share(s))
 Corresponding total value according to face value: (VND)
4. **Mr/Mrs:**
 ID Card/Passport: Date of issue: Place of issue:



Permanent address:
Education level:Major:
Share ownership: (share(s))
Corresponding total value according to face value: (VND)

5. **Mr/Mrs:**
ID Card/Passport: Date of issue:Place of issue:
Permanent address:
Education level:Major:
Share ownership: (share(s))
Corresponding total value according to face value: (VND)

Candidating to join The Board of Supervisors of Dong Nai Roofsheet & Construction Material Joint Stock Company term 2025 - 2030

Best regards

Attached documents:

- Copy of ID card/Passport.
- Candidate's curriculum vitae.
- Certificates of educational and professional qualifications (if any).

....., Date..... month year

Nominee

(Sign, stamp your full name)





**DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

Address: Bien Hoa 1 Industrial Park, Road No. 4, An Binh Ward, Bien Hoa City, Dong Nai Province
Phone: (0251) 383 6130 - Fax: (0251) 383 6023
Website: www.donac.net

**NOMINATION RECOMMENDATION PAPER
MEMBERS OF THE BOARD OF SUPERVISORS TERM 2025 – 2030**

(Applies to shareholders groups)

To: Dong Nai Roofsheets & Construction Material Joint Stock Company

- Representative of shareholder group:
- ID Card/Passport: Date of issue: Place of issue:
(Enclosed with List of group shareholder)
- Legal representative (if any):
- Number of shares owned: share(s)
- Corresponding total value according to face value: (VND)

**Please suggest that Dong Nai Roofsheets & Construction Material Joint Stock Company let
our nominate:**

1. Mr/Mrs:

ID Card/Passport: Date of issue: Place of issue:

Permanent address:

Education level: Major:

Share ownership: (share(s))

Corresponding total value according to face value: (VND)

2. Mr/Mrs:

.....

ID Card/Passport: Date of issue: Place of issue:

Permanent address:

Education level: Major:

Share ownership: (share(s))

Corresponding total value according to face value:
(VND)

3. Mr/Mrs:

.....

ID Card/Passport: Date of issue: Place of issue:

Permanent address:

Education level: Major:



Share ownership: (share(s))
Corresponding total value according to face value: (VND)

4. Mr/Mrs:

ID Card/Passport: Date of issue: Place of issue:
Permanent address:
Education level: Major:
Share ownership: (share(s))
Corresponding total value according to face value: (VND)

5. Mr/Mrs:

.....
ID Card/Passport: Date of issue: Place of issue:
Permanent address:
Education level: Major:
Share ownership: (share(s))
Corresponding total value according to face value: (VND)

Candidating to join The Board of Supervisors of Dong Nai Roofsheets & Construction Material Joint Stock Company term 2025 - 2030

Best regards

Attached documents:

- Copy of ID card/Passport.
- Candidate's curriculum vitae.
- Certificates of educational and professional qualifications (if any).

....., Date..... month year

.....

Nominee of shareholder group

(Sign, stamp your full name)





List of group shareholders
Enclosed with nomination recommendation paper
of the group shareholders
(Sample)

Ordinal number	Full name	ID card/Passport	Permanent address	Share ownership	Shareholder's signature/signature and stamp if it is an organization
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
....					
....					
....					
....					
Total					



MEETING MINUTES

NOMINATION OF CANDIDATES FOR THE BOARD OF SUPERVISORS DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL JOINT STOCK COMPANY TERM 2025 – 2030

- Pursuant to the Charter of Organization and Operation of Dong Nai Roofsheets & Construction Material Joint Stock Company
- Pursuant to the Regulations on nominating members for The Board of Supervisors of Dong Nai Roofsheets & Construction Material Joint Stock Company for the term 2025 – 2030,

Today, on/...../2025, at, we, the shareholders of Dong Nai Roofsheets & Construction Material Joint Stock Company, collectively holding ... shares (in words: shares), accounting for% of the total voting shares of the Company, are listed as follows:

No.	Full name	ID card/Passport	Permanent address	Share ownership	Shareholder's signature/signature and stamp if it is an organization
1					
2					
3					
4					
5					
	Total				

We unanimously nominate:

Mr./Ms.:

ID/Passport No.: Date of Issue: Place of Issue:

Permanent Address:

To represent the group in carrying out the nomination procedures in accordance with the Regulations on Nominating Members for The Board of Supervisors of Dong Nai Roofsheets & Construction Material Joint Stock Company for the term 2025 – 2030

And unanimously nominate the following candidates for The Board of Supervisors:

1. Mr./Ms.:

ID/Passport No.: Date of Issue: Place of Issue:



Permanent Address:

Educational Background: Major:

Currently Holding: (share(s))

Equivalent Total Nominal Value: (VND)

2. **Mr./Ms.:**

ID/Passport No.: Date of Issue: Place of Issue:

Permanent Address:

Educational Background: Major:

Currently Holding: (share(s))

Equivalent Total Nominal Value: (VND)

3. **Mr./Ms.:**

ID/Passport No.: Date of Issue: Place of Issue:

Permanent Address:

Educational Background: Major:

Currently Holding: (share(s))

Equivalent Total Nominal Value: (VND)

4. **Mr./Ms.:**

ID/Passport No.: Date of Issue: Place of Issue:

Permanent Address:

Educational Background: Major:

Currently Holding: (share(s))

Equivalent Total Nominal Value: (VND)

5. **Mr./Ms.:**

ID/Passport No.: Date of Issue: Place of Issue:

Permanent Address:

Educational Background: Major:

Currently Holding: (share(s))

Equivalent Total Nominal Value: (VND)

This document was prepared at hours, on / / at:

.....

....., day month year

Nominated Group Representative

(Sign, stamp, and clearly print full
name)





**DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

Address: Bien Hoa 1 Industrial Park, Road No. 4, An Binh Ward, Bien Hoa City, Dong Nai Province
Phone: (0251) 383 6130 - Fax: (0251) 383 6023
Website: www.donac.net

**SELF-NOMINATION PAPER
MEMBERS OF THE BOARD OF SUPERVISORS TERM 2025 – 2030**

Dear: Dong Nai Roofsheets & Construction Material Joint Stock Company

- Full Name:
- ID Card/Passport: Date of issue: Place of issue:
- Number of shares owned: share(s)
- Corresponding total value according to face value: (VND)

I request that Dong Nai Roofsheets & Construction Material Joint Stock Company allow me to nominate myself to The Board of Supervisors of Dong Nai Roofsheets & Construction Material Joint Stock Company for the 2025 - 2030 term.

If the shareholders trust me to be elected as a member of The Board of Supervisors, I would like to use all my abilities and enthusiasm to contribute to the development of Dong Nai Roofsheets & Construction Material Joint Stock Company

Best Regard!

Attached documents:

- Copy of ID card/Passport.
- Candidate's curriculum vitae.
- Degree certifying cultural and professional qualifications.

....., Date..... month year
Self-nominated person
(Sigh, stamp your full name)



SOCIALIST REPUBLIC OF VIETNAM

Independence – Freedom – Happiness

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RESUME

1/ Full name:	
2/ Gender:	
3/ Date of birth:	
4/ Place of birth:	
5/ ID card/Citizen Identity Card/Passport:	Date of issue:
6/ Nationality:	
7/ Ethnic group:	
8/ Permanent address:	
9/ Company phone number::	Mobile phone number:
10/ Email address:	
11/ Professional qualifications:	
12/ Work process:	
+ From ... to ... :	
+ From ... to ... :	
13/ Current job positions:	
14/ Total number of shares held (closed date.../.../...) shares, accounting for% of charter capital, of which:	
+ Representative of the capital of (Organization is State shareholder/strategic shareholder/other): shares, accounting for% of charter capital
+ Individual owns: shares, accounting for% of charter capital
15/ Commitments (if any)	
16/ Related people holding shares of the company: - Relationship:; Holding: CP, accounting for charter capital
 - Relationship:; Holding: CP, accounting for charter capital
17/ Related benefits for the Company:	
18/ Conflicting interests with the Company:	



I certify that the above statements are completely true. If they are false, I will take full responsibility before the law.

....., date month 2023

Writer

(Sign, full name)





**DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

Address: Bien Hoa 1 Industrial Park, Road No. 4, An Binh Ward, Bien Hoa City, Dong Nai Province
Phone: (0251) 383 6130 - Fax: (0251) 383 6023
Website: www.donac.net

**NOMINATION RECOMMENDATION PAPER
MEMBERS OF THE BOARD OF DIRECTORS TERM 2025 – 2030**

(Applies to shareholders)

To: Dong Nai Roofsheets & Construction Material Joint Stock Company

- Full name of shareholder:
- ID Card/Passport:..... Date of issue:.....Place of issue:.....
- Legal representative (if any):.....
- Number of shares owned:.....share(s)
- Corresponding total value according to face value: (VND)

Please suggest that Dong Nai Roofsheets & Construction Material Joint Stock Company let me nominate:

1. **Mr/Mrs:**
ID Card/Passport:..... Date of issue:.....Place of issue:.....
Permanent address:
Education level:..... Major:
Share ownership: (share(s))
Corresponding total value according to face value:..... (VND)
2. **Mr/Mrs:**
ID Card/Passport:..... Date of issue:.....Place of issue:.....
Permanent address:
Education level:..... Major:
Share ownership: (share(s))
Corresponding total value according to face value:..... (VND)
3. **Mr/Mrs:**
ID Card/Passport:..... Date of issue:.....Place of issue:.....
Permanent address:
Education level:..... Major:
Share ownership: (share(s))
Corresponding total value according to face value:..... (VND)
4. **Mr/Mrs:**

ID Card/Passport:..... Date of issue:.....Place of issue:.....

Permanent address:

Education level:.....Major:

Share ownership: (share(s))

Corresponding total value according to face value:..... (VND)

5. Mr/Mrs:

ID Card/Passport:..... Date of issue:.....Place of issue:.....

Permanent address:

Education level:.....Major:

Share ownership: (share(s))

Corresponding total value according to face value:..... (VND)

Candidating to join the Board of Directors of Dong Nai Roofsheets & Construction Material Joint Stock Company term 2025 - 2030

Best regards

Attached documents:

- Copy of ID card/Passport.
- Candidate's curriculum vitae.
- Certificates of educational and professional qualifications (if any).

....., Date..... month year

Nominee

(Sign, stamp your full name)





**DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

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Phone: (0251) 383 6130 - Fax: (0251) 383 6023
Website: www.donac.net

NOMINATION RECOMMENDATION PAPER

MEMBERS OF THE BOARD OF DIRECTORS TERM 2025 – 2030

(Applies to shareholders groups)

To: Dong Nai Roofsheets & Construction Material Joint Stock Company

- Representative of shareholder group:
- ID Card/Passport:..... Date of issue:.....Place of issue:.....
(Enclosed with List of group shareholder)
- Legal representative (if any):.....
- Number of shares owned:shares
- Corresponding total value according to face value: (VND)

Please suggest that Dong Nai Roofsheets & Construction Material Joint Stock Company let our nominate:

1. Mr/Mrs:.....
ID Card/Passport:..... Date of issue:.....Place of issue:.....
Permanent address:
Education level:.....Major:
Share ownership: (share(s))
Corresponding total value according to face value:.....
(VND)

2. Mr/Mrs:
.....
ID Card/Passport:..... Date of issue:.....Place of issue:.....
Permanent address:
Education level:.....Major:
Share ownership: (share(s))
Corresponding total value according to face value:.....
(VND)

3. Mr/Mrs:
.....
ID Card/Passport:..... Date of issue:.....Place of issue:.....
Permanent address:
Education level:.....Major:

Share ownership: (share(s))
Corresponding total value according to face value:..... (VND)

4. Mr/Mrs:

.....
ID Card/Passport:..... Date of issue:.....Place of issue:.....
Permanent address:
Education level:.....Major:
Share ownership: (share(s))
Corresponding total value according to face value:.....
(VND)

5. Mr/Mrs:

.....
ID Card/Passport:..... Date of issue:.....Place of issue:.....
Permanent address:
Education level:.....Major:
Share ownership: (share(s))
Corresponding total value according to face value:..... (VND)

Candidating to join the Board of Directors of Dong Nai Roofsheets & Construction Material Joint Stock Company term 2025 - 2030

Best regards

Attached documents:

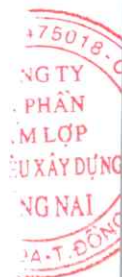
- Copy of ID card/Passport.
- Candidate's curriculum vitae.
- Certificates of educational and professional qualifications (if any).

....., Date..... month year

.....

Nominee of shareholder group

(Sign, stamp your full name)



List of group shareholders
Enclosed with nomination recommendation paper
of the group shareholders
(Sample)

Ordinal number	Full name	ID card/Passport	Permanent address	Share ownership	Shareholder's signature/signature and stamp if it is an organization
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
....					
....					
.....					
.....					
Total					





MEETING MINUTES

NOMINATION OF CANDIDATES FOR THE BOARD OF DIRECTORS DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL JOINT STOCK COMPANY TERM 2025 – 2030

- Pursuant to the Charter of Organization and Operation of Dong Nai Roofsheets & Construction Material Joint Stock Company
- Pursuant to the Regulations on nominating members for the Board of Directors of Dong Nai Roofsheets & Construction Material Joint Stock Company for the term 2025 – 2030.

Today, on/...../2025, at, we, the shareholders of Dong Nai Roofsheets & Construction Material Joint Stock Company, collectively holding ... shares (in words: shares), accounting for% of the total voting shares of the Company, are listed as follows:

No.	Full name	ID card/Passport	Permanent address	Share ownership	Shareholder's signature/signature and stamp if it is an organization
1					
2					
3					
4					
5					
	Total				

We unanimously nominate:

Mr./Ms.:

ID/Passport No.: Date of Issue: Place of Issue:

Permanent Address:

To represent the group in carrying out the nomination procedures in accordance with the Regulations on Nominating Members for the Board of Directors of Dong Nai Roofsheets & Construction Material Joint Stock Company for the term 2025 – 2030

And unanimously nominate the following candidates for the Board of Directors:

1. Mr./Ms.:

ID/Passport No.: Date of Issue: Place of Issue:



Permanent Address:
Educational Background: Major:
Currently Holding: (share(s))
Equivalent Total Nominal Value: (VND)

2. **Mr./Ms.:**
ID/Passport No.: Date of Issue: Place of Issue:
Permanent Address:
Educational Background: Major:
Currently Holding: (share(s))
Equivalent Total Nominal Value: (VND)

3. **Mr./Ms.:**
ID/Passport No.: Date of Issue: Place of Issue:
Permanent Address:
Educational Background: Major:
Currently Holding: (share(s))
Equivalent Total Nominal Value: (VND)

4. **Mr./Ms.:**
ID/Passport No.: Date of Issue: Place of Issue:
Permanent Address:
Educational Background: Major:
Currently Holding: (share(s))
Equivalent Total Nominal Value: (VND)

5. **Mr./Ms.:**
ID/Passport No.: Date of Issue: Place of Issue:
Permanent Address:
Educational Background: Major:
Currently Holding: (share(s))
Equivalent Total Nominal Value: (VND)

This document was prepared at hours, on / / at:
.....

....., day month year

Nominated Group Representative

(Sign, stamp, and clearly print full name)





**DONG NAI ROOFSHEET & CONSTRUCTION MATERIAL
JOINT STOCK COMPANY**

Address: Bien Hoa 1 Industrial Park, Road No. 4, An Binh Ward, Bien Hoa City, Dong Nai Province
Phone: (0251) 383 6130 - Fax: (0251) 383 6023
Website: www.donac.net

**SELF-NOMINATION PAPER
MEMBERS OF THE BOARD OF DIRECTORS TERM 2025 – 2030**

Dear: Dong Nai Roofsheets & Construction Material Joint Stock Company

- Full Name:
- ID Card/Passport: Date of issue: Place of issue:
- Number of shares owned: share(s)
- Corresponding total value according to face value: (VND)

I request that the Dong Nai Roofsheets & Construction Material Joint Stock Company allow me to nominate myself to the Board of Directors of the Dong Nai Roofsheets & Construction Material Joint Stock Company for the 2025 - 2030 term.

If the shareholders trust me to be elected as a member of the Board of Directors, I would like to use all my abilities and enthusiasm to contribute to the development of the Dong Nai Roofsheets & Construction Material Joint Stock Company

Best Regard!

Attached documents:

- Copy of ID card/Passport.
- Candidate's curriculum vitae.
- Degree certifying cultural and professional qualifications.

....., Date..... month year

Self-nominated person
(Sign, stamp your full name)



SOCIALIST REPUBLIC OF VIETNAM

Independence – Freedom – Happiness

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RESUME

1/ Full name:	
2/ Gender:	
3/ Date of birth:	
4/ Place of birth:	
5/ ID card/Citizen Identity Card/Passport:	Date of issue:
6/ Nationality:	
7/ Ethnic group:	
8/ Permanent address:	
9/ Company phone number::	Mobile phone number:
10/ Email address:	
11/ Professional qualifications:	
12/ Work process:	
+ From ... to ... :	
+ From ... to ... :	
13/ Current job positions:	
14/ Total number of shares held (closed date.../.../...) shares, accounting for% of charter capital, of which:	
+ Representative of the capital of (Organization is State shareholder/strategic shareholder/other): shares, accounting for% of charter capital
+ Individual owns: shares, accounting for% of charter capital
15/ Commitments (if any)	
16/ Related people holding shares of the company: - Relationship:; Holding: CP, accounting for charter capital
 - Relationship:; Holding: CP, accounting for charter capital
17/ Related benefits for the Company:	
18/ Conflicting interests with the Company:	



I certify that the above statements are completely true. If they are false, I will take full responsibility before the law.

....., date month 2023

Writer

(Sign, full name)

