

## REPORT

### Summary of Business Production Activities in 2024 and Directions, Business Production Tasks in 2025

#### Part 1

#### RESULTS OF BUSINESS PRODUCTION ACTIVITIES IN 2024

##### I) Characteristics of the Situation:

In 2024, the economy gradually stabilized after a difficult 2023, and business sectors began to recover, especially real estate investment and business. Seizing the opportunity, the Company's key focus in the past year was identified as:

- 1) Extending the investment period for the Hung Loc Petroleum project;
- 2) Completing licensing procedures, commencing construction of social housing apartment building 1 under the Hung Loc Petroleum project, and simultaneously completing procedures for sales and approving eligible buyers;
- 3) Focusing on efficient business operations at the Nghe An Petroleum Building;
- 4) Completing the issuance of property ownership certificates to households in the C1 Nghi Phu Petroleum apartment building;
- 5) Promoting investment in subsequent projects (the Company is in a joint venture with a partner to invest in the Tan Hop urban area project in Nghia Dan town, covering over 8 hectares, which has currently received in-principle agreement from the Nghia Dan District Party Committee and People's Committee).
- 6) Ensuring policies and gradually improving the living standards of the Company's employees.

During the implementation process, despite facing many difficulties such as cumbersome administrative procedures, not yet being permitted by the management agency to open sales of products, and not yet arranging capital for implementation. However, with the flexible management of the leadership and the solidarity and determination of all employees, the Company's business production activities in 2024 still achieved encouraging results, creating a premise for 2025.

##### II) Summary of Estimated Business Production Targets in 2024

No.	Indicator	Unit	2024 Plan	2024 Performance	Completion Rate (%)
A	B	C	1	2	3
I	Output	Billion VND	90.00	35.96	39.95
a	Rental services for electricity, water, parking, management reception	Billion VND	15.00	14.22	94.79

b	Sales of real estate products	Billion VND	75.00	21.74	28.98
<b>2</b>	<b>Revenue</b>		<b>45.00</b>	<b>23.32</b>	<b>51.82</b>
a	Rental services for electricity, water, parking, management reception	Billion VND	14.00	17.30	123.57
b	Sales of real estate products	Billion VND	31.00	19.42	50.00
<b>3</b>	<b>Profit after tax</b>	<b>Billion VND</b>	<b>5.00</b>	<b>-0.8</b>	
<b>4</b>	<b>Taxes and amounts payable to the budget (already paid during the year)</b>	<b>Billion VND</b>	<b>3</b>	<b>1.03</b>	<b>34.30</b>
<b>5</b>	<b>Dividend payout ratio</b>	<b>%</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>6</b>	<b>Average income/person/month</b>	<b>Million VND</b>	<b>4.2</b>	<b>4.7</b>	<b>111.9</b>

### III) Evaluation of Business Areas:

#### 1) Project Investment Work

Low-income housing and petroleum staff housing project - Hung Loc:

- In 2024, the Company completed the design adjustments for 02 social housing apartment buildings and commenced construction of Social Housing Building 1, which has now completed 4/5 floors of the rough construction.
- On May 29, 2025, the project was approved by the Nghe An Provincial People's Committee for adjustment of investment policy, allowing the extension of social housing investment until Q4/2026, and other items until Q2/2027.
- On June 12, 2025, the Nghe An Department of Construction issued a document allowing the sale and signing of contracts with customers for Social Housing Building 1.
- It is expected that in Q4/2025, the company will also start construction of Social Housing Building 2.
- Coordinating with customers in building adjacent houses according to the set schedule.

#### 3) Real Estate Business and Management of Completed Projects:

- In 2024, through many efforts, the Company maintained its existing tenants at the DKNA Building and signed new contracts with several units for office space.
- The operation and management of Nghe An Petroleum Building and C1 Nghi Phu Petroleum apartment building were carried out strictly and in accordance with regulations. In 2024, the Company also organized the second apartment building conference for Apartment Building No. 01 DKNP, but it was unsuccessful, and a report has been sent to the Nghi Phu Ward People's Committee.



- In 2024, the company basically completed the issuance of land use rights certificates and apartment ownership certificates at the Nghe An Petroleum Building apartment complex. As of now, 111 out of 126 households have received their certificates.
- Apartment Building No. 01 Nghi Phu Petroleum: 51 out of 54 households have received their certificates.

**4) Finance and Accounting:**

- Regarding financial obligations, the Company has completed its tax obligations to the state, so it no longer has to transfer money (monthly tax + late payment fees) to the tax department, reducing financial difficulties for the Company. Financial operations are carried out stably.

**5) Organization, Human Resources, and Employee Benefits:**

- Regarding organizational work: The Company always focuses on improving management capacity, operating business production activities, and innovating management and operational work towards streamlining. Currently, human resources meet the Company's business production requirements.
- As of now, the total number of employees of the Company is 34, including 20 males and 14 females. Professional qualifications: 16 people with university degrees and above account for 47%, 5 people with college degrees account for 14.7%, and 13 general laborers account for 38.2%.
- Regarding employee benefits: As of now, the Company has completed the payment of social insurance until February 2025.

**IV) Some Remaining Issues, Causes, and Lessons Learned:**

**1) Issues and Causes:**

- The office rental area at Tower A of the DKNA building has not shown much improvement and has not met expectations. The reason is prolonged economic recession affecting the business production activities of many units, low rental demand, and newly consolidated organization and marketing for new leases, so the promotion level has not spread widely, and rental fees and service fees are still higher than the general average in the city.

**2) Lessons Learned:**

- Processing purchase and transfer procedures with the motto of proactively reaching out to customers and quickly resolving related procedures to bring maximum customer satisfaction.
- It is necessary to maximize rental and service fees to avoid waste. This is an important source of income to maintain employee salaries, insurance payments, taxes, etc.
- It is necessary to propose a clear exploitation plan and set clear revenue targets from the exploitation of the remaining area at TNDKNA.

**Part 2**  
**BUSINESS PRODUCTION PLAN FOR 2025**  
**AND IMPLEMENTATION SOLUTIONS**

**I. Business Production Plan Targets for 2025:**

Based on the results of business production in 2024 and the actual situation, the Company develops the business production plan for 2025 with the following basic targets:

No.	Indicator	Unit	2024 Performance	2025 Estimated Plan
A	B	C	1	2
<b>1</b>	<b>Output</b>	<b>Billion VND</b>	<b>35.96</b>	<b>125.00</b>
a	Rental services, electricity, water, parking, management reception	Billion VND	14.22	15.00
b	Sales of real estate products	Billion VND	21.74	110.00
<b>2</b>	<b>Revenue</b>		<b>23.32</b>	<b>68.00</b>
a	Rental services, electricity, water, parking, management reception	Billion VND	17.30	18.00
b	Sales of real estate products	Billion VND	6.02	50.00
<b>3</b>	<b>Profit before tax</b>	<b>Billion VND</b>	<b>-0.8</b>	<b>10.00</b>
<b>4</b>	<b>Taxes and amounts payable to the budget (actual payments during the year)</b>	<b>Billion VND</b>	<b>1.03</b>	<b>6.00</b>
<b>5</b>	<b>Dividend payout ratio</b>	<b>%</b>	<b>0</b>	<b>0</b>
<b>6</b>	<b>Average income/person/month</b>	<b>Million VND</b>	<b>4.7</b>	<b>5.0</b>

**II) Implementation Solutions:**

In 2025, the Company believes that real estate products from new projects, the recovery of the real estate market, and close guidance from the Company's leadership are factors that will bring about significant changes in business production activities. To continue maintaining stability and developing the Company, the Company's employees need to significantly change their working style, seriously and strive to achieve clear improvements in work results. The Company will continue to improve management and operational work, implement good policies for employees, and build a development strategy suitable for the economic situation and the Company's development orientation for the period. Specific tasks and solutions are proposed as follows:



### **1) Project Investment and Exploitation:**

- Continue to maintain and strengthen investment management in projects, ensuring full implementation of procedures and regulations of the Company and current laws.
- Complete the issuance of house ownership certificates for C1 apartment units in the Nghi Phu Petroleum project.
- Low-income housing and petroleum staff housing project - Hung Loc:
  - + Focus all resources on constructing social housing building 01. Coordinate with the Nghe An Department of Construction to complete the approval of eligible buyers to sign apartment purchase and sale contracts.
  - + Commence construction of Social Housing Building 2 in Q4/2025.
- Exploitation of completed project functions:
  - + It is necessary to maximize office rental fees and service fees to avoid waste. This is the most important source of income to maintain employee salaries, pay insurance, taxes, and repay principal and interest to banks, etc. Focus on repairing and maintaining works to improve service quality, with a professional service team. Develop an exploitation plan including: pricing plans, attracting and seeking customers, maintaining good service to motivate existing tenants to renew contracts. Clear revenue targets from additional office rental activities need to be set, and a specialized department will be established to handle the exploitation.

### **3) Organization and Management:**

- Strengthen corporate governance and operations to achieve economic efficiency in each job, contract, and project; focus on inspection, control, economic accounting, financial management, and compliance with state financial management regulations.
- Continuously improve the Company's management methods towards streamlining and specialization to increase labor productivity and business production efficiency. Strengthen management and review the tasks of departments to assign and arrange specific personnel suitable for their abilities and expertise.

### **4) Production Management and Operation:**

- Timely grasp market fluctuations to adjust production in line with reality. Strengthen centralized and unified leadership, consolidate the operating and management apparatus, and decentralize responsibilities, autonomy, and accountability to departments/boards.
- Further strengthen the management and monitoring of project implementation and construction works, enhance technical management and quality supervision, and improve the Company's reputation and brand.
- Effectively organize production and resources for the implementation of the business production plan. Improve quality and efficiency from marketing and job searching, contract negotiation to economic plan development, work assignment contracts, management, construction organization, settlement, and capital recovery.

## 5) Finance and Accounting:

- Focus on recovering remaining debts from customers who have purchased apartments in the TNDKNA project and Nghi Phu project, in parallel with asset ownership certificate issuance.
- Develop and tightly control the Company's expense plan and its subsidiaries to improve the Company's capital utilization efficiency.
- Develop a realistic financial plan to anticipate difficulties and obstacles in arranging capital for stable business production.
- Promote management accounting to assist the Company's leadership in management and operation, providing timely information to focus on cost items that significantly affect production costs, thereby limiting risks, reducing costs, and orienting appropriate development strategies in each period.
- Regularly review, analyze, and accurately assess the actual situation of business production to provide a basis for flexible, effective, and timely financial handling.
- Capital arrangement for projects: Proactively work with credit institutions to arrange capital for projects to be implemented this year.

This is a summary report on the business production results in 2024, the directions and tasks for business production in 2025, and the implementation solutions of Nghe An Petroleum Investment and Trading Joint Stock Company. 2025 will continue to open up many opportunities and also many new challenges. The entire Company is determined to promote internal strength and strive to effectively implement the proposed solutions to overcome difficulties and successfully complete the business production plan for 2025.

Thank you very much!

### Recipients:

- Submitted to the General Meeting of Shareholders;
- Board of Directors, Supervisory Board (for report);
- Board of General Directors;
- Departments/Boards, Units (for implementation);
- Company files.



**GENERAL DIRECTOR**

**Tran Luong Son**