

*Hai Duong, 30<sup>th</sup> May 2025*

**DECISION**

**To call to the 2025 Annual General Meeting of Shareholders**

**BẢN DỊCH**

**THE BOARD OF DIRECTORS OF  
HAI DUONG WATER JOINT STOCK COMPANY**

Pursuant to the Enterprise Law No. 59/2020/QH14 dated 17<sup>th</sup> June 2020;

Pursuant to the Charter on Incorporation and Operation of Hai Duong Water Joint Stock Company approved by the General Meeting of Shareholders on 25<sup>th</sup> June 2021.

Pursuant to Resolution No. 581/NQ-HĐQT dated 11<sup>th</sup> April 2025 of the Board of Directors of Hai Duong Water Joint Stock Company, 2022-2027 tenure on the last registration date and time to hold the Annual General Meeting of Shareholders in 2025.

Pursuant to Notice No. 1469/TB-VSDC dated 15<sup>th</sup> April 2025 of the Vietnam Securities Depository and Clearing Corporation (VSDC) on the last registration date and confirmation of the list of securities owners.

**HEREBY DECIDE**

**Article 1.** To convene the 2025 Annual General Meeting of Shareholders of Hai Duong Water Joint Stock Company as follows:

- Time: From 08:00 a.m on Friday, 20<sup>th</sup> June 2025
- Venue: The hall on the 3rd floor in the head office of Hai Duong Water Joint Stock Company at No. 10 Hong Quang Street, Quang Trung Ward, Hai Duong City, Hai Duong Province.
- Content: According to the Agenda of the General Meeting.
- Participants: All the shareholders named in the shareholder list of Hai Duong Water Joint Stock Company as of 20<sup>th</sup> May 2025.

**Article 2.** Members of the Board of Directors, Board of Supervisors, Board of General Directors, Heads of departments and branches under the Company and al the shareholders are required to implement this decision.

This decision comes into effect from the signing date./.

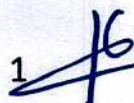
**Copies to:**

- As listed in Article 2;
- Filing in Achieves.

For **THE BOARD OF DIRECTORS**  
**CHAIRMAN**

**Vu Manh Dung**

*(signed and sealed)*





## CAM ĐOAN CỦA NGƯỜI DỊCH

Tôi, Nguyễn Thị Thanh, căn cước công dân số 030162013545 cấp ngày 22/9/2021 tại Cục Cảnh sát Quản lý hành chính về trật tự xã hội, cam đoan đã dịch chính xác văn bản đính kèm này từ tiếng Việt sang tiếng Anh.

Ngày / Date: 30/5/2025

Người dịch / Translator

## TRANSLATOR'S CONFIRMATION

I, Nguyen Thi Thanh, holder of Citizen ID No. 030162013545 issued on 22<sup>nd</sup> Sep. 2021 by the Police Dept. for Administrative Management of Social Order, hereby confirm that I have correctly translated the attached document from Vietnamese into English.

*Nguyễn Thị Thanh*

## LỜI CHỨNG CỦA CÔNG CHỨNG VIÊN

Hôm nay, ngày 30/5/2025 (ngày Ba mươi, tháng Năm, năm Hai nghìn không trăm Hai lăm), tại Phòng Công chứng số 1, địa chỉ tại 93 Bạch Đằng, phường Trần Hưng Đạo, thành phố Hải Dương, tỉnh Hải Dương,

Tôi, *Phạm Thị Thu Hằng*, Công chứng viên, trong phạm vi trách nhiệm của mình theo quy định của pháp luật,

## CHỨNG NHẬN:

- Bản dịch này là do Bà Nguyễn Thị Thanh, cộng tác viên phiên dịch của Phòng Công chứng số 1, tỉnh Hải Dương dịch từ tiếng Việt sang tiếng Anh;
- Chữ ký trong bản dịch đúng là chữ ký của Bà Nguyễn Thị Thanh;
- Nội dung bản dịch là chính xác, không vi phạm pháp luật, không trái đạo đức xã hội;
- Văn bản công chứng này được lập thành 02 bản chính, mỗi bản gồm 02 tờ, 02 trang, lưu 01 bản tại Phòng Công chứng số 1, tỉnh Hải Dương.

## NOTARY'S AUTHENTICATION

Today, 30/5/2025 (The Thirtieth of May, Two thousand and Twenty five), in the Notary Public Office No.1, located at 93 Bach Dang, Tran Hung Dao ward, Hai Duong city, Hai Duong province,

I, *Phạm Thị Thu Hằng*, a Notary Public, within the scope of my liability as provided by the law,

## HEREBY NOTARIZE:

- This document was translated from Vietnamese into English by Ms. Nguyen Thi Thanh, a certified translator/interpreter of the Notary Public Office No.1, Hai Duong province;
- The signature appearing in this translation is the genuine signature of Ms. Nguyen Thi Thanh;
- The contents of the document translated are authentic, not law-violated, not contrary to social morals;
- This notarized document is made into 02 originals, 02 sheets, 02 pages each, 01 of which is kept at Notary Public Office No.1, Hai Duong province.

Số công chứng (Notarial No): *1823* Quyển số (Book No): 01/2025 TP/CC-SCC/BD

CÔNG CHỨNG VIÊN / NOTARY PUBLIC



*Phạm Thị Thu Hằng*



No.: 843/QĐ-HĐQT

*Hai Duong, 30<sup>th</sup> May 2025*

**DECISION**

**BẢN DỊCH**

**To promulgate Regulations on holding 2025 Annual General Meeting of Shareholders**

**THE BOARD OF DIRECTORS OF  
HAI DUONG WATER JOINT STOCK COMPANY**

Pursuant to the Enterprise Law No. 59/2020/QH14 dated 17<sup>th</sup> June 2020;

Pursuant to the Charter on Incorporation and Operation of Hai Duong Water Joint Stock Company approved by the General Meeting of Shareholders on 25<sup>th</sup> June 2021.

Pursuant to Resolution No. 581/NQ-HĐQT dated 11<sup>th</sup> April 2025 of the Board of Directors of Hai Duong Water Joint Stock Company, 2022-2027 tenure on the last registration date and time to hold the Annual General Meeting of Shareholders in 2025.

Pursuant to Notice No. 1469/TB-VSDC dated 15<sup>th</sup> April 2025 of the Vietnam Securities Depository and Clearing Corporation (VSDC) on the last registration date and confirmation of the list of securities owners.

Pursuant to Decision No. 842/QĐ-HĐQT dated 30<sup>th</sup> May 2025 of the Chairman of the Board of Directors of Hai Duong Water Joint Stock Company on convening the 2025 Annual General Meeting of Shareholders,

**HEREBY DECIDE**

**Article 1.** To promulgate the Regulations on holding the 2025 Annual General Meeting (Regulations herewith attached).

**Article 2.** The members of the Board of Directors, the Meeting Organizing Board, the Shareholders' Qualification Examination Committee, the shareholders, and authorized proxy to attend the 2025 Annual General Meeting of Shareholders of Hai Duong Water Joint Stock Company are required to implement this decision.

The Decision comes into effect from the date of signing./.

**Copies to:**

- As listed in Article 3;
- On file in Achieves.

For **THE BOARD OF DIRECTORS**

**CHAIRMAN**

**Vu Manh Dung**

*(signed and stamped)*

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*Hai Duong, 30<sup>th</sup> May 2025***REGULATIONS ON HOLDING THE 2025 ANNUAL****GENERAL MEETING OF SHAREHOLDERS****BẢN DỊCH***(Issued in attachment to Decision No.: 843/QD-HDQT dated 30<sup>th</sup> May 2025)*

Pursuant to the Enterprises Law No. 59/2020/QH14 dated 17<sup>th</sup> June 2020;

Pursuant to the Charter on Incorporation and Operation of Hai Duong Water Joint Stock Company approved on 25<sup>th</sup> June 2021;

Pursuant to the Company by-laws on corporate governance issued under Decision No. 1065/QD-HDQT dated 29<sup>th</sup> June 2022;

Pursuant to Resolution No. 581/NQ-HĐQT dated 11<sup>th</sup> April 2025 of the Board of Directors of Hai Duong Water Joint Stock Company for the 2022-2027 tenure on the last registration date and time to hold the 2025 Annual General Meeting of Shareholders;

Pursuant to Notice No. 1469/TB-VSDC dated 15<sup>th</sup> April 2025 of the Vietnam Securities Depository and Clearing Corporation on the last registration date and confirmation of the list of securities owners;

Basing on the contents of the 2025 Annual General Meeting of Shareholders of Hai Duong Water Joint Stock Company, in order facilitate the 2025 Annual General Meeting of Shareholders of the Company to be conducted quickly, smoothly, and to achieve great success, ensuring the rights of shareholders and complying with the provisions of the Enterprise Law and the Company's Charter, the Board of Directors of Hai Duong Water Joint Stock Company hereby promulgate the Regulations on holding and voting at the 2025 Annual General Meeting of Hai Duong Water Joint Stock Company as follows:

**CHAPTER I: GENERAL PROVISIONS****Article 1. Scope and subjects of application**

- These Regulations are applied to (holding the 2025 Annual General Meeting of Shareholders), voting on the contents of the meeting agenda at the 2025 Annual General Meeting of Shareholders of Hai Duong Water Joint Stock Company.



- These Regulations specifically stipulate the rights and obligations of shareholders, authorized proxy attending the meeting and parties participating in the General Meeting, conditions and procedures for conducting the General Meeting.

**BẢN DỊCH**

- Shareholders, authorized proxy attending the meeting and parties participating in the meeting are responsible for implementing the provisions of these Regulations.

## **Article 2. Interpretation of words**

In These Regulations, the following words and phrases are construed as follows:

**1. Voting:** Is the exercise of the rights of Shareholders to give opinions on specific contents and issues to determine whether such contents and issues are eligible for approval by the General Meeting of Shareholders.

**2. Charter:** Is the Charter of Hai Duong Water Joint Stock Company approved by the General Meeting of Shareholders on 25<sup>th</sup> June 2021.

## **CHAPTER II: CONDUCTING THE ANNUAL GENERAL MEETING**

### **Article 3. Conditions for holding the General Meeting of Shareholders**

The General Meeting of Shareholders shall be held when the number of shareholders attending the meeting represents at least [51%] (fifty one percent) of the total number of voting shares.

### **Article 4. Duties of the General Meeting**

The 2025 Annual General Meeting shall discuss and make decisions, approving the following contents:

- Submission for approving the results of production and business activities, Financial Statement and Profit Distribution for the accounting period from 01<sup>st</sup> January 2024 to 31<sup>st</sup> December 2024.
- Submission for approving the production and business plan for 2025 and the profit distribution plan for 2025.
- Report on the performance of the Board of Directors (BoD) and members of the Board of Directors in 2024 and the orientation and operational plan of the Board of Directors in 2025;
- Report of the Board of Supervisors (BoS) on the Company's business results, on the performance of the Board of Directors, the General Director and the Self-assessment Report on the performance of the BoS and performance of each member of the BoS;
- Submission for approving the selection criteria and list of auditing organizations to audit the Financial Statements in 2025;





- Submission for approving the final settlement of salaries and remuneration of the Board of Directors and BoS in 2024 and the salary and remuneration plan of the Board of Directors and BoS in 2025;

- Public report on related interests of the Company Insiders

**BẢN DỊCH**

### **Article 5. Shareholders attending the General Meeting**

1. Shareholders attending the 2025 Annual General Meeting of Shareholders are shareholders or proxy authorized in writing (under the Company's form) of one or more shareholders whose names are on the Company's shareholder list at the time of closing the list on 20<sup>th</sup> May 2025, confirmed by the Vietnam Securities Depository and Clearing Corporation (VSDC), are entitled to attend the General Meeting of Shareholders of Hai Duong Water Joint Stock Company.

2. Shareholders or authorized proxy attending the 2025 Annual General Meeting are required to bring their National Identity Card/Citizen ID or Passport, Power of Attorney (for authorized proxy) and register with the Shareholder Qualification Examination Committee to receive a Voting Card, Voting Form bearing the name of the shareholders or authorized persons, voting code and the number of shares with voting rights of the shareholder.

3. Shareholders/or authorized proxy attending the 2025 Annual General Meeting must show up at the prescribed time, sit in the assigned position (or area) arranged by the Meeting Organizing Committee.

4. During the 2025 Annual General Meeting of Shareholders, shareholders are required to comply with the instructions of the Presidium of the General Meeting, not to cause disturbances, prevent the progress of the General Meeting and to maintain order throughout the General Meeting;

5. Smoking is not allowed in the General Meeting Hall;

6. Do not talk privately, do not use cell phones during the General Meeting. All mobile phones must be turned off or set to airplane mode.

7. Do not film, take photos, or record anything at the General Meeting without the permission of the Chairman.

### **Article 6. Presidium**

1. The Presidium consists of 03 people: 01 Chairman and 02 members.

The Chairman of the Board of Directors will be the Chairman of the 2025 Annual General Meeting of Shareholders. The Chairman of the Presidium conducts the work



of the General Meeting according to the tentative content and agenda that the Board of Directors (BoD) has planned to approve in the General Meeting

**BẢN DỊCH**

## 2. Duties of the Presidium:

- a. To conduct the activities of the 2025 Annual General Meeting of Shareholders according to the agenda approved by the General Meeting;
- b. To give guidance to the delegates attending the Meeting to discuss the contents of the Agenda;
- c. To submit drafts and conclusions on necessary issues for the Meeting to vote on;
- d. To reply to issues requested at the Meeting.
- e. To resolve issues arising throughout the Meeting.

3. Working principles of the Presidium: The Presidium works under the principles of collective, democratic centralism, and decision by majority.

## Article 7. Meeting Secretariat

1. The meeting secretariat consists of 02 people appointed by the Chairman and is responsible before the Presidium and the 2025 Annual General Meeting of Shareholders for their duties and works under the guidance of the Presidium.

### 2. Duties of the Secretariat:

- a. To assist the Presidium in announcing draft documents, conclusions, Resolutions of the General Meeting and notices of the Presidium to shareholders when requested;
- b. To receive and review registration forms for shareholders' opinions, and submit them to the Presidium for final decision.
- c. To fully and honestly record the entire contents of the General Meeting and the issues approved by shareholders or noted in the Minutes of the General Meeting;
- d. To prepare Resolutions on the issues approved at the General Meeting;

## Article 8. Shareholders' Qualification Examination Committee

1. The Shareholders' Qualification Examination Committee for the General Meeting shall consist of 01 Head and several members decided by the Board of Directors to perform the following functions and tasks:

- Verifying the qualifications of shareholders or authorized proxy attending the General Meeting: Requesting the shareholders attending the General Meeting to present their national ID, Passport, Power of Attorney (for authorized proxy);
- Issuing to shareholders or authorized persons attending the meeting: Voting cards, Voting forms, documents of the General Meeting and other relevant documents;



- Reporting to the Chairman at the General Meeting of Shareholders the situation of shareholders attending the General Meeting.

**BẢN DỊCH**

If there are enough shareholders entitled to attend the General Meeting, representing at least 51% of the shares with voting rights, the Chairman of the General Meeting can proceed with the General Meeting.

In case the number of shareholders entitled to attend the General Meeting is not enough, based on the provisions of the Company's Charter and the provisions of law, the Chairman shall notify the shareholders that the General Meeting shall not be held.

- Preparing a Minutes of the Shareholders' Qualifications Examination, reporting and assuming responsibilities to the 2025 Annual General Meeting of Shareholders when performing its duties.

- Performing other tasks assigned by the Organizing Committee of the General Meeting or by the Chairman of the General Meeting.

#### **Article 9. Election, Card and Ballot Counting Committee**

1. The Election, Card and Ballot Counting Committee of the General Meeting consists of 01 Head and members introduced by the Chairman and approved by the Shareholders' General Meeting.

#### **2. Duties of the Election, Card and Ballot Counting Committee**

- Guiding the voting process, the use of Voting Cards and Voting Ballot; Conducting card and ballot counting, calculating and excluding relevant shareholders who do not have the right to vote (if any) for each voting issue.

- Accurately determining the election and voting results for each issue to be voted on at the General Meeting. The Head of the Election, Card and Ballot Counting Committee has to report to the Presidium to announce the election and card and ballot counting results to the Meeting;

- Reviewing and reporting to the Meeting any violations of the election and voting rules or complaints about the election and voting results.

- Preparing the Minutes of the Election, Card and Ballot Counting; reporting and taking responsibilities before the Presidium of the 2025 Annual General Meeting when performing its duties.

- Keeping, preserving and handing over all the Election cards, Voting ballots and Minutes of the Ballot Counting to the Board of Directors immediately after the end of the General Meeting.



## **Article 10. Discussion at the General Meeting**

**BẢN DỊCH**

### **1. Principles:**

- Discussions can only be conducted within the prescribed time and within the scope of issues presented in the agenda of the 2025 Annual General Meeting of Shareholders. In case the General Meeting needs more time for discussion than expected, the Presidium will have the authority to decide on this issue.
- Shareholders who have comments must register their contents on the Discussion Registration Form that has been distributed and transferred to the General Meeting Secretariat;
- The General Meeting Secretariat will arrange the Discussion Forms of shareholders in the order of registration and transfer them to the Presidium;
- When shareholders need to speak or debate, they must raise their Voting Cards and comply with the following regulations:
  - + Getting the approval of the Chairman;
  - + Stating their name, ID card number or citizen ID number of shares owned before speaking;
  - + The contents of the opinions must be concise and consistent with the General Meeting Agenda;
  - + The contents of the opinions must be constructive to the development of the Company;

### **2. Answering the shareholders' questions:**

- Basing on the shareholders' discussion ballots, the Chairman or a member designated by the Chairman will respond to the shareholders' opinions;
- In case of time constraints, questions that have not been answered directly at the General Meeting will be answered directly in writing by the Presidium.

## **CHAPTER III: VOTING**

## **Article 11. Voting to approve issues at the General Meeting**

### **1. Principles:**

- All issues in the General Meeting's agenda must be publicly discussed and voted on by the General Meeting by raising voting cards or by secret voting ballots (depending on the voting contents) for all shareholders and/or authorized proxy.
- Voting cards/Voting ballots are printed and stamped by the Organizing Committee of the General Meeting and stamped by Hai Duong Water Joint Stock Company, and





distributed by the Shareholders' Qualification Examination Committee to Shareholders/Shareholder's proxy attending the General Meeting.

**BANDICH**

- Each shareholder/shareholder's proxy is given 01 (one) Voting card and Voting ballot. The Voting card clearly states the full name, ID card number or citizen ID number, and the number of shares with voting rights of that shareholder. The voting contents are pre-printed in the **Voting ballots** according to the General Meeting Agenda.

## **2. Voting methods:**

### **2.1. Voting card raising method**

*\* Contents to be voted by raising the Voting card:*

*- The following contents are voted for approval:*

- + Approving the agenda of the General Meeting;
- + Approving the delegation of the Presidium, the Secretariat of the General Meeting.
- + Approving the members of the Election, Card and Ballot Counting Committee;
- + Approving the Minutes of the Meeting, the Resolution of the General Meeting;

*\* How to vote by raising the Voting Card:*

- Shareholders and/or Shareholders' proxy's vote (agree, disagree, no opinion) on an issue by directly raising the Voting Card at the General Meeting. Shareholders shall choose to vote: **agree; disagree; no opinion** and can only raise the voting card once when the Presidium asks for voting opinions.

- When voting at the General Meeting, shareholders who agree to approve will raise their Voting Cards high. Members of the Vote Counting Committee will mark and record the **agree, disagree, no opinion** of the shareholders' Voting Cards and the number of shares with voting rights under the direction of the Presidium.

- Immediately after completing the voting to approve the contents presented at the General Meeting, the Election Committee is responsible for reporting the results to the Presidium for public announcement in the General Meeting.

### **2.2. Secret ballot voting method**

2.2.1. The contents to be voted by secret voting method are pre-printed on the secrete ballots:

*\* The following contents are to be secrete voted for approval:*



- Submission for approval of the business performance results, Financial Statement and Profit Distribution of the accounting period from 01<sup>st</sup> January 2024 to 31<sup>st</sup> December 2024.

**BẢN DỊCH**

- Submission for approval of the business operation plan for 2025 and profit distribution plan for 2025.

- Report on the performance of the Board of Directors, members of the BoD in 2024 and the orientation and action plan of the BoD in 2025;

- Report of the Board of Supervisors (BoS) on the Company's business performance, on the performance results of the BoD, General Director and the self-assessment report on the performance results of the BoS and each member of the BoS;

- Submission for approval of the selection criteria and list of organizations to audit the financial statements for 2025;

- Submission for approval of the finalization of salary and remuneration for the BoD and the BoS in 2024 and the salary and remuneration plan for them in 2025;

- Public report on related interests of the Company insiders.

*\* How to vote by secret ballot:*

- Shareholders and/or Shareholders' proxy shall tick (X) into the box for approval/disapproval/no opinion on the issue to be voted on as stated in the voting ballot; sign and write their full name on the voting ballot.

After completion, shareholders and/or Shareholders' proxy shall put the ballot in one of the ballot boxes available in the meeting hall.

After ensuring that all shareholders and/or their representatives attending the General Meeting have finished voting, the Election Committee will proceed to count the votes and report the results to the Presidium for announcement before the General Meeting.

### **3. Approved contents:**

Pursuant to the Enterprise Law, the Charter of Hai Duong Water Joint Stock Company, all voting contents at the General Meeting are approved when reaching the voting rate of at least 51% of the voting shares attending the General Meeting.

### **Article 12. Minutes and Resolutions of the General Meeting**

Minutes and Resolutions of the 2025 Annual General Meeting of Shareholders must be prepared and approved by the Secretariat before the closing of the General Meeting.





### Article 13. Implementation provisions



Shareholders and authorized proxy attending the General Meeting must strictly comply with the Regulations on organization, election and voting at the 2025 Annual General Meeting of Hai Duong Water Joint Stock Company. Shareholders who violate these Regulations will be considered and handled by the Presidium, depending on the specific level of violation, in accordance with the provisions of the law and the Charter of the Company.

During the course of the General Meeting, any issues arising that are not specified in these regulations will be considered and decided by the Presidium in accordance with current legal regulations. These regulations will be valid from the signing date until the end of the 2025 Annual General Meeting of Shareholders./.

#### Copies to:

- As listed above;
- On file in Achieves, Secretary

For THE BOARD OF DIRECTORS

**CHAIRMAN**

**Vu Manh Dung**

*(signed and stamped)*



## CAM ĐOAN CỦA NGƯỜI DỊCH

Tôi, Nguyễn Thị Thanh, căn cước công dân số 030162013545 cấp ngày 22/9/2021 tại Cục Cảnh sát Quản lý hành chính về trật tự xã hội, cam đoan đã dịch chính xác văn bản đính kèm này từ tiếng Việt sang tiếng Anh.

Ngày / Date: 30/5/2025

Người dịch / Translator

*Nguyễn Thị Thanh*

## TRANSLATOR'S CONFIRMATION

I, Nguyen Thi Thanh, holder of Citizen ID No. 030162013545 issued on 22<sup>nd</sup> Sep. 2021 by the Police Dept. for Administrative Management of Social Order, hereby confirm that I have correctly translated the attached document from Vietnamese into English.

## LỜI CHỨNG CỦA CÔNG CHỨNG VIÊN

Hôm nay, ngày 30/5/2025 (ngày Ba mươi, tháng Năm, năm Hai nghìn không trăm Hai lăm), tại Phòng Công chứng số 1, địa chỉ tại 93 Bạch Đằng, phường Trần Hưng Đạo, thành phố Hải Dương, tỉnh Hải Dương, Tôi, *Phạm Thị Thu Hằng* Công chứng viên, trong phạm vi trách nhiệm của mình theo quy định của pháp luật,

### CHỨNG NHẬN:

- Bản dịch này là do Bà Nguyễn Thị Thanh, cộng tác viên phiên dịch của Phòng Công chứng số 1, tỉnh Hải Dương dịch từ tiếng Việt sang tiếng Anh;
- Chữ ký trong bản dịch đúng là chữ ký của Bà Nguyễn Thị Thanh;
- Nội dung bản dịch là chính xác, không vi phạm pháp luật, không trái đạo đức xã hội;
- Văn bản công chứng này được lập thành 02 bản chính, mỗi bản gồm 11 tờ, 11 trang, lưu 01 bản tại Phòng Công chứng số 1, tỉnh Hải Dương.

## NOTARY'S AUTHENTICATION

Today, 30/5/2025 (The Thirtieth of May, Two thousand and Twenty five), in the Notary Public Office No.1, located at 93 Bach Dang, Tran Hung Dao ward, Hai Duong city, Hai Duong province,

I, *Phạm Thị Thu Hằng*, a Notary Public, within the scope of my liability as provided by the law,

### HEREBY NOTARIZE:

- This document was translated from Vietnamese into English by Ms. Nguyen Thi Thanh, a certified translator/interpreter of the Notary Public Office No.1, Hai Duong province;
- The signature appearing in this translation is the genuine signature of Ms. Nguyen Thi Thanh;
- The contents of the document translated are authentic, not law-violated, not contrary to social morals;
- This notarized document is made into 02 originals, 11 sheets, 11 pages each, 01 of which is kept at Notary Public Office No.1, Hai Duong province.

Số công chứng (Notarial No): *16/16* Quyển số (Book No): 01/2025 TP/CC-SCC/BD

CÔNG CHỨNG VIÊN / NOTARY PUBLIC



*Phạm Thị Thu Hằng*



No.: 846/TTr-HĐQT

Hai Duong, 30<sup>th</sup> May 2025**LETTER OF SUBMISSION****BẢN DỊCH**

**For approval of the final settlement of salary and remuneration for the Board of Directors and the Board of Supervisors in 2024 and the plan of salary and remuneration for the Board of Directors and the Board of Supervisors in 2025**

**To: The 2025 Annual General Meeting of Shareholders**

Pursuant to the Enterprise Law No.59/2020/QH14 dated 17<sup>th</sup> June 2020;  
Pursuant to the Charter on Incorporation and Operation of Hai Duong Water Joint Stock Company approved on 25<sup>th</sup> June 2021;

Pursuant to the Resolution No. 1596/NQ- ĐHĐCĐ approved by the General Meeting of Shareholders dated 28<sup>th</sup> June 2024;

Pursuant to official letter No. 2623/UBND-VP of the People's Committee of Hai Duong Province dated 23<sup>rd</sup> May 2025 on approving the salary and remuneration fund implemented in 2024 by Hai Duong Water Joint Stock Company.

The Board of Directors hereby submit to the General Meeting of Shareholders for approval of the settlement of salary and remuneration for the Board of Directors and the Board of Supervisors in 2024 and the plan of salary and remuneration for the Board of Directors and Board of Supervisors in 2025 as follows:

**I. Settlement of salary and remuneration in 2024**

**1. The salary, remuneration and total salary and remuneration fund planned for the Board of Directors and the Board of Supervisors approved by the General Meeting of Shareholders on 28<sup>th</sup> June 2024:**

|   |                      |
|---|----------------------|
| Salary for full time Chairman of BoD      | 32,000,000 VND/month |
| Salary for full time Vice Chairman of BoD | 28,500,000 VND/month |
| Salary for full time member of BoD        | 26,000,000 VND/month |
| Remuneration for part time member of BoD  | 6,000,000 VND/month  |
| Salary for Head of Board of Supervisors   | 24,500,000 VND/month |
| Salary for full time supervisor           | 16,000,000 VND/month |
| Remuneration for part time supervisor     | 3,200,000 VND/month  |



## 2. Salary payment principles:

**BẢN DỊCH**

- Chairman of the Board of Directors, Vice Chairman of BoD, Head of Board of Supervisors (BoS), members of BoS working full time at the Company are paid full time salaries without remuneration.
- Members of the BoD who concurrently hold leadership and management positions in the Company (General Director, Deputy General Directors) are paid full time salaries for those leadership and management positions and do not receive additional remuneration as members of the BoD.
- Members of the BoD and BoS who are not full time members and do not concurrently hold leadership and management positions are entitled to remuneration as members of the BoD and BoS.

Member of Board of Directors receiving full time salaries includes 02 people: Chairman and Vice Chairman of the BoD.

Member of Board of Directors receiving remuneration includes: 01 person.

The Board of Supervisors receiving full time remuneration includes: 03 people, Head of Board of Supervisors and 02 BoS members.

The total salary and remuneration fund planned for 2024 of the Board of Directors and Board of Supervisors is: VND 1,476,000,000 (One billion, four hundred and seventy six million VND).

## 3. Production and business results in 2024

| No | Indicator                            | Unit           | Planned    | Implemented | Completion rate % |
|----|--------------------------------------|----------------|------------|-------------|-------------------|
| 1  | Treated water output revenue         | m <sup>3</sup> | 61.700.000 | 63.147.813  | 102,35%           |
| 2  | Total revenue                        | Million VND    | 526.000    | 543.303     | 103,29%           |
| 3  | Average labor (excluding management) | Person         | 940        | 926         | 98,51%            |
| 4  | Labor productivity                   | m3/person/year | 5.470      | 5.683       | 103,894%          |
| 5  | Payment to Budget                    | Million VND    | 77.068     | 77.691      | 100,81%           |
| 6  | After tax profit                     | Million VND    | 57.200     | 58.285      | 101,90%           |
| 7  | Capital preservation and development | Million VND    | 439.874    | 458.184     | 104,16%           |



Pursuant to Circular No. 28/2016/TT-BLDTBXH dated 01<sup>st</sup> September 2016 guiding the implementation of regulations on remuneration, salary, and bonus for joint stock companies with dominant state capital contribution, the Board of Directors hereby propose to settle the salary fund corresponding to the 4% profit increase. **BẢN DỊCH**

The total salary and remuneration fund implemented in 2024 for the Board of Directors and the Board of Supervisors is: VND 1,535,040,000.

Details are as below:

| No | Management position            | Salary<br>(VND/month) | Remuneration<br>(VND/month) | No. of<br>month | Total amount<br>paid (VND) |
|----|--------------------------------|-----------------------|-----------------------------|-----------------|----------------------------|
| 1  | Chairman of Board of Directors | 33,280,000            |                             | 12              | 399,360,000                |
| 2  | Vice Chairman of BoD           | 29,640,000            |                             | 12              | 355,680,000                |
| 3  | BoD member (part time)         |                       | 6,240,000                   | 12              | 74,880,000                 |
| 4  | Head of BoS (full time)        | 25,480,000            |                             | 12              | 305,760,000                |
| 5  | BoS member (full time)         | 16,640,000            |                             | 12              | 199,680,000                |
| 6  | BoS member (full time)         | 16,640,000            |                             | 12              | 199,680,000                |
|    | <b>Total :</b>                 |                       |                             |                 | <b>1,535,040,000</b>       |

## II. Plan of salary, remuneration amount, and salary, remuneration fund for BoD and BoS in 2025

### 1. Plan targets for 2025

| No | Indicator                            | Unit           | Planned    |
|----|--------------------------------------|----------------|------------|
| 1  | Treated water output                 | m <sup>3</sup> | 64,800,000 |
| 2  | Total revenue                        | Million VND    | 619,400    |
| 3  | Average laborer                      | Person         | 945        |
| 4  | Average monthly income/person        | Million VND    | 9,356      |
| 5  | Labor productivity                   | m3/person/year | 5,714      |
| 6  | Payment to budget                    | Million VND    | 79,800     |
| 7  | After tax profit                     | Million VND    | 48,300     |
| 8  | Capital preservation and development | Million VND    | 458,184    |

### 2. Salary payment principles:

- The Chairman of the Board of Directors, the Head of the Board of Supervisors, and the BoS members working full time at the Company are paid full time salaries, without remuneration.



- Vice Chairman of the Board of Directors, members of the Board of Directors concurrently holding leadership and management positions of the Company (General Director, Deputy General Director, Manager of the Human Resource and Administration Department) receive full time salaries for those leadership and management positions and receive additional remuneration as members of BoD.

- Members of BoD and the BoS who are not full time members, and do not concurrently hold leadership and management positions, receive remuneration as members of BoD and the BoS.

Board of Directors receiving full time salaries includes 01 person: Chairman of BoD.

Members of Board of Directors receiving remuneration includes: 06 people.

Members of Board of Supervisors receiving full time salaries includes: 03 people, the Head of the BoS and 02 BoS members.

## ***2. Salary and remuneration fund planned for 2025 for Board of Directors and the Board of Supervisors***

Pursuant to the provisions of Decree No. 44/2025/NĐ-CP dated 28<sup>th</sup> February 2025 of the Government regulating the management of labor, remuneration, wages, remuneration, and bonuses in state-owned enterprises, Circular No. 003/2025/TT-BNV dated 28<sup>th</sup> April 2025 guiding the implementation of labor, salary, remuneration, and bonuses management in state owned enterprises and the actual production and business situation, based on the proposal of the Supervisory Board, the Board of Directors proposes to develop the salary and remuneration plan of the Board of Directors and the Board of Supervisors in 2025 specifically as follows:

| No | Management position   | Salary<br>(VND/month) | Remuneration<br>(VND/month) | No. of<br>month | Total planned<br>salary (VND) |
|----|---|-----------------------|-----------------------------|-----------------|-------------------------------|
| 1  | Chairman of Board of Directors                              | 37,000,000            |                             | 12              | 444,000,000                   |
| 2  | Vice Chairman of BoD  |                       | 3,000,000                   | 12              | 36,000,000                    |
| 3  | BoD member (part time)                                      |                       | 6,000,000                   | 12              | 72,000,000                    |
| 4  | Head of BoS (full time)                                     | 26,000,000            |                             | 12              | 312,000,000                   |
| 5  | BoS member (full time)                                      | 17,000,000            |                             | 12              | 204,000,000                   |
| 6  | BoS member (full time)                                      | 17,000,000            |                             | 12              | 204,000,000                   |
| 7  | General Director (G.D)                                      |                       | 2,000,000                   | 12              | 24,000,000                    |
| 8  | Deputy G.D – 2 persons                                      |                       | 2,000,000                   | 12              | 48,000,000                    |
| 9  | Board member (part time)-H.R-<br>Ad Dept. Manager -1 person |                       | 2,000,000                   | 12              | 24,000,000                    |
|    | Total :   |                       |                             |                 | <b>1,368,000,000</b>          |



The total salary and remuneration fund planned for 2025 of the Board of Directors and the Board of Supervisors is: VND 1,368,000,000.

**BẢN DỊCH**

**3. Final settlement of realized salary, remuneration and salary and remuneration fund**

At the end of the year, based on the amount of salary, remuneration and the salary and remuneration fund planned in Clause 2, Section 2; Based on the implementation results of the production and business targets set for 2025 in Clause 1, Section 2 of this Submission Letter; and based on the regulations of the Government on labor, salary and bonus for companies with a controlling State capital contribution, the General Meeting of Shareholders will authorize the Board of Directors to consider and decide on the final settlement of salary and remuneration for the Board of Directors and the Board of Supervisors in 2025 and report it to the Annual General Meeting of Shareholders in 2026.

The Board of Directors hereby submit this to the General Meeting of Shareholders for consideration and approval. /.

**Copies to:**

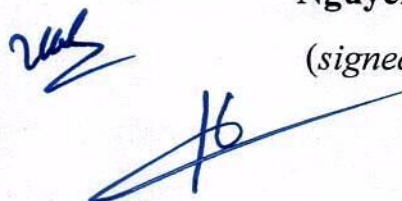
- As specified above;
- Filing: Achieves;
- Meeting Documents;

For **THE BOARD OF DIRECTORS**

**VICE CHAIRMAN**

**Nguyen Van Phung**

*(signed and sealed)*

A handwritten signature in blue ink is located to the left of a large, stylized blue ink stamp that resembles the number '16'.



## CAM ĐOAN CỦA NGƯỜI DỊCH

Tôi, Nguyễn Thị Thanh, căn cước công dân số 030162013545 cấp ngày 22/9/2021 tại Cục Cảnh sát Quản lý hành chính về trật tự xã hội, cam đoan đã dịch chính xác văn bản đính kèm này từ tiếng Việt sang tiếng Anh.

Ngày / Date: 30/5/2025

Người dịch / Translator

*Nguyễn Thị Thanh*

## LỜI CHỨNG CỦA CÔNG CHỨNG VIÊN

Hôm nay, ngày 30/5/2025 (ngày Ba mươi, tháng Năm, năm Hai nghìn không trăm Hai lăm), tại Phòng Công chứng số 1, địa chỉ tại 93 Bạch Đằng, phường Trần Hưng Đạo, thành phố Hải Dương, tỉnh Hải Dương, Tôi, *Phạm Thị Thu Hằng* Công chứng viên, trong phạm vi trách nhiệm của mình theo quy định của pháp luật,

### CHỨNG NHẬN:

- Bản dịch này là do Bà Nguyễn Thị Thanh, cộng tác viên phiên dịch của Phòng Công chứng số 1, tỉnh Hải Dương dịch từ tiếng Việt sang tiếng Anh;
- Chữ ký trong bản dịch đúng là chữ ký của Bà Nguyễn Thị Thanh;
- Nội dung bản dịch là chính xác, không vi phạm pháp luật, không trái đạo đức xã hội;
- Văn bản công chứng này được lập thành 02 bản chính, mỗi bản gồm 06 tờ, 06 trang, lưu 01 bản tại Phòng Công chứng số 1, tỉnh Hải Dương.

## TRANSLATOR'S CONFIRMATION

I, Nguyen Thi Thanh, holder of Citizen ID No. 030162013545 issued on 22<sup>nd</sup> Sep. 2021 by the Police Dept. for Administrative Management of Social Order, hereby confirm that I have correctly translated the attached document from Vietnamese into English.

## NOTARY'S AUTHENTICATION

Today, 30/5/2025 (The Thirtieth of May, Two thousand and Twenty five), in the Notary Public Office No.1, located at 93 Bach Dang, Tran Hung Dao ward, Hai Duong city, Hai Duong province,

I, *Phạm Thị Thu Hằng*, a Notary Public, within the scope of my liability as provided by the law,

### HEREBY NOTARIZE:

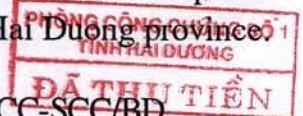
- This document was translated from Vietnamese into English by Ms. Nguyen Thi Thanh, a certified translator/interpreter of the Notary Public Office No.1, Hai Duong province;
- The signature appearing in this translation is the genuine signature of Ms. Nguyen Thi Thanh;
- The contents of the document translated are authentic, not law-violated, not contrary to social morals;
- This notarized document is made into 02 originals, 06 sheets, 06 pages each, 01 of which is kept at Notary Public Office No.1, Hai Duong province.

Số công chứng (Notarial No): *1820* Quyển số (Book No): 01/2025 TP/CC-SCC/BD

CÔNG CHỨNG VIÊN / NOTARY PUBLIC



CÔNG CHỨNG VIÊN  
*Phạm Thị Thu Hằng*





No.: 847/BC-HĐQT

Hai Duong, 30<sup>th</sup> May 2025**BẢN DỊCH****REPORT****On the performance of the Board of Directors, Board Members in 2024;  
and the Orientation and Operational Plan for the Board of Directors in 2025****To: The 2025 Annual General Meeting of Shareholders**

Pursuant to the Enterprise Law of the Socialist Republic of Vietnam;

Pursuant to the Charter on Incorporation and Operation of Hai Duong Water Joint Stock Company approved on 25<sup>th</sup> June 2021;Pursuant to the Internal Regulations on Corporate Governance issued under Decision No. 1065/QĐ-HĐQT dated 29<sup>th</sup> June 2021;Pursuant to Decision No. 1976/QĐ-HĐQT dated 01<sup>st</sup> July 2024 of the Chairman of the Board of Directors on the task assignment to members of the Board of Directors of Hai Duong Water Joint Stock Company;

The Board of Directors of Hai Duong Water Joint Stock Company was elected by its General Meeting of Shareholders as below:

- The number of members of the Board of Directors is 07 (seven) people.
- The term of the Board of Directors is 5 years (2022-2027);
- Board of Directors' structure includes: 01 Chairman, 01 Vice Chairman and 05 members.
- The standing body of the Board of Directors includes: Chairman and Vice Chairman whose duties are to handle the daily business of the Company.

In exercising the powers and obligations as prescribed by law, the Charter of Incorporation and Operation of Hai Duong Water Joint Stock Company, the Board of Directors hereby report to the Shareholders' General Meeting the results of the Board of Directors' performance in 2024 and the operational orientation in 2025 as follows:

**I- GENERAL INFORMATION ON THE MEMBERS OF BOARD OF DIRECTORS**

| No | Name in full | Position        | Quantity of shares owned |            |                 | Rate   | Notes     |
|----|--------------|-----------------|--------------------------|------------|-----------------|--------|-----------|
|    |              |                 | Total                    | Individual | Represented for |        |           |
| 1  | Vu Manh Dung | Chairman of BoD | 9,604,142                | 39,400     | 9,564,742       | 30.12% | Executive |



|   |                  |                      |           |         |           |        |   |
|---|------------------|----------------------|-----------|---------|-----------|--------|---|
| 2 | Nguyen Van Phung | Vice Chairman of BoD | 2,818,416 | 28,700  | 2,789,716 | 8.84%  | <b>BẢN DỊCH</b>                           |
| 3 | Vu Van Nhan      | BoD member           | 2,818,916 | 29,200  | 2,789,716 | 8.84%  |   |
| 4 | Nguyen Thai Dung | BoD member           | 2,811,567 | 21,851  | 2,789,716 | 8.84%  |   |
| 5 | Nguyen Thanh Son | BoD member           | 2,819,816 | 30,100  | 2,789,716 | 8.84%  |   |
| 6 | Vu Chi Phuong    | BoD member           | 13,251    | 13,251  | 0         | 0.04%  | H.R-Admin Dep.Manager                     |
| 7 | Pham Minh Cuong  | Former BoD member    | 117,403   | 117,403 | 0         | 0.368% | Status of BoD member terminated 28/6/2024 |
| 8 | Pham Thi Man     | BoD member           | 3,900,000 | 0       | 3,900,000 | 12.23% | Non-executive member of BoD               |

## II. PERFORMANCE OUTCOMES OF THE BOARD OF DIRECTORS IN 2024

### 1. Corporate governance activities

#### 1.1. Board of Directors' meetings

Since 01<sup>st</sup> January 2024, the Board of Directors has held meetings with 100% attendance of members, decided on issues within its authority. Resolutions and decisions are made basing on the consensus of all the members. In 2024, the Board of Directors have issued the following Resolutions:

| No | Resolution No  | Date                          | Agenda  |
|----|--|-------------------------------|---|
| 1  | Resolution of BoD's 14 <sup>th</sup> Meeting of the 2022-2027 tenure | 29 <sup>th</sup> January 2024 | 1. Approving the Proposal for reappointment, appointment, rotation and mobilization of officials for the 2024-2027 tenure;<br>2. Discussing some other tasks. |



|   |  |                                      |   |
|---|--|--------------------------------------|---|
| 2 | Resolution of<br>BoD's 15 <sup>th</sup><br>Meeting of the<br>2022-2027<br>tenure | 29 <sup>th</sup><br>February<br>2024 | <ol style="list-style-type: none"> <li>1. Approving the Interim (Mid-year) Financial Statement for the 4<sup>th</sup> quarter of 2023 and the whole year of 2023.</li> <li>2. Approving the Business Operation Results Statement in 2023 and tentative plan of profit distribution in 2023.</li> <li>3. Approving the Submission of capital allocation for capital construction and transitional procurement in 2023 and investment in capital construction and procurement in 2024.</li> <li>4. Approving the Submission of the 2024 labor recruitment plan proposal.</li> <li>5. Approving the Submission of medium-term loan plan for the first stage of 2024.</li> <li>6. Approving the settlement of the salary fund for the employees, the salary and remuneration fund for the managers in 2023 and the planned salary fund for the employees, the planned salary and remuneration fund for the managers in 2024.</li> <li>7. Approving the Submission of supports to the employees during the national holidays of 30<sup>th</sup> April and 1<sup>st</sup> May 2024.</li> <li>8. Approving the Submission of supports to build charity houses in 2024.</li> <li>9. Discussing some other tasks.</li> </ol> |
| 3 | Resolution of<br>BoD's 16 <sup>th</sup><br>Meeting of the<br>2022-2027 tenure    | 28 <sup>th</sup> March<br>2024       | <ol style="list-style-type: none"> <li>1. Approving the Submission of Promulgation of Regulations on piece wage salaries and certain miscellaneous costs in 2024</li> <li>2. Discussing some other tasks.</li> </ol>  |
| 4 | Resolution of<br>BoD's 17 <sup>th</sup><br>Meeting of the<br>2022-2027<br>tenure | 25 <sup>th</sup> April<br>2024       | <ol style="list-style-type: none"> <li>1. Approving the Interim (Mid-year) Financial Statement of 1<sup>st</sup> Quarter of 2024.</li> <li>2. Approving the Submission of brand advertising through a number of sports teams under Hai Duong provincial Center for Training, Coaching and Sports Competition.</li> <li>3. Approving the Submission of extending the time to organize the Annual Shareholders General Meeting in 2024.</li> <li>4. Approving the Submission of finalizing the list of shareholders to hold the 2024 Annual Shareholder General Meeting.</li> <li>5. Discussing some other tasks.</li> </ol>  |



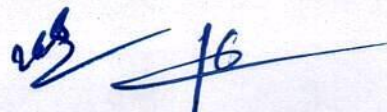
|   |  |                              |   |
|---|--|------------------------------|---|
| 5 | Resolution of BoD's 18 <sup>th</sup> Meeting of the 2022-2027 tenure | 04 <sup>th</sup> June 2024   | <p>1. Taking votes to appoint General Director and Deputy General Director of Hai Duong Water Joint Stock Company.</p> <p>2. Approving the Submission of capital construction investment funds allocation plan for 2<sup>nd</sup> phase of 2024.</p> <p>3. Approving the Submission of national vacation support for employees in 2024.</p> <p>4. Discussing some other tasks.</p>  |
| 6 | Resolution of BoD's 19 <sup>th</sup> Meeting of the 2022-2027 tenure | 11 <sup>th</sup> June 2024   | <p>1. Approving the Nomination for members of the BoD for the 2022-2027 tenure at the 2024 Annual Shareholders General Meeting</p> <p>2. Approving some other tasks.</p>  |
| 7 | Resolution of BoD's 20 <sup>th</sup> Meeting, the 2022-2027 tenure   | 01 <sup>st</sup> July 2024   | <p>1. Approving the Submission of selecting an auditing unit to review the Mid-year (Interim) Financial Statements and to audit the Financial Statements of 2024.</p> <p>2. Approving the Submission of the Salary Scale System for 2024.</p> <p>3. Discussing some other issues.</p>   |
| 8 | Resolution of BoD's 21 <sup>st</sup> Meeting, the 2022-2027 tenure   | 13 <sup>th</sup> August 2024 | <p>1. Approving the Financial Statement of the 2<sup>nd</sup> Quarter of 2024.</p> <p>2. Approving the Financial Statement of the first 6 months of the year;</p> <p>3. Approving the Submission on supports to employees on the holiday of 2<sup>nd</sup> September 2024;</p> <p>4. Approving the plan for payment of 2023 dividend.</p> <p>5. Approving the Submission of plans of short-term loans from Vietnam Joint Stock Commercial Bank for Industry and Trade - Hai Duong Branch.</p> <p>6. Approving the Proposal for dispatching a delegation to attend the International Water Week in Taiwan (China);</p> <p>7. Discussing on some other tasks.</p> |

*[Handwritten signature]*



|    |  |                                |   |
|----|--|--------------------------------|---|
| 9  | Resolution of BoD's 22 <sup>nd</sup> Meeting, the 2022-2027 tenure | 22 <sup>nd</sup> October 2024  | <del>1. Approving the Financial Statement of the 3<sup>rd</sup> Quarter of 2024.</del><br><del>2. Approving the Business Operation Results Report of the first 9 months of 2024, estimating the results of the whole year 2024.</del><br>3. Approving the Submission on supports to employees on the Calendar New Year holiday.<br>4. Approving the Submission requesting for support and extra-payment for flood and storm prevention work (Storm No. 3 Yagi) for the period from 6 <sup>th</sup> September 2024 to 15 <sup>th</sup> September 2024.<br>5. Approving the Submission requesting for supports and assistance to attend the Sports Festival and Music performance held in Viet Tri-Phu Tho by the Northern Water Supply and Sewerage Association in 2024.<br>6. Approving the Proposal on purchasing additional health insurance for key employees of the Company in 2025.<br>7. Discussing some other tasks. |
| 10 | Resolution of BoD's 23 <sup>rd</sup> Meeting, the 2022-2027 tenure | 30 <sup>th</sup> December 2024 | 1. Passing the Report on Estimated Business Operation Results of 2024 and tentative distribution of profits in 2025.<br>2. Approving the Production and Business Plan and Profit Distribution Plan for 2025.<br>3. Approving the Submission of the List of capital construction investment projects and transitional procurement in 2024, and the Plan for capital construction investment and procurement in 2025.<br>4. Approving the Submission of the materials and equipment supply plan and the list of selected suppliers in 2025.<br>5. Approving the Submission of Additional payment to the Employee Salary Fund and the Manager's Salary and Remuneration Fund in 2024.<br>6. Approving the Submission of payment for forest environmental services.<br>7. Discussing some other affairs.  |

In addition to attending Board of Directors meetings in person, the Board members have actively given written opinions on matters under the Board of Directors' authority, and provided directions to improve corporate governance. The Board of Directors requests the General Director and relevant departments to provide information on issues related to production and business activities in order to promptly grasp the situation and provide<sub>5</sub> directions.





### 1.2. *The compliance with the provisions of the law*

- The Company complies with the provisions of the Securities Law and Government regulations, and with the provisions of law for large-scale public companies.

- Information disclosure and management of shareholders and shares.

**BAN DICH**

+ The Board of Directors assigned people to publish information in accordance with regulations, ensuring the correct time and contents of the publication such as: Company governance situation, Executives on leave, quarterly financial statements, related shareholder transaction reports and other reports sent to the State Securities Commission, Hanoi Stock Exchange, publicly posted on the Company's website, ensuring the principle of transparency, and at the same time allowing shareholders to clearly understand the company's operations.

+ The Company's shareholder data is deposited at the Vietnam Securities Depository and Clearing Corporation (VSDC) and is periodically monitored for changes in shareholders.

Total number of shareholders as of 19<sup>th</sup> September 2024 is: 931 shareholders

Shareholder structure:

| No           | Shareholder                 | Number of shareholders | Number of shares owned | Rate (%)       |
|--------------|-----------------------------|------------------------|------------------------|----------------|
| <b>I</b>     | <b>Domestic shareholder</b> | <b>926</b>             | <b>31,869,470</b>      | <b>99.959%</b> |
| 1            | Organization                | 03                     | 26,123,606             | 81.937%        |
| 2            | Individual                  | 936                    | 5,745,864              | 18.022%        |
| <b>II</b>    | <b>Foreign shareholder</b>  |                        | <b>13,000</b>          | <b>0.041%</b>  |
| 1            | Organization                | 01                     | 1,900                  | 0.006%         |
| 2            | Individual                  | 03                     | 11,100                 | 0.035%         |
| <b>Total</b> |                             | <b>931</b>             | <b>31.882.470</b>      | <b>100%</b>    |

(Hai Duong Provincial People's Committee: 65%; 02 domestic strategic investors: 16.937%)

## 2. **The implementation of the contents of the Resolution of the of Shareholders' General Meeting dated 28<sup>th</sup> June 2024**

### 2.1. *Implementation outcomes of strategic orientation& business plan for 2024*

Based on the 2024 production and business plan approved by the General Meeting of Shareholders, the Board of Directors have assigned the General Director to organize the implementation, with many solutions in various areas such as:



Continuing to complete projects and works carried over from 2023 and at the same time implementing new projects and works in 2024: Completing the project of building a booster pump station in Vinh Hong commune, Binh Giang under Water Trading No. 10; Completing the construction of the D710 HDPE transmission pipeline from Cam Giang station to Ghe bridge under Water Trading No. 10; Completing the entire project of building a D400 HDPE transmission pipeline to supply water to Vinh Hong booster pump station... and a number of other projects and works to renovate and increase the capacity of water treatment plants and transmission pipelines according to approved policies; Improving, replacing, and investing in new machinery and equipment of treatment plants and booster pump stations, ensuring water quality according to the standards set by Ministry of Health. The pressure and flow have always met consumption and construction needs. In 2024, the Company invested in more than 25 km of new transmission pipelines with an investment cost of more than 36 billion VND, improving and replacing more than 112,599 km of transmission pipelines with an investment cost of more than 27.8 billion VND; Replacing 18,210 water meters that are not accurate and have expired; lifting and moving 5,120 water meter clusters for consumers; repairing 13,709 leakage points and implementing many anti-loss measures such as: Network separation zoning, setting up Blocks (DMA) for convenient management, installing smart pressure regulating valves, installing Sensors to control the water flow, operating pressure to regulate water supply so as to reduce loss rate and increase the life of equipment and pipes.

Cashless payment of water use fees: In 2024, the Company focused on directing the expansion of intermediary payment channels, promoting and guiding customers to use apps, so the rate of cashless payments increased from 78% (in 2023) to 88% (in 2024). Many subsidiaries such as Water Trading Branch No. 5, Water Meter Management Branch, Water Trading Branch No. 1, Water Trading Branch No. 8, have reached over 95% of the number of customers under management of these branches.

However, great fluctuations in the domestic and world economic situation, the Russia-Ukraine war, the Israel-Palestine conflict... have caused many difficulties for the Company. Yet, the Company has accelerated the progress of construction projects as well as increased connections and customer development.





Regarding some financial indicators: Compared to the plan, revenue increased by 5%; costs increased by 5% and profit increased by 2%. However, the loss rate increased by 2.8% compared to the target, because the whole province continued to deploy investment in renovating new rural infrastructure as well as urban embellishment. In addition, some old water supply pipelines have begun to show signs of deterioration, often leaking and breaking, leading to the loss rate in 2024 not being maintained as planned.

*2.1.1. Main indicators on production and business operation:*

| No | Item                                 | Unit                         | Planned | Implemented | Completion rate |
|----|--------------------------------------|------------------------------|---------|-------------|-----------------|
| 1  | Revenued treated water output        | m <sup>3</sup>               | 58,850  | 60,745      | 103.2%          |
| 2  | Total revenue                        | Mil VND                      | 526,000 | 543,303     | 103.3%          |
| 3  | Average labor (excluding management) | Person                       | 943     | 926         | 98.3%           |
| 4  | Labor productivity                   | m <sup>3</sup> /pers on/year | 62,407  | 65,600      | 105.11%         |
| 5  | Payment to the Budget                | Mil VND                      | 69,900  | 84,366      | 120.7%          |
| 6  | Profit after tax                     | Mil VND                      | 53,300  | 44,569      | 83.6%           |
| 7  | Capital preservation and development | Mil VND                      | 433,900 | 439,874     | 101.4%          |

*2.1.2. Investment and capital construction:*

Below are the projects and basic construction investment works approved by the Board of Directors basing on investment policies on transitional construction projects and new investment works:

- Transitional construction projects: 51 projects and works.
- New investment works: 47 projects and works

The number of construction projects is large but the total investment amount of the construction projects is small, mostly upgrading, increasing capacity, replacing and moving pipelines to serve the site clearance for road construction, urban embellishment. New investment projects are urgent ones in order to meet the source and transmission capacity to serve the urgent needs of customers. The scale and total investment amount are under the decision-making authority of the BoD.



Via supervision and guidance, the Board of Directors found that most of the projects were implemented on schedule, however, some projects were still behind schedule due to some objective reasons such as problems with site clearance. Some projects were completed and put into operation to ensure water supply for customers, increasing revenue and contributing to increase profits, but the payment and settlement documents of these projects have not yet been completed.

## 2.2. Performance results of other items:

- Selection of auditing agency: Based on the proposal of the Board of Supervisors, the Board of Directors have selected and decided on the auditing agency for the Company's 2024 Financial Statements: Vietnam Auditing and Valuation Company (VAE) who have been promptly performing the audit of the 2024 financial statements in accordance with the provisions of law.

- Payment of salaries and remuneration to the Company's managers:

Based on the salary and remuneration of the Board of Directors and the Board of Supervisors specified in the Resolution of the General Meeting of Shareholders dated 28<sup>th</sup> June 2024; based on the results of production and business operation in 2024 and Circular No. 28/2016/TT-BLDTBXH dated 01<sup>st</sup> September 2016, the Board of Directors proposed to settle the salary and remuneration of BoD and the BoS in 2024 to submit to the Annual General Meeting of Shareholders in 2025 for approval, ensuring compliance with the provisions of law and the Company's Charter.

The total salary and remuneration fund implemented in 2024 of BoD and the BoS is: VND 1,535,040,000 (Vietnam Dong One billion, five hundred thirty five million and forty thousand).

Details are as below:

| No | Management position     | Salary<br>(VND/month) | Remunerati<br>on<br>(VND/month) | No of<br>month | Total paid<br>salary (VND) |
|----|-------------------------|-----------------------|---------------------------------|----------------|----------------------------|
| 1  | Chairman of BoD         | 33,280,000            |                                 | 12             | 399,360,000                |
| 2  | Vice Chairman of BoD    | 29,640,000            |                                 | 12             | 355,680,000                |
| 3  | Board member (non-paid) |                       | 6,240,000                       | 12             | 74,880,000                 |
| 4  | Head of BoS (paid)      | 25,480,000            |                                 | 12             | 305,760,000                |
| 5  | BoS member (paid)       | 16,640,000            |                                 | 12             | 199,680,000                |
| 6  | BoS member (paid)       | 16,640,000            |                                 | 12             | 199,680,000                |
|    | Total                   |                       |                                 |                | 1,535,040,000              |



### 3. The supervision of BoD towards the General Director

**BẢN DỊCH**

The Board of Directors supervises by reviewing monthly, quarterly and annual business performance reports and by attending monthly meetings and reviewing the BoS's supervision reports to promptly manage and direct the Board of General Directors' operations in accordance with the BoD's resolutions, ensuring the compliance with the law and the Company's Charter.

- The performance of the Board of General Directors in 2024 have made great efforts and determination to complete the planned targets assigned by the General Meeting of Shareholders and the Board of Directors, despite the facts that the world socio-economic situation is very complicated, inflation rate is high, the Russia - Ukraine war and the Israel - Palestine conflict are serious... the economic situation in the country in general and in Hai Duong province in particular is complicated.
- The Board of General Directors have implemented production and business activities basically according to the strategic orientation and direction of the Board of Directors; strictly complying with governance regulations and provisions of law and the corporate charter.
- The General Director has assigned tasks to members and periodically held meetings to evaluate the results of weekly work and assign work plans for the next period.
- The Board of General Directors have regularly reported to the Board of Directors on the financial situation, the situation of production and business management, and the situation of project investment. Thanks to the timely information exchange and updates, the Board of Directors have always grasped the business situation of the Company and given timely directions for effective operation according to the strategic directions set forth.
- The Board of General Directors have strictly implemented the resolutions, decisions and notices of the Board of Directors. However, in the direction and management, some construction projects are still behind schedule due to problems in site clearance and lack of determination in directing contractors to complete the payment documents and settlement of construction works.

### 4. Evaluation of the performance of the Board Members

Based on the duties, powers and responsibilities of the Board of Directors, the Chairman of BoD has assigned tasks to its members and the members have closely followed the assigned tasks and basically completed the tasks assigned, regularly received notices from the Chairman through emails or phone calls about the Company's operations so as to unify opinions, directions, decisions and supervise the performance of the Board of General Directors; to have internal solidarity and timely

*[Handwritten signature]*



coordination with the Board of Supervisors and with the General Director in supervision and direction.

**BANDICH**

### **III. OPERATIONAL ORIENTATION AND ACTION PLAN OF THE BOARD OF DIRECTORS IN 2025**

- Based on the provisions of the law and the Company's charter, the Board of Directors focus on reviewing and issuing resolutions and decisions on policies, strategies, and mechanisms to create favorable conditions for the Board of Directors to organize and implement the following basic goals:

- + Revenued treated water: 65,000,000 m<sup>3</sup>
- + Total revenue: 619,400 billion VND
- + Labor productivity: 65,638 m<sup>3</sup> /person/year
- + Payment to the Budget: 79,800 billion VND
- + After-tax profit: 48,300 billion VND
- + Company's capital preservation and development

- Orientating to develop good relationships with investors and shareholders to ensure information disclosure in accordance with regulations.

- Strengthening the supervision and direction of the Board of Directors in implementing the resolutions of the Shareholders' General Meeting and of the Board of Directors, especially in the field of capital construction investment to ensure adequate water supply and transmission capacity to satisfy customers' water needs.

- Coordinating with the Board of Supervisors to control costs, to improve labor productivity, business efficiency, profits, while ensuring the harmony of interests among the State, the enterprise, shareholders, employees and the community.

Above is the report on the performance of the Board of Directors and its members in 2024 and the orientation and operational plan for 2025. On behalf of the Board of Directors, I would like to extend sincerely thanks for the trust and support from the shareholders, the companionship of the Board of Supervisors and the Board of General Directors.

The attendees of the 2025 Annual General Meeting of Shareholders are kindly requested to take this Report into consideration and approval./.

**Copies to:**

- As mentioned above;
- Meeting Documents;
- Filing: Achieves.

For **THE BOARD OF DIRECTORS**  
**VICE CHAIRMAN**

**Nguyen Van Phung**

(signed and sealed)



## CAM ĐOAN CỦA NGƯỜI DỊCH

Tôi, Nguyễn Thị Thanh, căn cước công dân số 030162013545 cấp ngày 22/9/2021 tại Cục Cảnh sát Quản lý hành chính về trật tự xã hội, cam đoan đã dịch chính xác văn bản đính kèm này từ tiếng Việt sang tiếng Anh.

Ngày / Date: 30/5/2025

Người dịch / Translator



## LỜI CHỨNG CỦA CÔNG CHỨNG VIÊN

Hôm nay, ngày 30/5/2025 (ngày Ba mươi, tháng Năm, năm Hai nghìn không trăm Hai lăm), tại Phòng Công chứng số 1, địa chỉ tại 93 Bạch Đằng, phường Trần Hưng Đạo, thành phố Hải Dương, tỉnh Hải Dương, Tôi, Phạm Thị Thu Hằng, Công chứng viên, trong phạm vi trách nhiệm của mình theo quy định của pháp luật,

### CHỨNG NHẬN:

- Bản dịch này là do Bà Nguyễn Thị Thanh, cộng tác viên phiên dịch của Phòng Công chứng số 1, tỉnh Hải Dương dịch từ tiếng Việt sang tiếng Anh;
- Chữ ký trong bản dịch đúng là chữ ký của Bà Nguyễn Thị Thanh;
- Nội dung bản dịch là chính xác, không vi phạm pháp luật, không trái đạo đức xã hội;
- Văn bản công chứng này được lập thành 02 bản chính, mỗi bản gồm 12 tờ, 12 trang, lưu 01 bản tại Phòng Công chứng số 1, tỉnh Hải Dương.

## TRANSLATOR'S CONFIRMATION

I, Nguyen Thi Thanh, holder of Citizen ID No. 030162013545 issued on 22<sup>nd</sup> Sep. 2021 by the Police Dept. for Administrative Management of Social Order, hereby confirm that I have correctly translated the attached document from Vietnamese into English.

## NOTARY'S AUTHENTICATION

Today, 30/5/2025 (The Thirtieth of May, Two thousand and Twenty five), in the Notary Public Office No.1, located at 93 Bach Dang, Tran Hung Dao ward, Hai Duong city, Hai Duong province,

I, Phạm Thị Thu Hằng, a Notary Public, within the scope of my liability as provided by the law,

### HEREBY NOTARIZE:

- This document was translated from Vietnamese into English by Ms. Nguyen Thi Thanh, a certified translator/interpreter of the Notary Public Office No.1, Hai Duong province;
- The signature appearing in this translation is the genuine signature of Ms. Nguyen Thi Thanh;
- The contents of the document translated are authentic, not law-violated, not contrary to social morals;
- This notarized document is made into 02 originals, 12 sheets, 12 pages each, 01 of which is kept at Notary Public Office No.1, Hai Duong province.

Số công chứng (Notarial No): 1818 Quyển số (Book No): 01/2025 TP/CC-SCC/BD

CÔNG CHỨNG VIÊN / NOTARY PUBLIC



CÔNG CHỨNG VIÊN  
Phạm Thị Thu Hằng





No.: 848/BC-HĐQT

Hai Duong, 30<sup>th</sup> May 2025**REPORT****Public disclosure of related interests of the Company Insiders****BẢN DỊCH**

Pursuant to the Enterprise Law No. 59/2020/QH14 dated 17<sup>th</sup> June 2020;

Pursuant to the Charter on Incorporation and Operation of Hai Duong Water Joint Stock Company approved on 25<sup>th</sup> June 2021;

Through the general public report of the company's insiders, the Board of Directors of Hai Duong Clean Water Trading Joint Stock Company synthesizes the report of the General Meeting of Shareholders on the disclosure of related interests of specific insiders as follows:

**1. List of Company's Insiders**

| No | Name in full        | Position  |
|----|---------------------|---|
| 1  | Vu Manh Dung        | Chairman of Board of Directors (BoD)                                |
| 2  | Nguyen Thanh Son    | Member of BoD - General Director                                    |
| 3  | Nguyen Van Phung    | Vice Chairman of BoD- Deputy General Director                       |
| 4  | Vu Van Nhan         | Member of BoD - General Director                                    |
| 5  | Nguyen Thai Dung    | Member of BoD - General Director                                    |
| 6  | Nguyen Thi Huong    | Chief Accountant  |
| 7  | Pham Thi Man        | Member of BoD   |
| 8  | Vu Chi Phuong       | Member of BoD- Manager of Human Resource- Administration Department |
| 9  | Tran Thi Thanh Ngan | Head of Board of Supervisors  |
| 10 | Nguyen Thi Thu Hang | Member of Board of Supervisors                                      |
| 11 | Tran Thi Hue        | Member of Board of Supervisors                                      |
| 12 | Tran Huu Dinh       | Company Secretary- Internal administer                              |

**2. Related interests of the Company Insiders****2.1. Mr. Vu Manh Dung: Chairman of Board of Directors**

Stock ownership of his own and of his relatives in the Company:

His personal stock ownership: 39,400 shares, accounting for 0.124% of the actual contributed charter capital.

Stock ownership representing the People's Committee of Hai Duong province: 9,564,742 shares, accounting for 30% of the actual contributed charter capital.

Stock ownership of his relatives:





| No | Name in full    | ID No.    | Relationship   | Number of shares | Rate (%) |
|----|-----------------|-----------|----------------|------------------|----------|
| 1  | Vu Thi Ha       | 141786513 | Junior sister  | 7,300            | 0.0229   |
| 2  | Nguyen Ba Quyet | 141786366 | Brother in law | 232,200          | 0.73     |

Debts to the Company: None

Remuneration and other benefits received from the Company: Salary as Chairman of the Board of Directors

Related benefits to the Company: None

## 2.2. Mr. Nguyen Thanh Son: Member of BoD - General Director

Stock ownership of his own and of his relatives in the Company:

His personal stock ownership: 30,100 shares, accounting for 0.09% of the actual contributed charter capital.

Stock ownership representing the People's Committee of Hai Duong province: 2,789,716 shares, accounting for 8.75% of the actual contributed charter capital

Stock ownership of his relatives:

| No | Name in full           | ID No.    | Relationship          | Number of shares | Rate (%) |
|----|------------------------|-----------|-----------------------|------------------|----------|
| 1  | Nguyen Thi Tuyet Nhung | 142360219 | Junior sister         | 7,065            | 0.022    |
| 2  | Nguyen Van Doan        | 141241863 | Elder brother in law  | 36,900           | 0.116    |
| 3  | Vu Ba Long             | 142265395 | Junior brother in law | 27,300           | 0.086    |

Debts to the Company: None

Remuneration and other benefits received from the Company: Salary as the Company General Director.

Related benefits to the Company: None

## 2.3. Mr. Nguyen Van Phung: Vice Chairman of BoD - Deputy General Director

Stock ownership of his own and of his relatives in the Company:

His personal stock ownership: 28,700 shares, accounting for 0.09% of the actual contributed charter capital

Stock ownership representing the People's Committee of Hai Duong province: 2,789,716 shares, accounting for 8.75% of the actual contributed charter capital.

Stock ownership of his relatives:

| No | Name in full        | ID No.    | Relationship | Number of shares | Rate (%) |
|----|---------------------|-----------|--------------|------------------|----------|
| 1  | Nguyen Thi Tram Anh | 142351170 | Daughter     | 8,100            | 0.025    |
| 2  | Pham Van Thao       | 142161062 | Son in law   | 3,300            | 0.01     |



Debts to the Company: None

Remuneration and other benefits received from the Company: Salary as Vice Chairman of BoD.

Related benefits to the Company: None

#### **2.4. Mr. Vu Van Nhan: Member of BoD - Deputy General Director**

Stock ownership of his own and of his relatives in the Company:

His personal stock ownership: 29,200 shares, accounting for 0.092% of the actual contributed charter capital

Stock ownership representing People's Committee of Hai Duong province: 2,789,716 shares, accounting for 8.75% of the actual contributed charter capital.

Stock ownership of his relatives:

| No | Name in full | ID No.    | Relationship    | Number of shares | Rate (%) |
|----|--------------|-----------|-----------------|------------------|----------|
| 1  | Vu Van Luc   | 141371768 | Younger brother | 6,300            | 0.0198   |
| 2  | Vu Van Tuan  | 141635876 | Younger brother | 2,000            | 0.0063   |
| 3  | Vu Van Tu    | 141601792 | Younger brother | 6,600            | 0.0207   |

Debts to the Company: None

Remuneration and other benefits received from the Company: Salary as a Deputy General Director.

Related benefits to the Company: None

#### **2.5. Mr. Nguyen Thai Dung: Member of BoD - Deputy General Director**

Stock ownership of his own and of his relatives in the Company:

His personal stock ownership: 21,851 shares, accounting for 0.09% of the actual contributed charter capital

Stock ownership representing People's Committee of Hai Duong province: 2,789,716 shares, accounting for 8.75% of the actual contributed charter capital.

Stock ownership of his relatives: 0 shares, accounting for 0% of the actual contributed charter capital.

Debts to the Company: None

Remuneration and other benefits received from the Company: Salary as a Deputy General Director.

Related benefits to the Company: None

#### **2.6. Ms. Nguyen Thi Huong: Chief Accountant**

Stock ownership of her own and of her relatives in the Company:

Her personal stock ownership: 24,325 shares, accounting for 0.076% of contributed charter capital



Stock ownership of her relatives:

**BẢN DỊCH**

| No | Name in full    | ID No.    | Relationship | Number of shares | Rate (%) |
|----|-----------------|-----------|--------------|------------------|----------|
| 1  | Do Ngoc Phuong  | 141363678 | Husband      | 6,300            | 0.020    |
| 2  | Do Minh Phuong  | 142575478 | Daughter     | 5,100            | 0.016    |
| 3  | Nguyen Thi Hang | 141355936 | Elder sister | 6,365            | 0.020    |

Debts to the Company: None

Remuneration and other benefits received from the Company: Chief Accountant's salary and allowance for the Head of Finance and Accounting Department.

Related benefits to the Company: None

**2.7. Ms. Pham Thi Man: Member of the Board of Directors**

Current positions held at other organizations: Chairwoman of the Board of Directors - Phuc Hung Hai Duong Water Supply Joint Stock Company

Stock ownership of her own and of her relatives in the Company:

Her personal stock ownership: 0 shares, accounting for 0% of the actual contributed charter capital

Representative ownership of Phuc Hung Hai Duong Water Supply Joint Stock Company: 3,900,000 shares, accounting for 12.232% of the actual contributed charter capital.

Stock ownership of her relatives: 0 shares, accounting for 0% of the contributed charter capital.

Her personal stock ownership in other companies: Her shares in Phuc Hung Hai Duong Water Supply Joint Stock Company account for 40% of the charter capital; Her shares in Ha Duc Trang Company Limited account for 95% of the charter capital.

Debts to the Company: None

Remuneration and other benefits received from the Company: remuneration as a member of Board of Directors.

Other benefits related to the Company: None.

**2.8. Mr. Vu Chi Phuong: Member of BoD - Manager of Human Resource-Administration Department**

Stock ownership of his own and of his relatives in the Company:

His personal stock ownership: 13,251 shares, accounting for 0.041% of the actual contributed charter capital

Representative ownership: 0 shares, accounting for 0% of the actual contributed charter capital





Stock ownership of his relatives: 0 shares, accounting for 0% of the actual contributed charter capital.

Debts to the Company: None

Other remuneration and benefits received from the Company: Salary as the Manager of Human Resource- Administration Department

Related benefits to the Company: None

## **2.9. Ms. Tran Thi Thanh Ngan: Head of the Board of Supervisors (BoS)**

Stock ownership of her own and of her relatives in the Company:

Her personal stock ownership: 11,851 shares, accounting for 0.037% of charter capital.

Representative ownership: 0 shares, accounting for 0% of contributed charter capital

Stock ownership of her relatives: 0 shares, accounting for 0% of contributed charter capital

Debts to the Company: None

Remuneration and other benefits received from the Company: Salary as the Head of the Board of Supervisors

Related benefits to the Company: None

## **2.10. Ms. Nguyen Thi Thu Hang: Member of the Supervisory Board**

Stock ownership of her own and of her relatives in the Company:

Her personal stock ownership: 8,400 shares, accounting for 0.026% of the actual contributed charter capital

Representative ownership: 0 shares, accounting for 0% of the actual contributed charter capital

Stock ownership of her relatives:

| No | Name in full      | ID No.    | Relationship    | Number of shares | Rate (%) |
|----|-------------------|-----------|-----------------|------------------|----------|
| 1  | Nguyen Quoc Nghia | 141939518 | Elder brother   | 7,865            | 0.025    |
| 2  | Pham Thi Yen      | 142493161 | Daughter in law | 8,200            | 0.02     |

Debts to the Company: None

Remuneration and other benefits received from the Company: Salary as a full-time member of the Board of Supervisors.

Related benefits to the Company: None

## **2.11. Ms. Tran Thi Hue: Member of the Board of Supervisors**

Stock ownership of her own and of her relatives in the Company:



Her personal stock ownership: 1,000 shares, accounting for 0.003% of the actual contributed charter capital

Representative ownership: 0 shares, accounting for 0% of the actual contributed charter capital

Stock ownership of her relatives: 0 shares, accounting for 0% of the actual contributed charter capital

Debts to the Company: None

Remuneration and other benefits received from the Company: Salary as a full-time member of the Board of Supervisors.

Related benefits to the Company: None

### **2.12. Mr. Tran Huu Dinh: Company Secretary - Internal administer**

Stock ownership of his own and of her relatives in the Company:

His personal stock ownership: 5,365 shares, accounting for 0.00017% of charter capital.

Representative ownership: 0 shares, accounting for 0% of contributed charter capital

Stock ownership of his relatives: 0 shares, accounting for 0% of contributed charter capital.

Debts to the Company: None

Remuneration and other benefits received from the Company: Salary as the Company Secretary.

Related benefits to the Company: None

### **3. Contracts or transactions with internal shareholders:**

- Contracts to purchase treated water from a strategic investor: Phuc Hung Hai Duong Water Supply Joint Stock Company;
- Contracts to sell treated water to strategic investor: Xuan Hung Water Supply Joint Stock Company.

In the transitional contracts before the company converted its model into a joint stock company, the wholesale price of treated water under the water consumption tariff was approved by the People's Committee of Hai Duong province.

The above is a public report on related interests of the Company's Insiders of Hai Duong Water Joint Stock Company to be announced to the 2025 Annual General Meeting of Shareholders.

The attendees of the Annual General Meeting of Shareholders are kindly requested to take this Report into consideration and approval./.

#### **Copies to:**

- As mentioned above;
- Filing in: Achieves;
- Meeting Documents.

For **THE BOARD OF DIRECTORS**

**VICE CHAIRMAN**

**Nguyen Van Phung**

(signed and sealed)



## CAM ĐOAN CỦA NGƯỜI DỊCH

Tôi, Nguyễn Thị Thanh, căn cước công dân số 030162013545 cấp ngày 22/9/2021 tại Cục Cảnh sát Quản lý hành chính về trật tự xã hội, cam đoan đã dịch chính xác văn bản đính kèm này từ tiếng Việt sang tiếng Anh.

Ngày / Date: 30/5/2025

Người dịch / Translator

*Nguyễn Thị Thanh*

## TRANSLATOR'S CONFIRMATION

I, Nguyen Thi Thanh, holder of Citizen ID No. 030162013545 issued on 22<sup>nd</sup> Sep. 2021 by the Police Dept. for Administrative Management of Social Order, hereby confirm that I have correctly translated the attached document from Vietnamese into English.

## LỜI CHỨNG CỦA CÔNG CHỨNG VIÊN

Hôm nay, ngày 30/5/2025 (ngày Ba mươi, tháng Năm, năm Hai nghìn không trăm Hai lăm), tại Phòng Công chứng số 1, địa chỉ tại 93 Bạch Đằng, phường Trần Hưng Đạo, thành phố Hải Dương, tỉnh Hải Dương, Tôi, *Phạm Thị Thu Hằng* Công chứng viên, trong phạm vi trách nhiệm của mình theo quy định của pháp luật,

### CHỨNG NHẬN:

- Bản dịch này là do Bà Nguyễn Thị Thanh, cộng tác viên phiên dịch của Phòng Công chứng số 1, tỉnh Hải Dương dịch từ tiếng Việt sang tiếng Anh;
- Chữ ký trong bản dịch đúng là chữ ký của Bà Nguyễn Thị Thanh;
- Nội dung bản dịch là chính xác, không vi phạm pháp luật, không trái đạo đức xã hội;
- Văn bản công chứng này được lập thành 02 bản chính, mỗi bản gồm 07 tờ, 07 trang, lưu 01 bản tại Phòng Công chứng số 1, tỉnh Hải Dương.

## NOTARY'S AUTHENTICATION

Today, 30/5/2025 (The Thirtieth of May, Two thousand and Twenty five), in the Notary Public Office No.1, located at 93 Bach Dang, Tran Hung Dao ward, Hai Duong city, Hai Duong province,

I, *Phạm Thị Thu Hằng*, a Notary Public, within the scope of my liability as provided by the law,

### HEREBY NOTARIZE:

- This document was translated from Vietnamese into English by Ms. Nguyen Thi Thanh, a certified translator/interpreter of the Notary Public Office No.1, Hai Duong province;
- The signature appearing in this translation is the genuine signature of Ms. Nguyen Thi Thanh;
- The contents of the document translated are authentic, not law-violated, not contrary to social morals;
- This notarized document is made into 02 originals, 07 sheets, 07 pages each, 01 of which is kept at Notary Public Office No.1, Hai Duong province.

Số công chứng (Notarial No): *1819* Quyền số (Book No): 01/2025 TP/CC-SCC/BD

CÔNG CHỨNG VIÊN / NOTARY PUBLIC



*Phạm Thị Thu Hằng*



No.: 849/TTr-BKS

Hai Duong, 30<sup>th</sup> May 2025**LETTER OF SUBMISSION****BẢN DỊCH****Approval of criteria and list of an independent auditing unit  
to select for the audit of the 2025 financial statements****To: The 2025 Annual General Meeting of Shareholders**

Pursuant to the Enterprise Law No. 59/2020/QH14 dated 17<sup>th</sup> June 2020;

Pursuant to the Charter on Incorporation and Operation of Hai Duong Water Joint Stock Company approved on 25<sup>th</sup> June 2021;

Pursuant to the Internal Regulations on Corporate Governance issued under Decision No. 1065/QĐ-HĐQT dated 29<sup>th</sup> June 2021;

Pursuant to Decision No. 2730/QĐ-BTC dated 15<sup>th</sup> November 2024 of Ministry of Finance on approving auditing enterprises and practicing auditors to audit public interest enterprises in 2025;

The Board of Supervisors hereby submit to the General Meeting of Shareholders for approval the selection criteria and recommended list of auditing enterprises for the Company's financial statements in 2025 as follows:

**1. Criteria to select an auditing unit:**

- Being an independent auditing unit on the list of auditing enterprises for public interest entities in 2025 under Decision No. 2730/QĐ-BTC dated 15<sup>th</sup> November 2024 of Ministry of Finance and approved by the State Securities Commission;
- Possessing a team of highly qualified and experienced auditors, honest, objective, reputable, upholding professional ethics;
- Having no relationship in purchasing and selling shares, assets or pooling capital to joint ventures with Hai Duong Water Joint Stock Company;
- Satisfying the Company's requirements on the auditing scope, progress and quality;
- Offering reasonable auditing costs, consistent with the content, scope and progress of the audit set by the Company.



**2. List of proposed auditing units:**

1. Vietnam Auditing and Valuation Company Limited (VAE)
2. An Viet Auditing Company Limited (ANVIET)
3. UHY Auditing and Consulting Company Limited (UHY)

**BẢN DỊCH**

**3. Authorization the Board of Directors to select an auditing unit and to enter into a contract according to the provisions of the law**

The Board of Supervisors hereby submit to the General Meeting of Shareholders for approval and implementation.

**Copies to:**

- As specified above;
- Filing in Achieves.

**For THE BOARD OF SUPERVISORS  
HEAD OF THE BOARD**

**Tran Thi Thanh Ngan**  
(signed and sealed)



## CAM ĐOAN CỦA NGƯỜI DỊCH

Tôi, Nguyễn Thị Thanh, căn cước công dân số 030162013545 cấp ngày 22/9/2021 tại Cục Cảnh sát Quản lý hành chính về trật tự xã hội, cam đoan đã dịch chính xác văn bản đính kèm này từ tiếng Việt sang tiếng Anh.

Ngày / Date: 30/5/2025

Người dịch / Translator

*Nguyễn Thị Thanh*

## TRANSLATOR'S CONFIRMATION

I, Nguyen Thi Thanh, holder of Citizen ID No. 030162013545 issued on 22<sup>nd</sup> Sep. 2021 by the Police Dept. for Administrative Management of Social Order, hereby confirm that I have correctly translated the attached document from Vietnamese into English.

## LỜI CHỨNG CỦA CÔNG CHỨNG VIÊN

Hôm nay, ngày 30/5/2025 (ngày Ba mươi, tháng Năm, năm Hai nghìn không trăm Hai lăm), tại Phòng Công chứng số 1, địa chỉ tại 93 Bạch Đằng, phường Trần Hưng Đạo, thành phố Hải Dương, tỉnh Hải Dương,

Tôi, *Phạm Thị Thu Hằng*, Công chứng viên, trong phạm vi trách nhiệm của mình theo quy định của pháp luật,

### CHỨNG NHẬN:

- Bản dịch này là do Bà Nguyễn Thị Thanh, cộng tác viên phiên dịch của Phòng Công chứng số 1, tỉnh Hải Dương dịch từ tiếng Việt sang tiếng Anh;
- Chữ ký trong bản dịch đúng là chữ ký của Bà Nguyễn Thị Thanh;
- Nội dung bản dịch là chính xác, không vi phạm pháp luật, không trái đạo đức xã hội;
- Văn bản công chứng này được lập thành 02 bản chính, mỗi bản gồm 03 tờ, 03 trang, lưu 01 bản tại Phòng Công chứng số 1, tỉnh Hải Dương.

## NOTARY'S AUTHENTICATION

Today, 30/5/2025 (The Thirtieth of May, Two thousand and Twenty five), in the Notary Public Office No.1, located at 93 Bach Dang, Tran Hung Dao ward, Hai Duong city, Hai Duong province,

I, *Phạm Thị Thu Hằng*, a Notary Public, within the scope of my liability as provided by the law,

### HEREBY NOTARIZE:

- This document was translated from Vietnamese into English by Ms. Nguyen Thi Thanh, a certified translator/interpreter of the Notary Public Office No.1, Hai Duong province;
- The signature appearing in this translation is the genuine signature of Ms. Nguyen Thi Thanh;
- The contents of the document translated are authentic, not law-violated, not contrary to social morals;
- This notarized document is made into 02 originals, 03 sheets, 03 pages each, 01 of which is kept at Notary Public Office No.1, Hai Duong province.

Số công chứng (Notarial No): *1824* Quyền số (Book No): 01/2025 TP/CC-SCC/BD

CÔNG CHỨNG VIÊN / NOTARY PUBLIC



*Phạm Thị Thu Hằng*



*Hai Duong, 30<sup>th</sup> May 2025*

**REPORT OF THE BOARD OF SUPERVISORS ON THE PERFORMANCE  
OF THE BOARD OF DIRECTORS, OF THE GENERAL DIRECTOR;  
AND SELF-ASSESSMENT REPORT ON THE PERFORMANCE OF  
THE BOARD OF SUPERVISORS AND ITS MEMBERS**

**To: The 2025 Annual General Meeting of Shareholders**

Pursuant to the Enterprise Law No. 59/2020/QH14 passed on 17<sup>th</sup> June 2020 by the 14<sup>th</sup> National Assembly of the Socialist Republic of Vietnam;

Pursuant to the Charter on Incorporation and Operation of Hai Duong Water Joint Stock Company approved on 25<sup>th</sup> June 2021;

Pursuant to the Internal Regulations on Corporate Governance issued under Decision No. 1065/QĐ-HĐQT dated 29<sup>th</sup> June 2021;

Pursuant to the work plan of the Board of Supervisors (BoS) and its supervision results in 2024; The Board of Supervisors of Hai Duong Water Joint Stock Company hereby report on the Board's performance in 2024 as follows:

**I. THE OBJECTIVES OF SUPERVISION**

1. Supervision of compliance: To review and evaluate the activities of the Board of Directors and the Company's Management Board throughout the year which are related to the implementation of the financial plans and the annual operation plans approved by the Annual General Meeting of Shareholders.





2. Supervision of operation: To review and evaluate the Company's key processes, conducting direct inspections at the Company's branches to detect potential risks, thereby to propose appropriate solutions to the Board of Directors and the Company's Management Board.

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3. Supervision of Financial Statements: To check and monitor quarterly, semi-annual and annual financial statements so as to assess the reasonableness of financial figures; at the same time to closely coordinate with independent auditors in the mid-term and at the end of the term so as to review the impact of material accounting and auditing errors on financial statements, and to monitor the Board of Directors in implementing recommendations made by the Auditor.

## II. PERFORMANCE OF THE BOARD OF SUPERVISORS

### 1. Information on the members of the Board of Supervisors

| No | Member of BoS       | Position   | Starting date | Number of meetings attended | Meeting attendance rate | Reasons for absence |
|----|---------------------|------------|---------------|-----------------------------|-------------------------|---------------------|
| 1  | Tran Thi Thanh Ngan | Head       | 16/3/2017     | 4                           | 100%                    |                     |
| 2  | Nguyen Thi Thu Hang | Supervisor | 16/3/2017     | 4                           | 100%                    |                     |
| 3  | Tran Thi Hue        | Supervisor | 30/6/2022     | 4                           | 100%                    |                     |

### 2. Work deployment of the Company's Board of Supervisors

In 2024, basing on the assigned tasks, the members of the Supervisory Board have inspected and supervised the financial activities, management and operation of the Company through the following main activities:

- The BoS have hold regular meetings every quarter and regularly exchanged internal information to inspect and supervise the Company's operations according to its prescribed functions.

- The BoS have supervised the implementation of the Resolutions of the Shareholders' General Meeting, of the Board of Directors and the BoD's management and operation of production and business.

- The BoS have approved the business situation reports, monitored activities and given opinions on the Company's quarterly, semi-annual and annual financial statements.

- The BoS have monitored and inspected the implementation of production and business plans, basic construction investment; reviewed quarterly and annual indicators and target proportions through regular meetings of the Board of Supervisors.



- The Board of Supervisors have proposed the selection of an independent auditing company to audit the 2024 financial statements.

**BẢN DỊCH**

- The Board of Supervisors have fully attended the all the meetings of the Board of Directors, the Board of General Directors, the monthly meetings and all the meetings chaired by the Chairman of the Board of Directors and the General Director so as to promptly grasp the Company's production and business situation, and to contribute ideas in implementing the goals and plans approved by the General Meeting of Shareholders.

- The Board of Supervisors have coordinated with departments in inspection and supervision to improve the quality of governance, to limit and prevent risks.

### **3. Summary of meetings of Board of Supervisors in 2024**

In 2024, the Board of Supervisors have held 4 meetings, specifically as follows:

*The first meeting on 5<sup>th</sup> February 2024:* Approving the audit results of the 2024 Financial Statement; Implementing the Board's operation plan for the first 6 months of the year;

*The second meeting on 15<sup>th</sup> April 2024:* Reviewing the financial statement for the first quarter of 2024; Preparing the annual report to submit to the General Meeting of Shareholders and some other operational tasks;

*The third meeting on 26<sup>th</sup> July 2024:* Covering the following main contents:

- a. Approving the Financial Statement for the first 6 months of 2024
- b. Analyzing and evaluating financial indicators for the first 6 months of the year
- c. Deploying tasks for the last 6 months of the year

*The fourth meeting on 23<sup>rd</sup> December 2024:* Covering the following contents:

- a. Meeting to summarize the work of the Board of Supervisors in 2024 and set out the direction and tasks for 2025. Developing a report on the Board's performance in the last 6 months of 2024 and a summary report of the Board to submit to the General Meeting of Shareholders
- b. Deploying the plan to review the financial statement for 2024
- c. Contributing opinions on the Company's production and business plan for 2025

During the working process, the Board of Supervisors regularly exchanged work via email and phone calls so that activities are carried out promptly, continuously and effectively. Basing on the supervision results, the Board of Supervisors have found that the Company have strictly complied with the law, had no major shortcomings, and possible risk factors are predicted in advance to take preventive measures.



#### 4. Evaluation of each member's performance

##### 4.1. *Ms. Tran Thi Thanh Ngan*: Head of the Board of Supervisors

**BẢN DỊCH**

The Head of the BoS has properly exercised her rights and responsibilities under Section 3, Article 37, Clause 1, Article 38 of the Company Charter; convened and chaired meetings of the BoS; requested the Board of Directors, the General Director and other managers in the Company to provide relevant information required for the jobs of the BoS; compiled and prepared reports of the BoS after consulting with the Board of Directors and submitted them to the General Meeting of Shareholders; compiled and prepared periodic and contingency supervision minutes of the BoS; directly been responsible for and resolved ad hoc requests in accordance with the provisions of the Company Charter and the current Enterprise Law.

She has regularly updated the legal regulations and regimes to check the compliance and the investment situation as well as the accounting books and documents.

Together with the members of the BoS, she has closely monitored the management and operation of production and business in 2024, closely followed the development orientation approved by the General Meeting of Shareholders.

##### 4.2. *Ms. Nguyen Thi Thu Hang* – A full-time supervisor

She has performed the tasks according to the provisions of the Company's Charter and the following specific tasks:

- Inspecting and supervising the personnel organization of the Company;
- Inspecting and supervising the management and use of fixed assets and the implementation of investment projects;
- Checking and controlling the organization of accounting, document circulation, legality and reasonableness of accounting documents, the implementation of State tax policies;
- Checking and controlling the management of cash, bank accounts, debts, goods, short-term assets;
- Checking and controlling the revenue, expenses, analyzing financial statements and business performance of the Company;
- Coordinating with independent auditing organizations to review the Company's financial statements, clarifying issues raised by the auditors (if any);
- Performing other tasks as required by the Head of the Board.

In the process of performing the tasks, she has closely followed the tasks assigned, been proactive at work, and closely coordinated with members of the BoS.



4.3. *Ms. Tran Thi Hue* - a full-time supervisor

**BẢN DỊCH**

She has performed tasks prescribed in the Company Charter and following specific tasks:

- Inspecting and controlling the implementation of production and business in line with the strategic orientation and plan approved by the Shareholders General Meeting establishing Hai Duong Water Joint Stock Company;
- Inspecting and controlling the implementation of labor contracts, of issues related to the rights and obligations of employees;
- Controlling the implementation of production processes, technology, regulations on labor safety, fire prevention and fighting;
- Reviewing the implementation of dividend distribution, checking the contract signing;
- Checking and controlling the Company's compliance with legal obligations, including: tax obligations, fees, social insurance, health insurance, unemployment insurance and other financial obligations;
- Coordinating with independent auditing organizations to review the Company's financial statements, clarifying issues raised by the auditors (if any);
- Performing other tasks as required by the Head of the BoS.

When performing the tasks, she has closely followed the assigned tasks, proactively coordinated closely with the members of the BoS.

Basing on the above performance results, the Board of Supervisors self-assessed as follows: The Board of Supervisors and its members have well completed their tasks in accordance with the provisions of the Enterprise Law, the Company's Charter of incorporation and operation, and the operating regulations for the Board of Supervisors; during the process of supervision, the BoS have well coordinated with the Board of Directors, the General Director in all the aspects of the Company's operations.

### **III. RESULTS OF SUPERVISING PRODUCTION AND BUSINESS ACTIVITIES**

#### **1. Results of monitoring the implementation of the Resolution of the 2024 Shareholders General Meeting**

##### **1.1. Implementing the 2024 production and business indicators**

The Board of Supervisors have performed its responsibilities and power, unanimously assessed the implementation results of the Resolution of the 2024 Shareholders General Meeting of Hai Duong Water Joint Stock Company as follows:



| No | Indicator                     | Unit               | Planned | Implemented | Completion rate       |
|----|-------------------------------|--------------------|---------|-------------|-----------------------|
| 1  | Commercial tap water output   | Mil m <sup>3</sup> | 61.7    | 63.147      | 102%                  |
| 2  | Average loss rate             | %                  | 11      | 13.8        |                       |
| 3  | Total revenue                 | Mil VND            | 546,100 | 573,530     | 105%                  |
| 4  | Total laborers                | Person             | 940     | 926         | Decease by 14 persons |
| 5  | Average income/person/month   | 1,000 đ            | 8,810   | 9,153       | 104%                  |
| 6  | Payment to State Budget       | Mil VND            | 77,068  | 77,691      | 101%                  |
| 7  | After-tax profit              | Mil VND            | 45,000  | 46,044      | 103%                  |
| 8  | Expected dividend payout rate | %                  | 7,9     | 8           | 101%                  |

1.2. Implementing the salary plan for the Board of Directors, Board of Supervisors, Executive Board, and employees in 2024

| No | Indicator                      | Unit                     | Planned | Implemented | Completion rate |
|----|--------------------------------|--------------------------|---------|-------------|-----------------|
| 1  | Chairman of Board of Directors | Mil VND/<br>person/month | 32      | 33.280      | 104%            |
| 2  | Vice Chairman of BoD           | Ditto                    | 28.5    | 29.640      | 104%            |
| 3  | Member of BoD (Part time)      | Ditto                    | 6       | 6.240       | 104%            |
| 4  | Head of Board of Supervisors   | Ditto                    | 24.5    | 25.480      | 104%            |
| 5  | Full time member of BoS        | Ditto                    | 16      | 16.640      | 104%            |
| 6  | Part time member of BoS        | Ditto                    |         |             |                 |
| 7  | General Director               | Ditto                    | 30      | 31.200      | 104%            |
| 8  | Vice General Director          | Ditto                    | 27.5    | 28.600      | 104%            |
| 9  | Chief Accountant               | Ditto                    | 24.5    | 25.480      | 104%            |
| 10 | Laborer                        | Ditto                    | 8.810   | 9.153       | 104%            |

- Actual salary funds paid to the Board of Directors, Board of Supervisors is: VND 1,535,040,000

- Actual salary funds paid to the General Director, Deputy General Directors, Chief Accountant is: VND 1,335,360,000

- Actual salary funds paid to all the employees: VND 101,708,136,000

1.3. Provision of funds according to the Resolution of the 2024 General Meeting of Shareholders as below:

- Bonus and welfare fund: VND 2,484,474,070

- Development investment fund: VND 3,119,851,889



1.4. The Company has paid cash dividends in accordance with the Resolution of the 2024 Shareholders' Annual General Meeting No. 1956/NQ-DHDCD dated 28<sup>th</sup> June 2024. Dividend rate: 7.9193%/share (01 share receives 791.93 VND). Total payment amount is VND 25,248,931,882.

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Dividend payment date: 30<sup>th</sup> September 2024

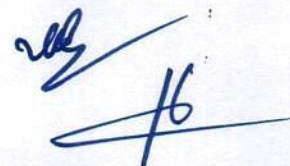
Shareholders who have not yet deposited to receive dividends in cash or by bank transfer are required to register according to the Company's prescribed form.

During the dividend payment process, the Board of Supervisors have coordinated with the Company to support the shareholders, to answer all questions related to the rights and obligations of shareholders.

## **2. Financial supervision results**

The Board of Supervisors have reviewed the 2024 financial statements including: Balance sheet, business performance statement, cash flow statement and explanatory notes to the 2024 financial statements of the Company audited by Vietnam Auditing and Valuation Company (VAE.LTD), and the BoS have reviewed the accounting records up to 31<sup>st</sup> December 2024. After reviewing and checking, the Board of Supervisors had the following comments:

- The Company has prepared and presented the 2024 financial statements on the basis of compliance with accounting standards and the Vietnamese enterprise accounting regime issued under Circular No. 200/2014/TT-BTC dated 22<sup>nd</sup> December 2014, the Company has followed the accounting regime of Ministry of Finance and Circular No. 53/2016/TT-BTC dated 21<sup>st</sup> March 2016 amending and supplementing a number of articles in Circular No. 200/2014/TT-BTC.
- The Company has well organized the financial accounting, performed cost accounting, selected and applied appropriate and consistent accounting policies, in accordance with the characteristics of the Company's production, business and management model.
- Regarding the 2024 Financial Statement, the Board of Supervisors have the following comments:
  - + The Board of Supervisors totally agree with the 2024 Financial Statements audited by Vietnam Auditing and Valuation Company (VAE.Ltd).





a. The Company's main financial indicators as of 31<sup>st</sup> December 2024

(Data extracted from the audited 2024 Financial Statements)

**BẢN DỊCH**

Unit: VN Dong

| No       | Indicator                       | 31 <sup>st</sup> Dec.2024 | 01 <sup>st</sup> Jan.2024 | Increased-<br>Decreased |
|----------|---------------------------------|---------------------------|---------------------------|-------------------------|
| <b>A</b> | <b>Current assets</b>           | <b>68,735,849,351</b>     | <b>70,209,983,614</b>     | <b>(1,474,134,263)</b>  |
| I        | Cash and equivalents            | 10,192,762,023            | 12,181,753,692            | (1,988,991,669)         |
| III      | Short term receivables          | 20,579,056,505            | 19,455,621,259            | 1,123,435,246           |
| IV       | Inventories                     | 35,974,456,785            | 37,492,013,499            | (1,517,556,714)         |
| V        | Other current assets            | 1,989,574,038             | 1,080,595,164             | 908,978,874             |
| <b>B</b> | <b>Long term assets</b>         | <b>841,691,377,272</b>    | <b>882,980,685,085</b>    | <b>(41,289,307,813)</b> |
| II       | Fixed assets                    | 794,741,845,684           | 833,240,719,001           | (38,498,873,317)        |
| IV       | Long term unfinished assets     | 11,616,986,977            | 3,838,390,878             | 7,778,596,099           |
| VI       | Other long term assets          | 35,332,544,611            | 45,901,575,206            | (10,569,030,595)        |
|          | <b>Total assets</b>             | <b>910,427,226,623</b>    | <b>953,190,668,699</b>    | <b>(42,763,442,076)</b> |
| <b>C</b> | <b>Liabilities payable</b>      | <b>452,242,379,973</b>    | <b>513,316,644,338</b>    | <b>(61,074,264,365)</b> |
| I        | Current liabilities             | 110,904,732,929           | 132,168,216,259           | (21,263,483,330)        |
| II       | Long term liabilities           | 341,337,647,044           | 381,148,428,079           | (39,810,781,035)        |
| <b>D</b> | <b>Owner's equity</b>           | <b>458,184,846,650</b>    | <b>439,874,024,361</b>    | <b>18,310,822,289</b>   |
| I        | Owner's equity                  | 458,184,846,650           | 439,874,024,361           | 18,310,822,289          |
| 1        | Owner's polled capital          | 318,824,708,995           | 318,824,708,995           |                         |
| 2        | Other owner's equity            | 82,922,526,064            | 82,922,526,064            |                         |
| 3        | Investment and development fund | 10,393,383,350            | 7,273,531,461             | 3,119,851,889           |
| 4        | Undistributed profit after tax  | 46,044,228,241            | 30,853,257,841            | 15,190,970,400          |
|          | <b>Total capital sources</b>    | <b>910,427,226,623</b>    | <b>953,190,668,699</b>    | <b>(42,763,442,076)</b> |

b. Company's financial health assessment index

| No                           | Indicator                           | 31 <sup>st</sup><br>Dec.2024 | 01 <sup>st</sup><br>Jan.2024 | Balance |
|------------------------------|-------------------------------------|------------------------------|------------------------------|---------|
| <b>I. Asset structure</b>    |                                     |                              |                              |         |
| 1                            | Long term asset/Total asset         | 0.92                         | 0.93                         | -0.01   |
| 2                            | Short term asset/Total asset        | 0.08                         | 0.07                         | 0.01    |
| <b>II. Capital structure</b> |                                     |                              |                              |         |
| 1                            | Debt payable/Owner's equity         | 0.99                         | 1.17                         | -0.18   |
| 2                            | Debt payable/Total capital source   | 0.50                         | 0.54                         | -0.04   |
| 3                            | Owner's equity/Total capital source | 0.50                         | 0.46                         | +0.04   |

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| III. Payment capacity |   |          |          |        |
|-----------------------|---|----------|----------|--------|
| 1                     | Overall solvency (Total asset/Total debt payable)   | 2.01     | 1.86     | +0.15  |
| 2                     | Current payment capacity (Short term asset/Short term debt)                                   | 0.62     | 0.53     | +0.09  |
| 3                     | Fast payment ability (Short term asset-Payment term/Short term debt)                          | 0.30     | 0.25     | +0.05  |
| 4                     | Long term debt payment capacity (Remaining value of fixed assets/Long term debt)              | 2.33     | 2.19     | +0.14  |
| 5                     | Interest payment capacity (Profit before tax and interest/Interest)                           | 4.88     | 4.15     | +0.73  |
| IV. Effectiveness     |   |          |          |        |
| 1                     | Return on total asset - ROA (Net profit/Total asset)  | 5.06%    | 4.68%    | -0.38  |
| 2                     | Return rate on equity - ROE (Net profit /Owner's equity)                                      | 10.05%   | 10.13%   | -0.08  |
| 3                     | Net revenue return - ROS (Net profit /Net revenue)  | 8.09%    | 8.20%    | -0.11  |
| 4                     | EPS – Earnings per share (Net profit/Total share)   | 1.444.19 | 1.397.93 | +46.26 |
| 5                     | BV – Book value (Total asset – Fixed intangible asset – Total debt)/ Total outstanding shares | 14.368   | 13.790   | +578   |

Comments: According to the data in the 2024 Financial Statement and the calculation table of the Company's financial health indicators, we have some comments as follows:

- Regarding asset structure: There is no change in asset structure, but considering each specific financial indicator, there are many changes that affect the company's production and business operation:

+ Short-term assets decreased (-1,474,134,263 VND), mainly due to a decrease in cash balance (-1,988,991,669 VND) and a decrease in inventory (-1,517,556,714 VND), however, receivables from customers increased by + 1,123,435,246 VND.

The Company has been very active in reviewing and utilizing available inventory in the warehouse, thereby saving money more effectively. However, the increase in receivables from customers shows that debt collection is still not really effective.



+ Long-term assets decreased (-41,289,307,813 VND), of which fixed assets decreased (-38,498,873,317 VND), other long-term assets decreased (-10,569,030,595 VND), however, fixed assets in progress increased by 7,778,596,099 VND. Asset items have been invested to ensure water supply for the whole province.

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- Regarding capital structure: The structure of Liabilities/Equity decreased by -0.18 and Liabilities/Total Capital decreased by 0.04 due to the decrease in Liabilities in 2024 (-61,052,829,103 VND) compared to 2023, and the structure of Owner's Equity/Total Capital increased by +0.04. The company have made great efforts to balance debt repayment sources and create cash flow to maintain production and business operation.

- Regarding the payment ratio in 2024 compared to 2023, the Company's payment ability is very good: the general payment ratio increased by 0.15; the current payment ratio increased by 0.09, the quick payment ratio increased by 0.05, the long-term debt payment ratio increased by 0.14 and the interest payment ratio increased by 0.73 because in 2024 the Company actively arranged cash flow to pay debts, pre-tax profit in 2024 increased compared to 2023.

- Regarding the coefficient of assessing production and business efficiency:

+ The ROA index decreased (-0.38) due to the decrease in the proportion of assets being greater than the increase in the proportion of profits, ROE decreased (-0.08) due to the increase in the proportion of profits being lower than the increase in the proportion of equity, ROS decreased (-0.11) due to the increase in the proportion of profits being lower than the increase in the proportion of revenue

+ EPS index increased by 46.26 due to the increase in after-tax profit in 2024 compared to 2023.

+ BV index increased by +578 compared to 2023, showing that the Company's production and business efficiency is still guaranteed and developed.

### c. Current situation of public debts

\* Receivables:

| Indicator                          | 01 <sup>st</sup> Jan.2024 | 31 <sup>st</sup> Dec.2024 | Balance              |
|------------------------------------|---------------------------|---------------------------|----------------------|
| Accounts receivable from customers | 15,008,787,963            | 16,281,850,329            | 1,273,062,366        |
| Accounts receivable                | 1,838,624,852             | 1,733,869,651             | (104,755,201)        |
| Other receivables                  | 2,608,208,444             | 2,563,336,525             | (44,871,919)         |
| <b>Total</b>                       | <b>19,455,621,259</b>     | <b>20,579,056,505</b>     | <b>1,123,435,246</b> |



Comments:

**BẢN DỊCH**

- Term ending receivables increased by VND 1,123,435,246, mainly due to an increase of VND 1,273,062,366 in receivables from customers. The Company should further strengthen debt collection, adjust payment regulations for big customers to minimize public debt receivable, and increase cash flow for the Company.

\* Payables

|           | Indicator                             | 31 <sup>st</sup> Dec.2024 | 01 <sup>st</sup> Jan.2024 | Balance                 |
|-----------|---------------------------------------|---------------------------|---------------------------|-------------------------|
| <b>I</b>  | <b>Current liabilities</b>            | <b>110,904,732,929</b>    | <b>132,168,216,259</b>    | <b>(21,263,483,330)</b> |
| 1         | Short term trade payables             | 56,115,265,035            | 70,104,347,390            | (13,989,082,355)        |
| 2         | Short term advance payment from buyer | 1,348,512,412             | 1,900,144,688             | (551,632,276)           |
| 3         | Tax & State payables                  | 10,964,933,592            | 6,801,944,124             | 4,162,989,468           |
| 4         | Payables to laborers                  | 8,879,440,147             | 6,273,037,456             | 2,606,402,691           |
| 5         | Short term payable expenses           | 154,241,320               | 176,275,799               | (22,034,479)            |
| 6         | Other short term payables             | 16,296,890,827            | 13,388,022,541            | 2,908,868,286           |
| 7         | Short term loans and financial leases | 8,863,582,450             | 24,949,733,219            | (16,086,150,769)        |
| 8         | Rewards and welfare fund              | 8,281,867,146             | 8,574,711,042             | (292,843,896)           |
| <b>II</b> | <b>Long term liabilities</b>          | <b>341,337,647,044</b>    | <b>381,148,428,079</b>    | <b>(39,810,781,035)</b> |
| 1         | Other long term payables              | 112,490,020,313           | 126,894,020,313           | (14,404,000,000)        |
| 2         | Long term loans and financial leases  | 228,847,626,731           | 254,254,407,766           | (25,406,781,035)        |
|           | <b>TOTAL LIABILITIES PAYABLE</b>      | <b>452,242,379,973</b>    | <b>513,316,644,338</b>    | <b>(61,074,264,365)</b> |

- Term ending payables decreased by VND 61,074,264,365, due to a decrease in short term debt of VND 21,263,483,330 and a decrease in long term debt of VND 39,810,781,035. The Company has made great efforts to balance its debt repayment sources. Short term debt has decreased significantly, improving net working capital.

In 2023: Net working capital - VND 61,958,232,645.

In 2024: Net working capital - VND 42,168,883,578.

However, negative net working capital still affects the Company's cash flow, causing the Company to roll over short term debt and making it difficult to quickly pay off short term debts.

Therefore, it is recommended that the Company re-balance its capital sources and quickly re-establish financial balance.

#### d. Construction investment

- Projects transferred from 2023: 51 projects



- New construction projects in 2024: 47 projects

In 2024, the value of completed construction investment decreased by VND 2,022,052,547 compared to 2023 (In 2023: VND 73,309,066,862, In 2024: VND 71,287,014,315);

In 2024, the value of unfinished construction investment at the end of the term increased by VND 11,616,986,977 compared to 2023 (In 2023: VND 3,838,390,878, In 2024: VND 11,616,986,977). The company has accelerated the implementation of projects transferred from 2023 and new projects in 2024, increasing the total assets to a value of VND 68,160,822,853.

The investment projects in 2024 are all important and essential ones serving the production and business activities of the Company. After completion and put into operation, they have promoted economic and social value, ensuring the goal of providing adequate safe water for people's daily life and clean water for production for institutions and businesses.

#### e. Tangible fixed assets

\* Original price:

- Opening balance: 1.999.314.169.458 đ

- Increase during the term: VND 72,260,474.008, in which:

+ Increase due to new purchases of fixed assets: VND 4,099,651,155

+ Increase due to completed construction investment: VND 68,160,822,853

- Decrease during the term: VND 3,426,216,671, in which:

+ Liquidation, sales: VND 629,470,197

+ Demolition of houses and structure: VND 1,781,029,739

+ According to settlement, inspection: VND 1,015,716,735

- Closing balance: VND 2,068,148,426,795

In which fully depreciated but still in use: VND 420,835,537,703

\* Accumulated depreciation value

- Opening balance: VND 1,166,273,523,786

- Increase during the year: VND 109,057,997,761

- Decrease due to liquidation, demolition of houses& structure: VND 1,838,607,103

- Closing balance: VND 1.273.492.914.444

\* Remaining value

- Beginning residual value: VND 833,040,645,672

- Closing residual value: VND 794,655,512,351



**f. Assessment of the transaction between the Company and related parties**

The related parties conducting the transaction with the Company is Ms. Pham Thi Man - Chairwoman of the Board of Directors of Phuc Hung Hai Duong Water Supply Company, an authorized representative of Phuc Hung Water Supply Company, an organization that owns 12% of shares. Ms. Pham Thi Man is currently a member of the Board of Directors of Hai Duong Water Joint Stock Company.

The contract between Hai Duong Water Joint Stock Company and Phuc Hung Water Supply Company for the purchase and sales of water through a master meter was approved by the 2018 General Meeting of Shareholders.

Transactions arising in 2024 are as follows:

Purchases: VND 14,108,774,400, an increase of VND 842,742,000 compared to 2023

Payables to suppliers: VND 1,277,775,880, a decrease of VND 721,533,960 compared to 2023.

**3. Supervision of the implementation of the Rules and Regulations and securing the rights and benefits for employees.**

The Company has built a system of internal management regulations: Organization and management regulations, Personnel organization regulations, Salary and other expenses regulations, Emulation and reward regulations, Collective labor agreements, Labor regulations... Last year, the Company has strictly complied with the regulations in the Internal Management Regulations and other regulations of the law.

The Company's employee benefits are implemented in accordance with the Labor Law; monthly salary payments are made on time as prescribed, emulation and reward policies as well as welfare benefits are fully implemented, employee income is guaranteed to be stable and higher than planned.

**IV. SUPERVISION OF BOARD OF SUPERVISORS TOWARDS THE BOARD OF DIRECTORS, BOARD OF GENERAL DIRECTORS AND THE SHAREHOLDERS****1. Regarding the Board of Directors**

The Board of Directors have seriously implemented the contents approved by the General Meeting of Shareholders held on 28<sup>th</sup> June 2024. The Board of Directors have held 10 meetings, issued 10 resolutions and decisions, and approval documents.

The meetings and activities of the Board of Directors were organized and conducted in accordance with the Company's Charter of Incorporation and Operation and the current laws, with high consensus among the members.



## **2. Regarding the Board of General Directors**

The Board of General Directors have implemented the Resolutions of the Board of Directors, complied with the provisions of the law, directed specifically and promptly, evaluated and controlled the implementation in all departments and branches. The Board of General Directors have also proactively planned the management, operation, use of capital, assets and labor; assigned tasks within the Board of General Directors to run production and business; to fully perform the Company's obligations to the State and the benefits for employees.

## **3. Regarding the investors and shareholders**

Between the two annual general meetings of shareholders in 2023-2024, the Board of Supervisors did not receive any requests or complaints from shareholders or major shareholders in accordance with the provisions of law and the Company's charter.

## **4. Coordination of activities between the Board of Supervisors and the Board of Directors, the General Director and other executives of the Company and its affiliated branches**

The Board of Supervisors have always closely coordinated with the Board of Directors, the Board of General Directors and other executives in implementing the Board's business. Ready to receive information for inspection and review when requested by the Board of Directors, the Board of General Directors and shareholders.

- The Board of Directors and the General Director have provided full information on all the resolutions and decisions to the Board of Supervisors, ~~creating~~ favorable conditions for the Board of Supervisors to collect information and documents related to the Company's production and business activities, helping the Board of Supervisors to successfully complete their tasks assigned.

## **V. OPERATIONAL DIRECTIONS OF THE BOARD OF SUPERVISORS IN 2025**

- To participate in developing the Company's production and business plan for 2025;
- To review the quarterly, semi-annual and annual financial reports for 2025;
- To participate in preparing for the 2025 Annual General Meeting of Shareholders;
- To check and supervise the procedures for organizing the Annual General Meeting of Shareholders to ensure compliance with legal regulations and the Company's Charter;
- To prepare semi-annual and annual management reports and annual statements for submission to the General Meeting of Shareholders;
- To re-evaluate the shareholder structure at the time of finalizing the list of attendees to the General Meeting of Shareholders;



- To propose the selection of an independent auditor for the 2025 financial statement;
- To monitor the implementation of the Resolution of the General Meeting of Shareholders on 2024 dividend payment and the implementation of the 2025 production and business plan;
- To carry out other supervision and review programs.

**BẢN DỊCH**

Above is the report of the Board of Supervisors of Hai Duong Water Joint Stock Company on the Company's production and business operation, on the performance of the Board of Directors and of the General Director; and this also serves as the self-assessment report on the performance of the Board of Supervisors and its members in the year of 2024.

The attendees of the 2025 Annual General Meeting of Shareholders are kindly requested to take this Report into consideration and approval./.

***Copies to:***

- General Meeting Organizing Board;
- Board of Directors, Board of General Directors;
- Board of Supervisors;
- Filing in Archives.

**For THE BOARD OF SUPERVISORS  
HEAD OF THE BOARD**

**Tran Thi Thanh Ngan**  
(signed and sealed)





## CAM ĐOAN CỦA NGƯỜI DỊCH

Tôi, Nguyễn Thị Thanh, căn cước công dân số 030162013545 cấp ngày 22/9/2021 tại Cục Cảnh sát Quản lý hành chính về trật tự xã hội, cam đoan đã dịch chính xác văn bản đính kèm này từ tiếng Việt sang tiếng Anh.

Ngày / Date: 30/5/2025

Người dịch / Translator

## TRANSLATOR'S CONFIRMATION

I, Nguyen Thi Thanh, holder of Citizen ID No. 030162013545 issued on 22<sup>nd</sup> Sep. 2021 by the Police Dept. for Administrative Management of Social Order, hereby confirm that I have correctly translated the attached document from Vietnamese into English.

*Nguyễn Thị Thanh*

## LỜI CHỨNG CỦA CÔNG CHỨNG VIÊN

Hôm nay, ngày 30/5/2025 (ngày Ba mươi, tháng Năm, năm Hai nghìn không trăm Hai lăm), tại Phòng Công chứng số 1, địa chỉ tại 93 Bạch Đằng, phường Trần Hưng Đạo, thành phố Hải Dương, tỉnh Hải Dương, Tôi, *Phạm Thị Thu Hằng* Công chứng viên, trong phạm vi trách nhiệm của mình theo quy định của pháp luật,

### CHỨNG NHẬN:

- Bản dịch này là do Bà Nguyễn Thị Thanh, cộng tác viên phiên dịch của Phòng Công chứng số 1, tỉnh Hải Dương dịch từ tiếng Việt sang tiếng Anh;
- Chữ ký trong bản dịch đúng là chữ ký của Bà Nguyễn Thị Thanh;
- Nội dung bản dịch là chính xác, không vi phạm pháp luật, không trái đạo đức xã hội;
- Văn bản công chứng này được lập thành 02 bản chính, mỗi bản gồm 16 tờ, 16 trang, lưu 01 bản tại Phòng Công chứng số 1, tỉnh Hải Dương.

## NOTARY'S AUTHENTICATION

Today, 30/5/2025 (The Thirtieth of May, Two thousand and Twenty five), in the Notary Public Office No.1, located at 93 Bach Dang, Tran Hung Dao ward, Hai Duong city, Hai Duong province,

I, *Phạm Thị Thu Hằng*, a Notary Public, within the scope of my liability as provided by the law,

### HEREBY NOTARIZE:

- This document was translated from Vietnamese into English by Ms. Nguyen Thi Thanh, a certified translator/interpreter of the Notary Public Office No.1, Hai Duong province;
- The signature appearing in this translation is the genuine signature of Ms. Nguyen Thi Thanh;
- The contents of the document translated are authentic, not law-violated, not contrary to social morals;
- This notarized document is made into 02 originals, 16 sheets, 16 pages each, 01 of which is kept at Notary Public Office No.1, Hai Duong province.

Số công chứng (Notarial No): *1817* Quyển số (Book No): 01/2025 TP/CC-SCC/BD

CÔNG CHỨNG VIÊN / NOTARY PUBLIC



*Phạm Thị Thu Hằng*



No.: 844/TTr-HĐQt

Hai Duong, 30<sup>th</sup> May 2025**LETTER OF SUBMISSION****BANDICH**

**For approval of Business Performance, Financial Statements and Profit Distribution  
of the accounting period from 01<sup>st</sup> January 2024 to 31<sup>st</sup> December 2024**

**To: The 2025 Annual General Meeting of Shareholders**

Pursuant to the Charter on Incorporation and Operation of Hai Duong Water Joint Stock Company approved on 25th June 2021;

Basing on the Minutes and Resolution of the Annual General Meeting of Shareholders of Hai Duong Water Joint Stock Company dated 28<sup>th</sup> June 2024;

Based on the audited Financial Statements for the accounting period from 01<sup>st</sup> January 2024 to 31<sup>st</sup> December 2024;

The Board of Directors hereby submit to the General Meeting of Shareholders for approval the Main Indicators; Business Performance Results, Financial Statements and Profit Distribution for the accounting period from 01<sup>st</sup> January 2024 to 31<sup>st</sup> December 2024 of Hai Duong Water Joint Stock Company as follows:

**A. Business performance results in 2024:**

| No         | MAIN INDICATORS   | UNIT                   | PLANNED   | IMPLEMENTED |
|------------|---|------------------------|-----------|-------------|
| <b>I</b>   | <b>MAIN PRODUCTS</b>                                      |                        |           |             |
| 1          | - Treated water production output                         | Million m <sup>3</sup> | 72.376    | 73.269      |
| 2          | - Treated water revenue                                   | Million m <sup>3</sup> | 61.7      | 63.1        |
| 3          | - Non-revenue and loss rate                               | %                      | 11        | 13.8        |
| 4          | - Customer development                                    | Household              | 5,000     | 4,545       |
| <b>II</b>  | <b>FINANCIAL INDICATORS</b>                               |                        |           |             |
| 1          | Equity (charter capital)                                  | Million Dong           | 318,824.7 | 318,824.7   |
| 2          | Total revenue   | Million Dong           | 546,100   | 573,530     |
|            | - Treated water   | Million Dong           | 529,300   | 548,937     |
|            | - Civil construction                                      | Million Dong           | 7,500     | 10,058      |
|            | - Drinking water production and other business activities | Million Dong           | 9,300     | 14,535      |
| 3          | Total expenses  | Million Dong           | 488,900   | 515,245     |
| 4          | Pre-tax profit  | Million Dong           | 57,200    | 58,285      |
| 5          | After tax profit  | Million Dong           | 45,000    | 46,044      |
| <b>III</b> | <b>OTHER INDICATORS</b>                                   |                        |           |             |
| 1          | Payment to Budget   | Million Dong           | 77,068    | 77,691      |
|            | - Tax, fee, charges                                       | Million Dong           | 60,657    | 61,280      |



|   |                               |              |        |         |
|---|-------------------------------|--------------|--------|---------|
|   | - Dividend paid to the State  | Million Dong | 16,411 | 16,411  |
| 2 | Pre-tax profit margin/revenue | %            | 10.47  | 10.16   |
| 3 | Pre-tax profit margin/Equity  | %            | 17.94  | 18.28   |
| 4 | Total employee salary fund    | Million Dong | 99.377 | 101,708 |
| 5 | Total employees               | Person       | 940    | 926     |
| 6 | Average monthly salary/person | Million Dong | 8.81   | 9.153   |

**B. Financial Statements of the accounting period from 01<sup>st</sup> January 2024 to 31<sup>st</sup> December 2024**

*Main indicators include:*

| NO        | INDICATOR                    | UNIT           | IMPLEMENTATION         |
|-----------|------------------------------|----------------|------------------------|
| <b>I</b>  | <b>Total assets</b>          | <b>VN Dong</b> | <b>910,427,226,623</b> |
| 1         | Short term assets            | VN dong        | 68,735,849,351         |
| 2         | Long term assets             | VN dong        | 841,691,377,272        |
| <b>II</b> | <b>Total capital sources</b> | <b>VN Dong</b> | <b>910,427,226,623</b> |
| 1         | Debt payable                 | VN dong        | 452,242,379,973        |
| 2         | Owner's equity               | VN dong        | 458,184,846,650        |

(For details please see the Annual Financial Report for the accounting period from 1<sup>st</sup> January 2024 to 31<sup>st</sup> December 2024 which have been announced on the website: [hdwaco.com.vn](http://hdwaco.com.vn))

**C. Profit distribution for the accounting period:**

| No  | MAIN INDICATORS                             | UNIT    | PLANNED                  | IMPLEMENTED              |
|-----|---|---------|--------------------------|--------------------------|
| 1   | After tax profit of 2024                    | VN Dong | 45,000,000,000           | 46,044,228,241           |
| 2   | Profit to pay dividend                      | VN Dong | 25,187,000,000<br>(7,9%) | 25,824,800,700<br>(8,1%) |
| 3   | For Development investment fund             | VN Dong | 13,500,000,000           | 13,199,685,141           |
| 4   | For Rewards, welfare fund                   | VN Dong | 6,313,000,000            | 7,019,742,400            |
| 4.1 | For Executive Board's Rewards, welfare fund | VN Dong | 339,000,000              | 239,200,000              |
| 4.2 | For Employees' Rewards, welfare fund        | VN Dong | 5,974,000,000            | 6,780,542,400            |

**D. Authorization to the Board of Directors for consideration and decisions:**

The time to pay dividend and the way to perform the procedures of dividend distribution to shareholders will be implemented in accordance with the provisions of the law and the Company's Charter.

The Board of Directors hereby submit this to the General Meeting of Shareholders for consideration and approval. /.

**Copies to:**

- As specified above;
- Filing in: Achieves;
- Meeting Documents;

For **THE BOARD OF DIRECTORS**  
**VICE CHAIRMAN**

**Nguyen Van Phung**

(signed and sealed)



## CAM ĐOAN CỦA NGƯỜI DỊCH

Tôi, Nguyễn Thị Thanh, căn cước công dân số 030162013545 cấp ngày 22/9/2021 tại Cục Cảnh sát Quản lý hành chính về trật tự xã hội, cam đoan đã dịch chính xác văn bản đính kèm này từ tiếng Việt sang tiếng Anh.

Ngày / Date: 30/5/2025

Người dịch / Translator

*Nguyễn Thị Thanh*

## TRANSLATOR'S CONFIRMATION

I, Nguyen Thi Thanh, holder of Citizen ID No. 030162013545 issued on 22<sup>nd</sup> Sep. 2021 by the Police Dept. for Administrative Management of Social Order, hereby confirm that I have correctly translated the attached document from Vietnamese into English.

## LỜI CHỨNG CỦA CÔNG CHỨNG VIÊN

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### CHỨNG NHẬN:

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Số công chứng (Notarial No): 1822 Quyền số (Book No): 01/2025 TP/CC SCC/BD

CÔNG CHỨNG VIÊN / NOTARY PUBLIC



*Phạm Thị Thu Hằng*  
CÔNG CHỨNG VIÊN



Hai Duong, 30<sup>th</sup> May 2025**LETTER OF SUBMISSION****BẢN DỊCH****For approval of Production and Business Performance Plan  
and Profit Distribution Plan for 2025****To: The 2025 Annual General Meeting of Shareholders**

Pursuant to the Charter on Incorporation and Operation of Hai Duong Water Joint Stock Company approved on 25<sup>th</sup> June 2021;

Based on the production and business performance results in 2024 and the actual production situation in the affiliated branches of the Company;

The Board of Directors of Hai Duong Water Joint Stock Company hereby submit to the General Meeting of Shareholders for approval of the Company's production and business performance plan and profit distribution plan for 2025 as follows:

**A. Production and business performance plan for 2025:**

| No         | MAIN INDICATORS  | UNIT                   | PLAN       |
|------------|--|------------------------|------------|
| <b>I</b>   | <b>MAIN PRODUCTS</b>   |                        |            |
| 1          | - Treated water production   | Million m <sup>3</sup> | 75.17      |
| 2          | - Treated water revenue output   | Million m <sup>3</sup> | 64.8       |
| 3          | - Non-revenued and loss rate   | %                      | 13.8       |
| 4          | - Customer development   | Household              | 4,000      |
| <b>II</b>  | <b>FINANCIAL INDICATORS</b>  |                        |            |
| 1          | Equity (charter capital)   | Million Dong           | 318,824.70 |
| 2          | Total revenue  | Million Dong           | 619,400    |
|            | - Treated water  | Million Dong           | 595,750    |
|            | - Civil construction   | Million Dong           | 9,000      |
|            | - Drinking water production and other business activities              | Million Dong           | 14,650     |
| 3          | Total expenses   | Million Dong           | 558,200    |
| 4          | Pre-tax profit   | Million Dong           | 61,200     |
| 5          | After tax profit   | Million Dong           | 48,300     |
| <b>III</b> | <b>OTHER INDICATORS</b>  |                        |            |
| 1          | Payment to Budget  | Million Dong           | 79,800     |
|            | - Tax, fee, charges  | Million Dong           | 63,014     |
|            | - Dividend paid to the State (Tentative)                               | Million Dong           | 16,786     |
| 2          | Pre-tax profit margin/revenue  | %                      | 9.88       |
| 3          | Pre-tax profit margin/Equity   | %                      | 19.20      |
| 4          | Total salary fund (for employees and 5 members of the Executive Board) | Million Dong           | 106,097    |
| 5          | Total employees  | Person                 | 945        |
| 6          | Average monthly salary/person  | Million Dong           | 9.356      |



**B. Profit Distribution Plan for 2025:****BẢN DỊCH**

| No  | MAIN INDICATORS                              | UNIT               | PLAN   |
|-----|--|--------------------|--------|
|     | <b>After tax profit in 2025</b>              | <b>Million VND</b> | 48.300 |
| 1   | Dividend payment in cash, tentative 8,2%     | %                  | 26.144 |
| 2   | For Development investment fund              | Million VND        | 14.171 |
| 3   | For Rewards, welfare fund, in which          | Million VND        | 7.985  |
| 3.1 | <i>Rewards, welfare fund for BoD and BoS</i> | Million VND        | 100    |
| 3.2 | <i>Rewards, welfare fund for Employees</i>   | Million VND        | 7.885  |

**C. Authorization to the Board of Directors for consideration and decisions:**

Basing on the production and business performance results, the after-tax profits earned in 2025, basing on the provisions of the law on labor, wages, and bonuses for companies with state-controlled shares:

- To make decisions on the actual wages of employees;
- To make decisions on the allocation of funds: Development investment fund; Rewards, welfare and other things according to regulations.

The Board of Directors hereby submit this to the 2025 General Meeting of Shareholders for consideration and approval. /.

**Copies to:**

- As specified above;
- Filing in: Achieves;
- Meeting Documents;

For **THE BOARD OF DIRECTORS**  
**VICE CHAIRMAN**

**Nguyen Van Phung**

*(signed and sealed)*





## CAM ĐOAN CỦA NGƯỜI DỊCH

Tôi, Nguyễn Thị Thanh, căn cước công dân số 030162013545 cấp ngày 22/9/2021 tại Cục Cảnh sát Quản lý hành chính về trật tự xã hội, cam đoan đã dịch chính xác văn bản đính kèm này từ tiếng Việt sang tiếng Anh.

Ngày / Date: 30/5/2025

Người dịch / Translator

*Nguyễn Thị Thanh*

## TRANSLATOR'S CONFIRMATION

I, Nguyen Thi Thanh, holder of Citizen ID No. 030162013545 issued on 22<sup>nd</sup> Sep. 2021 by the Police Dept. for Administrative Management of Social Order, hereby confirm that I have correctly translated the attached document from Vietnamese into English.

## LỜI CHỨNG CỦA CÔNG CHỨNG VIÊN

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### CHỨNG NHẬN:

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- Chữ ký trong bản dịch đúng là chữ ký của Bà Nguyễn Thị Thanh;
- Nội dung bản dịch là chính xác, không vi phạm pháp luật, không trái đạo đức xã hội;
- Văn bản công chứng này được lập thành 02 bản chính, mỗi bản gồm 03 tờ, 03 trang, lưu 01 bản tại Phòng Công chứng số 1, tỉnh Hải Dương.

## NOTARY'S AUTHENTICATION

Today, 30/5/2025 (The Thirtieth of May, Two thousand and Twenty five), in the Notary Public Office No.1, located at 93 Bach Dang, Tran Hung Dao ward, Hai Duong city, Hai Duong province, I, *Phạm Thị Thu Hằng*, a Notary Public, within the scope of my liability as provided by the law,

### HEREBY NOTARIZE:

- This document was translated from Vietnamese into English by Ms. Nguyen Thi Thanh, a certified translator/interpreter of the Notary Public Office No.1, Hai Duong province;
- The signature appearing in this translation is the genuine signature of Ms. Nguyen Thi Thanh;
- The contents of the document translated are authentic, not law-violated, not contrary to social morals;
- This notarized document is made into 02 originals, 03 sheets, 03 pages each, 01 of which is kept at Notary Public Office No.1, Hai Duong province.

PHÒNG CÔNG CHỨNG SỐ 1  
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Số công chứng (Notarial No): *1824* Quyển số (Book No): 01/2025 TP/CC-SCC/BD

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