

SOCIALIST REPUBLIC OF VIETNAM

Independence - Freedom - Happiness

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Hai Phong, date month year 2025



CERTIFICATE

**ATTEND THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
HAI PHONG CEMENT TRADING SERVICES JOINT STOCK COMPANY**

Dear: ORGANIZING COMMITTEE OF THE COMPANY'S ANNUAL GENERAL
MEETING OF SHAREHOLDERS
HAI PHONG CEMENT TRADING SERVICES JOINT STOCK COMPANY

Shareholder name:.....Shareholder
code:.....
ID card/Business registration number:.....Issued
on.....At.....
Address:.....
Phone:.....Fax:.....Email:.....
Total number of shares
owned:.....
(in words:.....)

Confirmation of attendance at the 2025 Annual General Meeting of Shareholders of Hai Phong Cement Transport Service Trading Joint Stock Company held at 8:30 a.m. on Monday, April 28, 2025 at the Company's headquarters (No. 290 Hanoi Street, So Dau Ward, Hong Bang District, Hai Phong City).

SHAREHOLDERS
(Sign, seal and print full name)

Note: Shareholders are requested to confirm their attendance at the General Meeting, send the Fax and original copy no later than 11:00 a.m. on April 27, 2025 to the following address:

HAI PHONG CEMENT TRADING SERVICES JOINT STOCK COMPANY

Address: No. 290 Hanoi Street, So Dau Ward, Hong Bang District, Hai Phong City.

Phone: 02253.540445

Fax: 02253.540417

SOCIALIST REPUBLIC OF VIETNAM

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Hai Phong, date month year 2025



POWER OF ATTORNEY

**ATTEND THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
HAI PHONG CEMENT TRADING SERVICES JOINT STOCK COMPANY**

**Dear: ORGANIZING COMMITTEE OF THE COMPANY'S ANNUAL GENERAL
MEETING OF SHAREHOLDERS
HAI PHONG CEMENT TRADING SERVICES JOINT STOCK COMPANY**

Shareholder name:.....

ID card/Business registration number:.....Issued
on.....At.....

Address:.....

Total number of shares owned:.....(in words:.....)

I hereby authorize:

Grandparents):.....

ID card/Business registration number:.....Issued
on.....At.....

Address:.....

Number of authorized
shares:.....

Authorized to replace me/the Company to attend the Annual General Meeting of Shareholders of Hai Phong Cement Transport Service Trading Joint Stock Company held at 8:30 a.m. on Monday, April 28, 2025 and to exercise all rights and obligations at the General Meeting of Shareholders related to the authorized shares. This authorization is valid until the end of the Annual General Meeting of Shareholders of the Company.

We are fully responsible for this authorization and commit to strictly comply with current regulations of the Law.

AUTHORIZED PERSON
(Sign and print full name)

AUTHORIZED PERSON
(Signed in the attached List)

.....

.....

Note: Please send the Fax and original Power of Attorney no later than 11:00 a.m. on April 27, 2025 to the following address:

HAI PHONG CEMENT TRADING SERVICES JOINT STOCK COMPANY

Address: No. 290 Hanoi Street, So Dau Ward, Hong Bang District, Hai Phong City.

Phone: 02253.540445

Fax: 02253.540417

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POWER OF ATTORNEY

(By group)

**ATTEND THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
HAI PHONG CEMENT TRADING SERVICES JOINT STOCK COMPANY**

**Dear: ORGANIZING COMMITTEE OF THE COMPANY'S ANNUAL GENERAL
MEETING OF SHAREHOLDERS
HAI PHONG CEMENT TRADING SERVICES JOINT STOCK COMPANY**

Today, on/...../2025, at, we are
shareholders of Hai Phong Cement Transport Service Trading Joint Stock Company whose names
are on the List enclosed herewith, hereby agree to authorize:

Grandparents):

CCCD number: Date of issue: Place of issue:.....

Permanent address:.....

To represent us in attending the Annual General Meeting of Shareholders of Hai Phong
Cement Transport Service Trading Joint Stock Company held at 8:30 a.m. on Monday, April 28,
2025 and to have the right to exercise all rights and obligations at the General Meeting of
Shareholders related to the authorized shares. This authorization is valid until the end of the Annual
General Meeting of Shareholders of the Company.

AUTHORIZED PERSON
(Sign and print full name)

AUTHORIZED PERSON
(Signed in the attached List)

.....

.....

*Note: Please send the Fax and original Power of Attorney no later than 11:00 a.m. on April 27, 2025 to the
following address:*

HAI PHONG CEMENT TRADING SERVICES JOINT STOCK COMPANY

Address: No. 290 Hanoi Street, So Dau Ward, Hong Bang District, Hai Phong City.



Phone: 02253.540445

Fax: 02253.540417

LIST OF SHAREHOLDERS AUTHORIZING BY GROUP TO ATTEND THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

Authorized person:

STT	Full name	CCCD/ Business Registration Number	Permanent address	Number of shares owned	Sign
Total					



PROGRAMME
ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025

Start time: **08:30, Monday, April 28, 2025**

Location: Hall of Hai Phong Cement Transport Service Trading Joint Stock Company
(No. 290 Hanoi Street, So Dau Ward, Hong Bang District, Hai Phong City)

Time	Content
08:00-08:30	Welcoming delegates and shareholders; checking procedures; distributing documents and voting cards
08:30-09:00	Report on the results of checking the qualifications of shareholders attending the General Meeting
	Flag salute; Statement of reasons, introduction of delegates and guests
	Through the composition of the Presidium; Secretariat; Counting Committee
09:00-09:20	Through the Congress Program
	Through the Working Regulations of the Congress
09:20-10:20	Report on business results in 2024 and business plan in 2025
	Board of Directors' report on activities in 2024 and operation plan in 2025
	Report on the Board of Supervisors' activities in 2024 and the operation plan in 2025
	Board of Directors' performance assessment report for 2024 by independent member of the Board of Directors
	Audited Financial Statements for 2024
	Proposal for 2024 Profit Distribution Plan
	Proposal for selection of audit unit for financial statements in 2025
	Report on remuneration payment for the Board of Directors, Board of Supervisors, Company Secretary in 2024 and remuneration payment plan in 2025
	Report on approval of the 5-year production and business plan (from 2025 to 2029)
	Proposal to amend and supplement the Company's Charter.

	Report on list of related persons and related person interests in 2024 and the first 4 months of 2025
	Proposal to approve transaction contracts between the Company and related parties under the decision-making authority of the General Meeting of Shareholders
10:20-10:40	Congress Discussion; Voting on Reports and Submissions
10:40-11:00	Congress break 20 minutes
Time	Content
11:00-11:05	Report on voting results
11:05-11:30	Elect additional members to the Board of Directors for the 2023-2028 term - Through the Election Regulations - Approval of the personnel list to elect additional members of the Board of Directors - Through the list of Election Counting Committee - Report on the number of shareholders attending the General Meeting at the time of Election The congress proceeded to vote to elect additional members of the Board of Directors.
11:30-11:35	Report on the results of the election of members of the Board of Directors
11:35-11:45	Board members introduced to the Congress
11:45-11:55	Approval of the Draft Minutes and Resolutions of the Congress
11:55-12:00	Closing of the Congress

**On behalf of the Board of Directors
CHAIRPERSON**

Pham Dang Loi



DRAFT

SHAREHOLDER QUALITY CHECKING REPORT
ATTEND THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
HAI PHONG CEMENT TRADING - SERVICE - TRANSPORT JOINT STOCK COMPANY

At hour minute day month year 2025, in Hai Phong
Our Shareholder Qualification Review Board consists of:

1. Mr. Luong Quang Tan Position: Member of the Board of Supervisors Head
of the Board
2. Ms. Le Thi Hanh Position: Deputy Head of Economic and Financial
Department Member
3. Mr. Le Manh Tuan Position: Technical and Economic Department
Member

Conducted a check on the qualifications of shareholders attending the 2025 Annual
General Meeting of Shareholders of Hai Phong Cement Trading - Service -
Transportation Joint Stock Company.

The specific results are as follows:

1. The total number of shareholders of the Company is shareholders,
holding shares with voting rights.

2. The number of shareholders attending and authorized shareholders
attending the meeting is Shareholders, representing -
..... shares, accounting for % of the total number of shares
with voting rights (..... shares), of which:

- The number of shareholders attending in person is Shareholders,
representing shares, accounting for% of the total number
of shares with voting rights.

- The number of authorized shareholders is Shareholders,
representing shares, accounting for % of the total
number of shares with voting rights.

Pursuant to the Law on Enterprises and the Charter of Hai Phong Cement
Trading - Service - Transportation Joint Stock Company, the 2025 Annual General
Meeting of Shareholders of Hai Phong Cement Trading - Service - Transportation
Joint Stock Company, with the above participants, is valid and qualified to hold the
General Meeting.

The shareholder qualification verification report was prepared at hours
..... minutes on month year 2025 and has been publicly reported to
the General Meeting.

TM. SHAREHOLDER QUALITY INSPECTION COMMITTEE

PREFECT

Luong Quang Tan



DỰ THẢO

Hai Phong, date month year 2025

**RULES
WORKING AT THE 2025 ANNUAL GENERAL MEETING OF
SHAREHOLDERS
JOINT STOCK COMPANY
HAI PHONG CEMENT TRADING SERVICES**

CHAPTER I: GENERAL PROVISIONS

Article 1: General provisions

This Regulation stipulates the rights and obligations of shareholders and shareholder representatives; responsibilities of the entities when participating in the General Meeting of Shareholders; and methods of discussion at the 2025 Annual General Meeting of Shareholders. of Hai Phong Cement Transport Service Trading Joint Stock Company (hereinafter referred to as "Congress") to ensure the success of the Congress.

Article 2: Purpose

This regulation aims to ensure that the General Meeting is conducted in accordance with the prescribed order and procedures and in accordance with the provisions of law; to ensure that the General Meeting is conducted in an orderly, safe and timely manner in accordance with the agenda of the General Meeting; to ensure that shareholders exercise their legitimate rights and interests in a democratic, equal and united manner, reflecting the wishes of the majority of attendees for the benefit of shareholders and meeting the needs of sustainable development of the Company.

Article 3: Agenda

1. The agenda of the General Meeting is sent in advance to shareholders together with the Meeting Invitation.

2. Shareholders or groups of shareholders owning 5 % or more of the total number of common shares have the right to propose issues to be included in the agenda of the General Meeting. The proposal must be in writing and sent to the Company at least 3 working days before the opening date of the General Meeting (specifically before 17:00 on the April 25, 2025). The proposal must clearly state: shareholder name, number of each type of shareholder's shares, shareholder code, and proposed issues to be included in the meeting agenda.

The convener of the General Meeting of Shareholders accepts and includes these recommendations in the proposed agenda and content of the meeting, except in

cases where the recommendations are not sent on time or are insufficient, incorrect in content or the proposed issues are not within the decision-making authority of the General Meeting of Shareholders.

3. The agenda and content of the General Meeting must be approved by the General Meeting of Shareholders at the opening session of the General Meeting by raising the Voting Card.

Article 4: Obligations of Shareholders at the General Meeting

Shareholders attending the General Meeting must comply with the following regulations:

1. Dress neatly and politely.
2. Present full identification documents, meeting invitation letter, authorization letter (if any) and documents related to verifying delegate qualifications at the reception desk.
3. Maintain order and dignity during meetings.
4. No smoking, no private talking, no use of mobile phones in the Hall.
5. Friendly and courteous communication.
6. Must sit in the correct position or area as specified by the Organizing Committee and strictly comply with the seating arrangement of the Organizing Committee.
7. Absolutely obey the chairman's instructions, only speak with the chairman's consent.
8. In case a delegate does not comply with the regulations on shareholder qualification verification, does not comply with the direction of the Organizing Committee and the Chairman; intentionally causes disorder, or obstructs the normal progress of the General Meeting, the Chairman may refuse or expel that shareholder from the General Meeting venue.

CHAPTER II: CONGRESS ORGANIZATION

Article 5: Issues approved by the General Meeting of Shareholders

The 2025 Annual General Meeting of Shareholders of Hai Phong Cement Transport Service Trading Joint Stock Company has the right to discuss and approve the following issues:

1. Report on production and business results in 2024 and production and business plan in 2025;
2. Board of Directors' performance report for 2024 and plan for 2025;
3. Report of the Board of Supervisors on the results of monitoring activities in 2024 and the plan for 2025;
4. 2024 Performance Evaluation Report of Independent Member of the Board of Directors;
5. Proposal to approve the audited 2024 Financial Statements;

6. Proposal to approve the 2024 profit distribution plan and expected dividend payment for 2025;

7. Proposal to approve the selection of the 2025 Financial Statement Auditing Company;

8. Report on approval of remuneration of the Board of Directors, Board of Supervisors, Company Secretary in 2024 and plan for 2025;

9. Submission for approval of the 5-year production and business plan (from 2025 to 2029);

10. Submission for approval of Amendments and supplements to the Company Charter;

11. Proposal to approve the signing of the transaction and sale contract in 2025; 2026 with Vicem Hai Phong Cement One Member Co., Ltd. and authorize the Board of Directors to decide on the signing of the contract in 2025; 2026;

12. Elect additional members of the Board of Directors for the 2023-2028 term.

Article 6: Presidium

The Congress is run by the Presidium, consisting of the Chairman (Chairman of the Board of Directors) and members. The Chairman is the person who presides over the Congress. The Presidium operates according to the principle of democratic centralism and in accordance with the provisions of law and the Company's Charter.

The Presidium is responsible for:

1. Conduct the Congress in accordance with the agenda, regulations and rules approved by the Congress.

2. Guide the Congress to discuss and vote on issues on the Congress agenda and related issues throughout the Congress.

3. Has the right to postpone the General Meeting when there are enough people registered to attend the meeting as prescribed to another time (no more than 03 working days from the date of the scheduled opening of the meeting) or change the meeting location in case a meeting attendee has obstructive behavior, disrupts order, and risks making the meeting not be conducted fairly and legally.

4. Respond to questions requested by the Congress.

5. Resolve any issues that arise (if any) during the Congress.

Article 7: Secretary of the Congress

1. Assisting the Presidium and the Congress is the Congress Secretary. The Congress Secretary is appointed by the chairman.

2. The secretary has the following duties:

- Record fully and honestly the contents of the Congress.

- Assist the Board of Directors in announcing documents, conclusions or notices to shareholders when requested.

- Be responsible to the Chairman of the General Meeting and the General Meeting of Shareholders for his/her duties; record fully and honestly all the contents of the General Meeting and the issues approved by the shareholders, including the issues still reserved at the General Meeting; receive the shareholders' comments; draft the minutes of the General Meeting of Shareholders and the Resolutions on the issues approved at the General Meeting.

Article 8: Shareholder Qualification Examination Board

Cement Transport Service Trading Joint Stock Company and is responsible for:

1. Assist the Congress Chairman in checking the conditions for holding the Congress;
2. Check the qualifications of shareholders attending the meeting;
3. Issue voting cards and ballots to shareholders on the meeting list before the opening time;
4. Report to the General Meeting of Shareholders on the conditions for holding the General Meeting of Shareholders.

Article 9: Vote counting committee

The Ballot Counting Committee shall vote and count the election ballots as introduced by the Presidium and approved by the Congress by raising the Voting Card. The Ballot Counting Committee shall be responsible for:

1. Disseminate the rules and principles of voting and elections;
2. Review and report to the Congress for decision on cases of violations of voting rules or complaints about voting and elections;
3. Organizing the counting of votes and election ballots;
4. Check and supervise the voting and election of shareholders and shareholder representatives;
5. Determine the results of shareholders' voting on issues approved at the General Meeting and announce the voting results;
6. Determine election results, announce election results;
7. Deliver the voting results and election results to the Presidium or the Secretary of the Congress.

Article 10: Rights of Shareholders

1. Shareholders of the Company have the right to directly attend the General Meeting or authorize by Power of Attorney (according to the form prescribed by the Organizing Committee of the General Meeting) 01 (one) representative to attend and express opinions and vote on issues in the General Meeting agenda. Each shareholder or representative of shareholders when attending the General Meeting must bring identification documents including: ID card (or passport), Meeting invitation, Power of Attorney to attend the General Meeting to submit to the Shareholders' Qualification Examination Committee and will receive a Voting Card and Voting Ballot to participate in voting.

Shareholders and shareholders' representatives who arrive late to the General Meeting shall be registered and shall have the right to vote at the General Meeting immediately after registration. The Chairman of the General Meeting shall not be responsible for stopping the General Meeting for shareholders to register and the validity of any votes already taken shall not be affected.

2. Shareholders are publicly informed by the Organizing Committee of the General Meeting of Shareholders about the Agenda of the General Meeting of Shareholders, are given documents related to the content of the General Meeting and are responsible for:

- Comply with the Congress Rules.
- Must complete the registration procedures to attend the Congress with the Organizing Committee.
- Discuss the report contents.
- Vote on issues at the Congress.
- Comply with the direction of the Congress Chairman.

CHAPTER III: DISCUSSION, VOTING AND MEETING MINUTES

Article 11: Discussion at the Congress

When discussing issues in the General Meeting agenda, shareholders must comply with the following regulations:

1. Principle: Shareholders attending the General Meeting who want to express their opinions must have the consent of the Chairman to speak.

2. How to speak: Shareholders speak briefly and focus on the key content that needs to be discussed, in accordance with the approved agenda of the General Meeting to ensure that the meeting is conducted in accordance with the approved agenda, the content does not violate the law, is related to personal issues or exceeds the authority of the enterprise.

3. The Chairman will arrange for shareholders to speak in the order of registration, and at the same time answer shareholders' questions. Contributions or questions will be collected at the same time and answered sequentially and can only be contributed during the discussion of the General Meeting. In case many shareholders have overlapping opinions, the Chairman will select and answer all shareholders. After there are no more opinions from shareholders, the Chairman will answer each shareholder's opinions in turn or designate a responsible person in the Company's Executive Board to answer these opinions.

Article 12: Voting at the Congress

1. Voting principles:

- All issues on the agenda of the General Meeting are approved by voting of all shareholders by Voting Card/Voting Ballot according to the number of shares owned and represented.

- Each shareholder is issued 01 Voting Card and 01 Voting Form (Voting Form) which states the name of the shareholder/authorized representative, the number of voting shares (owned and authorized) of the shareholder and has the Company's seal.

2. Voting rules:

- **Vote by Voting Card** on issues such as: approval of the Agenda; Working Regulations of the Congress; Personnel of the Vote Counting Committee ; Approval of the Minutes, Resolutions of the Congress and other contents not within the scope of voting by Voting Card (if any).

Shareholders attending the General Meeting vote by raising their Voting Cards (when asked by the Chairman for their opinions: agree or disagree, no opinion); shareholders who do not raise their Voting Cards are considered to have no opinion on the issue to be voted on. Voting is conducted by counting the number of votes when the delegates agree, then counting the number of votes when the shareholders disagree, and finally counting the number of votes when the delegates have no opinion. The voting result is calculated based on the percentage between the total number of shares on valid Voting Cards and the total number of shares of all shareholders/authorized representatives of shareholders attending the meeting.

- **Voting by ballot** on issues such as: Approval of Reports and Proposals at the General Meeting. Shareholders vote as follows:

+ Shareholders or authorized representatives vote on each content to *approve*, *disapprove*, or *have no opinion* on an issue by marking "X" in the corresponding box on the Voting Form in the following order: "approve", "disapprove", "have no opinion". After voting on all contents, the voting shareholders sign the Voting Form and put it in the ballot box, the Vote Counting Committee collects the shareholders' Voting Form to count the results.

+ In case of changing opinion, shareholders must initial next to the final choice box to avoid forgery.

3. Through the decision of the General Meeting of Shareholders:

Conditions for passing decisions of the General Meeting of Shareholders shall comply with the provisions of Article 21 of the Company Charter.

Article 13: Minutes and Resolutions of the Congress

The contents of the Congress must be recorded by the Congress Secretary in the Minutes of the Congress. The Minutes and Resolutions must be read and approved before the closing of the Congress by raising the Voting Card.

Above are the entire Working Regulations of the 2025 Annual General Meeting of Shareholders . Hai Phong Cement Transport Service Trading Joint Stock Company .

Respectfully submit to the Congress for consideration and approval!

Recipient:

- General meeting of shareholders;

- Save: VT, BOD.

**TM. BOARD OF DIRECTORS
CHAIRPERSON**

Pham Dang Loi

Number: /HCT-BGD

Hai Phong, date month year 2025



DRAFT

2024 BUSINESS RESULTS REPORT AND BUSINESS PRODUCTION PLAN IN 2025

Part One

IMPLEMENTING THE 2024 BUSINESS PLAN

I. OPERATION STATUS

In 2024, Hai Phong Cement Transport Service Trading Joint Stock Company organized production, business and product consumption with the following difficulties and advantages:

1. Difficulty:

In 2024, the world situation will be complicated and unpredictable, with many potential risks and new developments arising beyond forecasting capabilities, causing disruptions to the global energy supply chain...

The domestic cement market will continue to face difficulties from 2023 when consumption output decreases, inventories increase, and many factories must continue to reduce productivity or stop kilns to limit equipment operating costs and maintenance costs.

As a unit whose main business depends on the production and consumption of Vicem Hai Phong Cement, Vicem Hai Phong Cement stopped the kiln in January and February, the transportation demand decreased, and there was a shortage of workers. From February, the Hong Bang 68 ship had to stop operating, but it still had to deduct depreciation costs, allocated repair costs, and wharf and yard maintenance costs. At the same time, in the third quarter, the weather was unusual, especially storm No. 3 Yagi, which damaged the roof of the office area, some parking sheds, and some office equipment, increasing the cost of repairs and overcoming natural disasters, greatly affecting the overall efficiency of the Company.

Most means of transport are at the end of their depreciation period, have short inspection periods, and degraded quality, increasing maintenance, inspection repair costs and service competitiveness in the market.

Regarding the financial situation: Although debt collection has decreased compared to the beginning of the period. However, some units and customers still have high and prolonged debts, reducing financial business efficiency .

2. Advantages:

The Board of Directors and the Executive Board of the Company are united, proactive in production management, and highly determined in implementing assigned production and business targets.

In addition, the Company always receives attention and favorable conditions from the leaders of Vietnam Cement Corporation, Vicem Hai Phong Cement Company and partners. The Company's staff, with the spirit of solidarity and creativity, always strive to overcome all difficulties to complete the task well.

II. OVERVIEW OF BUSINESS RESULTS:

1. Business performance results in 2024 :

Target	Unit	Plan for 2024	Implementation in 2024	%TH/KH	% SS with 2023
Revenue	Billion VND	49,648	33,732	67.94	58.64
Profit before tax	Billion VND	0.480	0.478	99.58	
Submit budget	Billion VND	2,393	1,974	82.49	81.13
EBITDA	Billion VND	2,275	2,273	99.91	414.02
ROE (Net profit/Equity)	%	-0.430	0.750		
ROA (Net profit/Net income)	%	-0.281	0.510		

2. Implement the production plan target for 2024 :

STT	Main indicators	Unit	Plan for 2024	Implementation in 2024	HTKH rate %	% SS with 2023
I	Total output	Ton	707.080	838,415	118.57	100.97
1	Cement Business	Ton	18,420	6,724	36.50	40.96
2	Road transport	Ton	373,660	463,454	124.03	120.14
3	Pick up	Ton	240,000	308,747	128.64	129.23
4	Water transport	Ton	75,000	58,889	78.52	103.03
5	Sea transport	Ton		600		0.45
6	Car	Trip	3,550	3.403	95.86	92.83

2.3. General assessment:

2.1. About production situation:

In 2024, the Company implemented production under conditions of limited human resources and equipment: means of transport after many years of use, often needing repair and maintenance, skilled workers quit their jobs, small service contracts with small quantities but requiring upgrading the quality of service vehicles, leading to many difficulties in competition and exploitation. In such difficult conditions, the production department has always coordinated closely with related units to ensure that customers' progress requirements are met. In 2024, production has achieved certain results.

Specifically, the total output reached 838,415 tons, an increase of 18.57% of the annual plan and equal to 100.97% compared to 2023 .

2.2. Regarding consumption situation:

In 2024 , the consumption market due to the shift in product structure in the market from using bagged cement to bulk cement, at the same time, the variety of cement types appearing in the same area led to increased competitiveness in terms of products, prices and sales balance. The unit has made efforts to search and negotiate with partners and customers but still not competitive enough compared to other types of cement. In order to gradually reduce receivables, the Company had to stop supplying goods to some stores, leading to a sharp decrease in consumption output.

2.3. Regarding financial indicators:

Total revenue and other income realized in 2024 is 33,732 billion VND, equal to 67.94 % of the plan , equivalent to 58.64 % compared to the same period in 2023 .

profit realized in 2024 is VND 0.478 billion, equal to 99.58 % of the plan, an increase of VND 2.231 billion compared to 2023 (loss of VND 1.753 billion in 2023).

2.4 . Labor organization and care for employees' lives:

Total number of employees from 2024 to December 31, 2024 is 76 people.

Total salary fund in 2024 (including salary of Executives and staff) is 8.32 billion VND.

Average income of workers in 2024 is 8.78 million VND/person/month.

Pay attention to improving and enhancing working conditions for the Company's employees. Fully implement the Labor Protection regime according to regulations. Organize 100% of employees to have periodic health check-ups every 6 months/1 year according to the target groups according to regulations.

Deploy training and issue certificates on Labor Safety and Fire Prevention for the grassroots fire prevention team according to regulations, regularly inspect, test and maintain fire prevention and fighting equipment to ensure safety.

Part Two

GOALS AND MEASURES TO IMPLEMENT THE 2025 PRODUCTION AND BUSINESS PLAN

I. OPERATING CONDITIONS

Comments on the market situation of bagged cement consumption and transportation services supply in 2025 will face intertwined opportunities and challenges , specifically:

1. Difficulty:

- The economy in the coming time is forecasted to have many advantages and difficulties . The world and the region continue to have complex and unpredictable developments, climate change, environment, natural disasters... are risks that negatively affect and greatly impact the socio-economy of many countries, including Vietnam.

- Means of transport are increasingly degraded; Regulations on transport management are increasingly changing, leading to many difficulties in transport activities in traffic and vehicle registration.

- The transportation market is diverse, supply is greater than demand, competition for transported goods is increasingly fierce, leading to a decrease in transportation costs; Private transportation enterprises have more competitive advantages than state-owned enterprises, increasing the pressure to find sources of goods;

- The consumption of goods and market domination of units in the industry face many difficulties, production is limited to avoid dumping Clinker in the yard, leading to a decrease in the demand for transporting raw materials, increased waiting time at ports for receiving and returning goods, vehicles have to stay at the port for a long time, at the same time, Hong Bang 68 ship stops operating, has no revenue, large depreciation costs increase costs, greatly affecting the Company's operating efficiency.

- Recruitment of skilled labor and river ship crew to meet production and business plan needs is facing many difficulties due to low supply and high salary requirements compared to current transportation unit prices, leading to difficulties in maintaining stability and promptly meeting transportation plan needs.

2. Advantages:

Besides the difficulties, there are also some advantages:

With the government expected to continue to maintain investment in infrastructure , especially transportation, housing, public works such as highway projects, airports, bridges and urban areas; The real estate market continues to recover from the end of 2024 to the beginning of 2025 and is expected to improve from the second quarter of 2025. This could lead to increased demand for the cement industry, thereby boosting demand for transportation, loading and unloading of materials and goods of the unit.

The unit always receives effective leadership and direction from Vietnam Cement Corporation and Vicem Hai Phong Party Committee. The direction, coordination, and shared responsibility of the Company's Board of Directors in finding solutions, overcoming difficulties, and promoting effective production.

II. BUSINESS PLAN FOR 2025 :

1. Financial goals:

Content	Plan	Note
Revenue (billion VND)	32,944	
Profit before tax (billion VND)	0.500	
Budget contribution (billion VND)	2,230	
EBITDA (billion VND)	2,629	
Dividend rate (in cash)	0%	
ROE (Profit after tax/Equity ratio) %	1,276	
ROA (Profit after tax/total assets) %	0.873	

2. Production and consumption output targets:

STT	Types of covers	Unit	Plan 2025
1	Cement Business	Ton	7,000

2	Road transport	Ton	380,000
3	Pick and place	Ton	278,000
4	Water transport	Ton	79,500
5	Car	Trip	3,420
	TOTAL	Ton	744,500

3. Investment and equipment purchase :

- Construction investment work: none
- Investment and vehicle purchasing:

In 2025, the unit plans to invest in purchasing 02 new passenger cars and 01 truck specifically:

- Buy 01 47-seat passenger car: 3,200,000,000 VND.
- Buy 01 29-seat passenger car: 2,300,000,000 VND.
- Buy 01 truck from 7 > 9 tons: 800,000,000 VND.

Total estimated investment and purchase value: 6,300,000,000 VND.

Investment and purchase capital: Company's own capital

* Solutions and implementation directions:

In the context of the general difficulties of the cement industry , in the current situation of limited resources of the enterprise, the Company must seek effective solutions to improve production and business activities. Below are some solutions proposed by the Company to carry out the tasks in the coming time as follows:

Strengthening traditional customers combined with promoting the search for new customers, expanding the consumer market and transportation services.

Improving service quality goes hand in hand with improving production technology: Investing in means of transport suitable for current work needs and market, customer tastes, helping to reduce operating costs and improve product and service quality, increase competitiveness, improve productivity and efficiency.

Focus on closely following receivables and taking drastic measures to collect debts , not allowing debts to arise , causing increased financial costs, thereby directly affecting production and business efficiency.

Maintain a regular equipment maintenance and repair plan, ensuring that equipment is always operated and in good condition , ensuring quality and progress.

Review the implementation of material consumption norms to ensure quality and efficiency.

Exploiting materials to ensure quality and progress, compete on price, and closely follow the production plan to avoid large inventory volumes causing capital stagnation.

Focus on finding and recruiting workers for each industry and department to ensure sufficient labor resources to meet production requirements. Arrange labor rotation and reasonable means to minimize overtime to improve labor productivity.

Regularly evaluate inefficient areas of operation and propose effective solutions to stabilize production and improve efficiency.

Review, classify, and evaluate depreciated vehicles that are not being operated safely and effectively; propose liquidation plans to reduce repair, maintenance, and care costs, and recover capital for business purposes.

Continue to upgrade and renovate yards to increase yard exploitation efficiency, thereby increasing revenue and business efficiency.

Continue to coordinate with relevant agencies to resolve existing problems and difficulties related to the legal documents of Hong Bang 68 Ship and the handover of land plots in Quynh Cu to the City.

Strictly implement labor discipline and operational discipline regulations, strengthen occupational safety and health management, fire prevention and fighting, environmental protection, and improve working conditions for employees.

Continue to seek support and assistance from the leaders of the Corporation and the leaders of Vicem Hai Phong Cement Company. Be proactive and flexible in all tasks to successfully operate the unit to implement the 2025 production and business plan .

3. Labor - Salary

Total number of employees in 2025 is expected to be 76 equivalent person performed in 2024 .

Total salary fund in 2025 (including salary of Executives and staff) is expected to be 8.5 billion VND.

Average income of workers in 2025 : strive to achieve 8.96 million VND/person/month.

4. Union work

- Pay attention to creating conditions for mass organizations to operate and participate well in political and ideological education for Party members and cadres, creating solidarity and consensus in performing assigned duties and responsibilities. Deploy the organization of Party cell congresses to move towards organizing the 8th Party Congress of the Company according to the directive of the Politburo and the plan of the Party Committee of VICEM Hai Phong Cement Company.

- Direct and coordinate with mass organizations in the Company to build emulation movements with focused, specific, practical contents and timely forms of rewards and encouragement to promote the spirit of emulation and creative labor of each officer and worker, contributing to improving productivity, work quality and business efficiency.

Above are the 2024 production and business results and the 2025 production and business plan and targets of the Executive Board, hereby report to the congress.

Respectfully submit to the General Meeting of Shareholders for consideration and approval.

Recipient:

- HCT shareholders ;
- HNX, State Securities Commission ;
- Vicem (for report) ;
- Board of Directors, Supervisory Board;
- Website: vtxmlhp.com;
- Save P.TCLĐ.

**TM BAN ĐIỀU HÀNH
GIÁM ĐỐC**

Lê Văn Thắng

Hai Phong, date month year 2025

Number: /HCT-HĐQT



DRAFT

**REPORT
ACTIVITIES OF THE BOARD OF DIRECTORS IN 2024
AND 2025 OPERATION PLAN**

Pursuant to the Charter of Hai Phong Cement Transport Service Trading Joint Stock Company, the Board of Directors would like to report to the General Meeting on the Board of Directors' operations in 2024 and the Operation Plan for 2025 as follows:

I. Situation characteristics:

1. Advantages:

- The company always receives attention, direction and support from the leaders of Vietnam Cement Corporation (VICEM), Vicem Hai Phong Cement Company and the cooperation of partner units;
- The Company's staff and workers are always united and strive to overcome difficulties to complete their tasks well.

2. Difficulty:

In 2024, the economy will face many difficulties and challenges. Wars and conflicts will occur in many places, affecting global security and strongly impacting world economic development. Along with that, trade tensions will increase between major countries. The geopolitical and military conflict between Russia and Ukraine will continue without end, affecting the global energy supply chain... Unusual weather, heavy rain and storms will disrupt production, causing great damage to the Company's property, houses, equipment and vehicles.

Competition between suppliers is increasingly fierce . Domestic cement is facing a situation of increasing oversupply , while consumption output is decreasing, inventory is increasing, many factories still have to continue to reduce productivity or stop kilns to limit the cost of equipment operation and maintenance.

The Company's main partner, Vicem Hai Phong Cement, had to stop its kiln for a long time in January and February, leading to a decrease in output, job loss, and reduced productivity .

The existence of the Hong Bang 68 ship stopped at the port due to inefficient exploitation and has not been resolved due to legal issues, causing

costs to arise, greatly affecting the overall production and business efficiency of the Company.

II. Results of directing the implementation of tasks in 2024:

In the context of difficult production conditions, the Board of Directors has analyzed, evaluated, and closely followed the actual market developments, on that basis proposing many measures and correct directions in leadership, management and operation to effectively implement production and business.

1. Results of production and business tasks:

TT	Target	Unit	Plan 2024	Implementation in 2024	% of implementation compared to plan	% of performance compared to stock
1	Total output	Ton	707.080	838,415	118.6	101.0
2	Total revenue and other income	Billion VND	49,648	33,732	67.9	58.6
3	Profit before tax	Billion VND	0.48	0.478	99.6	
4	Profit after tax	Billion VND	-0.12	0.216		
5	Profit after tax/equity ratio	%	-0.43	0.75		
6	Submit NS	Billion VND	2,393	1,974	82.5	81.1
7	Total payroll	Billion VND	8.39	8.32	99.2	93.5
8	Dividends	%	0	0		

2. Construction investment work:

There are no plans to invest in construction and purchase vehicles during the year.

3. Implementation organization and supervision:

With the authority and obligations assigned according to the provisions of law and the Company's charter; based on the resolution of the Annual General Meeting of Shareholders and the actual situation of the Company, in 2024, the Board of Directors focused on directing, issuing timely resolutions and decisions to serve the organization, production, business, investment and construction and other aspects of work.

Successfully organize the 2024 General Meeting of Shareholders, supervise information disclosure activities to ensure transparency and accuracy according to regulations.

Based on the 2024 tasks and directions approved by the Annual General Meeting of Shareholders, the Board of Directors regularly directs, inspects and evaluates the implementation of the plan and issues Resolutions and Decisions, specifically:

TT	No. NQ/QĐ/BB	Date	Content
1	No. 03/NQ-HĐQT	March 1, 2024	Resolution on finalizing the list of shareholders to organize the 2024 Annual General Meeting of Shareholders
2	No. 07/NQ-HĐQT	March 27, 2024	Resolution of the Board of Directors meeting in the first quarter of 2024 - Approval of expected production and business results for the first quarter of 2024; orientation of production and business plan for the second quarter of 2024 - Approving the contents of the 2024 Annual General Meeting of Shareholders
3	No. 22/NQ-ĐHĐCĐ	April 26, 2024	Resolution of the 2024 Annual General Meeting of Shareholders
4	No. 25/NQ-HĐQT	May 31, 2024	Resolution of the Board of Directors meeting on signing a contract to provide services for loading, leveling, transporting materials and goods by car and a contract to provide services for looking after and protecting cars, bicycles, motorbikes; transporting and picking up workers
5	No. 28/NQ-HĐQT	June 17, 2024	Resolution on approving the signing of a contract to provide review and audit services for the 2024 Financial Statements between the Company and An Viet Auditing Company Limited
6	No. 30/NQ-HĐQT	June 17, 2024	Resolution on reviewing and evaluating the 2023 performance of the group of representatives managing VICEM's capital at the Company

7	No. 33/NQ-HĐQT	July 8, 2024	Resolution on reappointment of Director of Hai Phong Cement Transport Service Trading Joint Stock Company
8	No. 41/NQ-HĐQT	October 22, 2024	Resolution of the Board of Directors meeting in the third quarter of 2024 - Approval of production and business results for the third quarter and the first 9 months of 2024 - Approving the production and business plan orientation for the fourth quarter of 2024
9	No. 44/NQ-HĐQT	December 18, 2024	Resolution of the Board of Directors meeting in the fourth quarter of 2024 - Approval of production and business results for the fourth quarter and the whole year of 2024 - Approval of the expected production and business plan for 2025

The meetings of the Board of Directors are based on the principles of democratic centralism, in accordance with the law, and make correct decisions on the Company's business strategy, with the participation of the Company's Board of Supervisors, focusing on directing the following specific contents:

- Through quarterly and annual production and business plans, evaluate the implementation of tasks, thereby making timely decisions and adjustments;

- Approve the annual salary fund;

- Directing the planning and use of staff, promptly meeting the requirements of production and business tasks, regularly directing the Executive Board to improve the organization and management apparatus of the Company to best serve the implementation of production and business tasks.

- The Board of Directors regularly monitors and inspects the Executive Board on the serious and effective implementation of documents, regulations and resolutions of the Board of Directors.

4. Regarding the organization of staff and personnel of the Company's Board of Directors:

The number of members of the Company's Board of Directors for the 2023-2028 term includes 5 members:

1- Mr. Pham Dang Loi - Chairman of the Board of Directors, representative of State capital of Vietnam Cement Corporation;

2- Mr. Le Van Thang - Member of the Board of Directors, Director of the Company, representative of the State capital of Vietnam Cement Corporation;

3- Mr. Pham Duc Hoang - Member of the Board of Directors of the Company; representative of the State capital of Vietnam Cement Corporation;

4- Mr. Nguyen Tuan Anh - Member of Board of Directors;

5- Mr. Vu Chau Thanh - Independent member of the Company's Board of Directors;

5. Transactions between the Company and related parties:

Transactions between the Company and companies in which members of the Board of Directors, members of the Board of Supervisors, and Executive Director were or are founding members or members of the Board of Directors, Executive Director: None

III. Evaluation of task performance and shortcomings

The Company's Board of Directors has always closely directed and promptly issued appropriate and flexible decisions and measures to help the Company's Executive Board carry out its production and business plan tasks and proactively respond to market changes.

The Board of Directors has made great efforts to fulfill the tasks assigned by the General Meeting of Shareholders: maintaining stable and developing production and business, ensuring jobs and income for employees. Preserving the capital contribution of the owner.

Regarding security, order and labor safety, the company strictly complies with its budget payment obligations and correctly implements the Party's policies and the State's laws.

During the management process, in addition to the above achievements, the Board of Directors found that there are still some limitations, specifically:

- Due to the nature of professional work, activities are not focused, and the executive agency has not been closely monitored in supplementing and adjusting management regulations in a timely manner to comply with the Decrees and Circulars of the State and superior management agencies.

- The infrastructure, equipment and vehicle capacity are increasingly degraded, market competitiveness is weak; Some activities are inefficient, have not reached the break-even point, especially Hong Bang 68 Ship has not found a feasible solution to handle and improve business efficiency.

- Debt collection work, although there have been changes, has not yet met requirements. Total short-term receivables as of December 31, 2024 are: 9.03 billion/11.84 billion, down 23.7%. It is necessary to actively urge and collect debts better to increase cash flow and improve business efficiency.

IV. Tasks and directions for 2025:

Based on market developments and actual production and consumption needs; it is determined that in 2025, there will still be many difficulties due to the consumption market and competitiveness in finding and exploiting markets and sources of goods for transportation.

Promoting the achieved results and overcoming the shortcomings, the Board of Directors of the company focuses on directing the implementation of a number of basic goals and tasks in 2025 as follows:

1. Regarding production and business activities in 2025:

- Total output: 744,500 tons
- Revenue and other income: 32,944 billion VND
- Profit before tax: 0.500 billion VND
- Profit after tax: 0.366 billion VND
- Profit after tax/Equity ratio: 1.276 %
- Budget contribution: 2.23 billion VND
- Total salary fund: 8.50 billion VND
- Labor plan for the year: 76 people
- Expected dividend: 0

2. About investment work:

In 2025, the unit plans to invest in purchasing 02 new passenger cars and 01 truck specifically:

- Buy 01 47-seat passenger car: 3,200,000,000 VND.
- Buy 01 29-seat passenger car: 2,300,000,000 VND.
- Buy 01 truck from 7-> 9 tons: 800,000,000 VND.

Total estimated investment value: 6,300,000,000 VND .

Source of investment capital for purchase: Company's own capital.

3. Implementation organization and supervision

- Ensure the Board of Directors operates in accordance with the Company Charter, resolutions of the General Meeting of Shareholders, and current regulations of law.

- Continue to approve quarterly and annual production and business plans , evaluate the implementation of tasks , and make appropriate decisions . Direct and adjust promptly to suit the actual situation of the Company.

- Focus only Promote production and business with the following goals : Production and business ensure quality and efficiency; preserve capital; fulfill obligations to the State; ensure shareholders ' rights; stabilize jobs and income for workers.

- Continue to improve the organizational structure, recruit human resources for a number of positions to meet the needs of service business development, improve productivity and business efficiency. Strengthen and arrange the management model suitable to the scale of the Company's operations, create the best possible business environment and working conditions for employees, contributing to improving the quality of work.

- Only The company is committed to saving and reducing costs in all areas of operation, lowering product prices to improve product competitiveness and improve production and business efficiency .

- Continue to review, adjust and supplement the Company's internal management regulations and rules to suit the Company's actual situation and current State regulations.

Above is the 2024 operational report and 2025 mission orientation of the Company's Board of Directors . The Company's Board of Directors continues to closely follow its functions and powers, promote the achieved results, focus on intellectual strength and solidarity to do better in management work, and successfully implement the Resolution of the General Meeting of Shareholders.

Respectfully submit to the General Meeting of Shareholders for consideration and approval.

Thank you very much./.

Recipient :

- HCT shareholders ;
- HNX, UBCK;
- Vicem to b/c;
- Board of Directors , Supervisory Board;
- Website: vtxmhp.com.

**On behalf of the Board of
Directors
CHAIRPERSON**

Pham Dang Loi



Number: /HCT-BKS

Hai Phong, date month year 2025

DRAFT

**REPORT
PERFORMANCE RESULTS OF THE SUPERVISORY BOARD IN 2024
AND 2025 OPERATION PLAN**

(Submitted to the 2025 Annual General Meeting of Shareholders)

Pursuant to Law on Enterprises No. 59/2020/QH14;

Pursuant to the Charter of organization and operation of Hai Phong Cement Transport Service Trading Joint Stock Company ;

Pursuant to the Operating Regulations of the Board of Supervisors of Hai Phong Cement Transport Service Trading Joint Stock Company ;

Based on the 2024 Financial Statements audited by An Viet Auditing Limited Liability Company (An Viet);

Based on the results of inspection and supervision activities of the Board of Supervisors in 2024 .

The Board of Supervisors reports to the General Meeting of Shareholders the results of inspection and supervision of all activities in 2024 of Hai Phong Cement Transport Service Trading Joint Stock Company as follows:

I. ACTIVITIES OF THE SUPERVISORY BOARD IN 2024

- In 2024 , the Board of Supervisors held regular meetings and attended meetings of the Company's Board of Directors.

+ The Board of Supervisors has inspected and supervised the compliance with the provisions of law and the Company in the management and operation of business activities of the Board of Directors and the Board of Directors of the Company in 2024 , specifically:

- Review the legality and procedures for issuing Resolutions and Decisions of the Board of Directors and Board of Management in 2024 .

- Check and supervise the implementation and results of the Resolution of the 2024 Annual General Meeting of Shareholders for the Board of Directors and the Board of Management.

- Auditing the 6-month and annual financial reports to assess the truthfulness and reasonableness of financial data. At the same time, coordinating with the independent auditor to consider the impact of significant accounting and auditing errors on the financial reports; supervising the implementation of recommendations made by the independent auditor.

- Control compliance with the Company's information disclosure regulations in accordance with the provisions of law.

- In 2024 , the Board of Supervisors coordinated well with the Board of Directors and the Executive Board in performing its tasks, demonstrating:

+ The Board of Supervisors was invited to fully attend and give opinions at regular and extraordinary meetings of the Company's Board of Directors.

+ The Board of Supervisors is fully provided with meeting minutes, resolutions and decisions of the Board of Directors related to the management and operation of the Company;

+ The Board of Supervisors is provided with full information and documents related to the Company's operations and financial situation every 6 months and year.

II. RESULTS OF MONITORING THE BOARD OF DIRECTORS' ACTIVITIES

The members of the Board of Directors have closely followed and directed all areas of the Company's operations, with a spirit of solidarity, concentration and democracy.

The Board of Directors has held regular quarterly, annual and extraordinary meetings in accordance with the provisions of the Company's Charter of Organization and Operation. The Board of Directors has issued Resolutions and Decisions related to the Company's operations within the scope of responsibility and authority of the Board of Directors. The Resolutions and Decisions of the Board of Directors were issued in accordance with the correct procedures, authority and legal basis according to the provisions of law and the Company.

In 2024, the Board of Directors discussed and decided on a number of important issues related to the Company's operations as follows:

STT	Resolution/Decision Number	Day	Summary of Resolution content	Proportion
I	Resolution			
1	No. 03-NQ/HĐQT	03/01/2024	Finalize the list of shareholders to organize the 2024 Annual General Meeting.	5/5
2	No. 07-NQ/HĐQT	March 27, 2024	Resolution of the Board of Directors meeting in the first quarter of 2024. Expected results of production and business in the first quarter.	5/5
3	No. 22-NQ/HĐQT	April 26, 2024	Resolution of the 2024 Annual General Meeting of Shareholders.	5/5
4	No. 25-NQ/HĐQT	May 31, 2024	Resolution on approving the signing of a contract to provide services of loading, leveling, transporting materials and goods by car and a contract to provide services of looking after, protecting cars, bicycles, motorbikes, transporting and picking up.	5/5
5	No. 28-NQ/HĐQT	June 17, 2024	Resolution on approving the signing of a contract to provide review and audit services for the 2024 Financial Statements between the Company and An Viet Auditing.	5/5

6	No. 30-NQ/HĐQT	June 17, 2024	Resolution on reviewing and evaluating the 2023 performance of the group of representatives managing Vicem's capital at the	5/5
7	No. 33-NQ/HĐQT	07/08/2024	Resolution on reappointment of Mr. Le Van Thang as Company Director.	5/5
8	No. 41-NQ/HĐQT	10/22/2024	Resolution of the Board of Directors meeting in the third quarter of 2024; production and	5/5
9	No. 44-NQ/HĐQT	12/18/2024	Resolution of the Board of Directors meeting in the fourth quarter of 2024.	5/5
II Decision				
1	No. 09-QĐ/HĐQT	03/04/2024	Decision on the establishment of the Organizing Committee of the 2024 Annual General Meeting of	5/5
2	No. 10-QĐ/HĐQT	03/04/2024	Decision on the establishment of a Shareholder Qualification Inspection Committee to serve the	5/5
3	No. 34-QĐ/HĐQT	07/08/2024	Decision on reappointing Mr. Le Van Thang to the position of	5/5

+ The Board of Directors has directed the management agency to closely follow the goals set by the 2024 Shareholders' Meeting .

+ Evaluate the production and business situation of each quarter of the year, set tasks for the next quarter.

+ Thoroughly grasp and direct functional units in the Company to review and reduce costs, practice thrift against waste

Comment: Through reviewing the Resolutions and Minutes of the Board of Directors' meetings , the Board of Supervisors found that the decisions of the Board of Directors are all directed towards the common interests of the Company and its employees, ensuring the Company's development orientation role in accordance with the Resolution of the General Meeting of Shareholders .

III. RESULTS OF MONITORING THE BOARD OF DIRECTORS' ACTIVITIES

- *Regarding the implementation of production and business plan targets:* In 2024, in the context of continued difficulties in production and business due to reduced demand for goods, means of transport often lack jobs, long waiting times for delivery and return of goods, leading to a decrease in output and transportation revenue... The Company's Director and the Board of Directors have made many efforts to manage production and business activities, helping to maintain the Company's operations, ensuring stable jobs and lives for officers and employees in the general difficult conditions of the economy.

- *Regarding financial and accounting work:* The Executive Board has directed the strict implementation of quarterly and annual financial reports on time, in accordance with accounting standards and Vietnamese laws .

- *Regarding human resource organization* : The Executive Board has directed the arrangement, recruitment and training of personnel, and evaluation of staff at the Office in accordance with the business reality of the Company.

Comment: The Board of Directors has made great efforts to fulfill its tasks , ensuring the Company's business efficiency and safety. Within its authority and responsibility, the Board of Directors has effectively implemented the Resolutions of the General Meeting of Shareholders and the Resolutions of the Company's Board of Directors

IV. AUDIT OF FINANCIAL STATEMENTS FOR 2024

1. Financial Statement preparation and auditing :

2024 financial statements are prepared in accordance with current Vietnamese accounting standards and regimes.

2024 financial statements audited by Auditing Company Limited An Viet Auditing is a unit approved by the State Securities Commission to audit listed companies.

- The auditor's opinion on the Company's 2024 Financial Statements is an unqualified opinion. The 2024 Financial Statements honestly and reasonably reflect the financial situation as of December 31, 2024 , the business performance and cash flow in 2024 , in accordance with Vietnamese accounting standards and current relevant regulations.

2. Production and business results in 2024 :

- In 2024 , the unit continued to face many difficulties in production and business. In January and February, Vicem Hai Phong Cement stopped the kiln, transportation demand decreased, and there was a shortage of workers. From February, the Hong Bang 68 ship had to stop operating, but it still had to deduct depreciation costs, allocated repair costs, and wharf and yard maintenance costs. At the same time, in September, the weather was unusual, especially storm No. 3 Yagi, which damaged the roof of the office area, some parking sheds, and some office equipment, increasing repair and recovery costs, greatly affecting the overall efficiency of the Company.

The results of implementing the main production and business targets in 2024 according to the Financial Report are as follows:

Target	Unit of measure	Perfor m 202 3	Plan according to Resolution of Shareholders' Meeting 2024	Perfor m 202 4	Implement / Plan according to the Resolution of the General Meeting of Shareholders 202 4 (%)	Impleme ntation 2024/ Impleme ntation 2023 (%)
1. Total revenue and other income	Billion VND	57,524	49,648	33,732	67.94	58.64
2. Profit before tax	Billion VND	-1,753	0.480	0.478	99.58	-27.27
3. Profit after tax	Billion VND	-1,753	-0.122	0.215	176.23	-12.26

4. Submit budget	Billion VND	2,433	2,393	1,974	82.49	81.13
5. Dividend (expected)	%	0	0	0	0	0

Based on the above summary table: The company has not achieved the targets of production and business plan according to the Resolution of the General Meeting of Shareholders in 2024 , in which: Revenue and other income reached 67.94%, pre-tax profit reached 99.58%, dividend 0%.

3. The Company's financial situation as of December 31, 2024

3.1. Financial analysis indicators

Target	Unit	Year 2024	Year 2023
<i>1. Asset structure</i>			
- Long-term assets/Total assets	%	23.84	28.90
- Current assets/Total assets	%	76.16	71.10
<i>2. Capital structure</i>			
- Liabilities/Total capital	%	7.73	11.30
- Equity/Total capital	%	92.27	88.70
<i>3. Ability to pay</i>			
payment ability (100/310)	Time	9.85	6.29
- Current solvency (270/300)	Time	12.93	8.85
payment ability (100-140/310)	Time	9.83	6.20
<i>4. Rate of return</i>			
- Profit before tax / Net revenue	%	-5.06	-3.10
- Profit before tax / Owner's equity	%	-3.98	-4.56

General assessment: The Company's capital structure and capital sources have not changed significantly compared to 2023 ; Current solvency and Quick Payability in 2024 increased compared to 2023. In terms of the profitability ratio calculated on revenue and the profitability ratio calculated on Equity, the results in 2024 increased compared to 2023

3.2. Comments and assessments of the financial situation as of December 31, 2024

- The ratio of short-term assets/short-term liabilities is 9.85 times , the Company has the ability to pay short-term debts.

- The debt/equity ratio is 0.08 times . The ratio shows that the Company has enough equity to operate .

- Accounts receivable from customers as of December 31, 2024 was VND 9,032 billion, equal to 28.56 % of the Company's revenue in 2024. The Company's account receivable ratio is relatively high, showing that the Company's capital is being occupied by customers.

- The balance of short-term and long-term loans as of December 31, 2024 is 0 VND

V. IMPLEMENTATION OF THE RESOLUTIONS OF THE GENERAL MEETING OF SHAREHOLDERS 2024

2023 profit distribution and pay dividends to Shareholders according to the Resolution of the 2024 Annual General Meeting of Shareholders

- According to the Resolution of the 2024 Annual General Meeting of Shareholders, the profit in 2023 is negative, so the Company will not pay dividends in 2023.

2. Remuneration of the Board of Directors and Board of Supervisors in 2024

The Company has paid remuneration and salary to the Board of Directors, The Board of Supervisors in 2024 is at the level approved by the 2024 Annual General Meeting of Shareholders.

3. Regarding the implementation of the 2024 production and business plan targets : revenue reached 67.94% of the plan, pre-tax profit reached 99.58% of the plan, dividend reached 0% of the plan.

VI. ORIENTATION PLAN FOR 2025

The Board of Supervisors will continue to carry out inspection and supervision work in accordance with the provisions of law and the Company (Enterprise Law; Charter of organization and operation; Company governance regulations; Board of Supervisors' operating regulations).

Well perform the functions and tasks of the Board of Supervisors as prescribed in the Company's charter :

- Attend the 2025 quarterly regular meeting of the Board of Directors, the Company's production and business summary meetings; discuss and propose a number of contents in the process of implementing the regulations and resolutions of the Board of Directors.

- Monitor the rationality and legality in business management and operations.

- Check and urge the implementation of the Resolution of the General Meeting of Shareholders and the Resolution of the Board of Directors.

- Periodically review the accuracy of quarterly and annual financial reports.

- Advise the Board of Directors and Management on professional opinions to improve the efficiency of capital and asset use of the Company.

- Grasp the issued mechanisms and policies to propose amendments and supplements to inappropriate issues, minimizing risks in the operation and management of the Company's production and business activities.

- Carry out inspection programs for specific areas and other ad hoc requests from shareholders.

- Perform other tasks according to the functions and tasks of the Board of Control.

VII. RECOMMENDATIONS

Based on the inspection and control of the Company's activities, the Board of Supervisors has the following recommendations:

- It is necessary to continue researching and updating new regulations of the State, to review, adjust and supplement them in accordance with the actual situation of the Company in order to enhance management efficiency, improve production and business efficiency to ensure increased profits and income for employees.

- Further strengthen customer debt collection management, reduce capital misappropriation, and prevent bad debt from arising.

- Management work: Continue to review, revise and re-issue a number of Regulations to suit reality and ensure legality in management.

- Financial work: Have a plan to mobilize and use capital reasonably to ensure capital for production and business activities.

- Conduct economic activity analysis, find subjective and objective causes, and find solutions to overcome them in 2025 .

Above is the report on the activities of the Board of Supervisors in 2024 and the direction and tasks of the Board of Supervisors in 2025 , respectfully submitted to the General Meeting of Shareholders for consideration and approval.

Thank you very much!

Recipient:

- HCT shareholders ;
- HNX, State Securities Commission;
- VICEM to report;
- Board of Directors , Supervisory Board;
- Website: vtxmhp.com.

**TM. BOARD OF SUPERVISION
PREFECT**

Trinh Thi Huong

Hai Phong, date month year 2025

Number: /HCT-HĐQT



DRAFT

**EVALUATION REPORT
OF INDEPENDENT MEMBERS OF THE BOARD OF DIRECTORS IN
2024**

**To: General Meeting of Shareholders of Hai Phong Cement
Transport Service Trading Joint Stock Company**

Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020 and implementing documents;

Pursuant to the Law on Securities dated November 26, 2019;

Pursuant to Decree No. 155/2020/ND-CP dated December 31, 2020 of the Government detailing the implementation of a number of articles of the Law on Securities;

Hai Phong Cement Transport Service Trading Joint Stock Company ;

Pursuant to the Operating Regulations of the Company's Board of Directors;

Independent member of the Board of Directors of Hai Phong Cement Transport Service Trading Joint Stock Company reports on the evaluation of the Board of Directors' activities in 2024 with the following content :

I. Activities of the Board of Directors in 2024:

1. Situation characteristics:

In 2024, the economy faces many difficulties and challenges. After the Covid-19 pandemic raged globally, it left serious consequences for the domestic and world economies. The military conflict between Russia and Ukraine continues to have many complicated developments and has not ended, strongly affecting the development of the world economy. The weather is unusual. The market for input materials and supplies fluctuates highly, especially the unit still has small-tonnage vessels that are inefficiently exploited and have to stop operating since February 2024, causing increased production costs, greatly affecting the Company's production and business efficiency.

Competition between distributors and service providers is increasingly fierce due to the trend of shifting from bagged cement to bulk cement , domestic cement is facing a situation of increasing oversupply . The domestic market has seriously decreased in consumption output; turnover output and labor productivity have decreased, leading to more and more difficulties in production and business activities.

2. Activities of the Board of Directors in 2024

In the context of many difficulties, the Board of Directors of the Company has analyzed and deeply evaluated the opportunities and challenges, on that basis, proposed many measures and correct directions in effective leadership, management and operation of work , specifically :

- The Board of Directors has worked responsibly, transparently, and in compliance with the regulations of the listed Company. Board of Directors meetings have been convened promptly and conducted in accordance with the procedures specified in the Charter and Internal Regulations on Corporate Governance. The content of the meetings has been discussed, fully and carefully evaluated by the Board members to provide directions and solutions that bring the highest efficiency and benefits to the Company.

- Issues related to business strategy, market expansion, building management systems, researching to maximize the Company's potential, etc. are all considered and evaluated by the Board of Directors in regular meetings.

- Resolutions and Decisions of the Board of Directors at meetings are all approved by the Board of Directors based on the majority principle. Minutes of the meeting are fully prepared and signed by the Board members attending the meeting.

II. Evaluation of the Board of Directors' performance in 2024

1. On the organizational structure of the Board of Directors and remuneration of Board members

In 2024, the Board of Directors will have a total of 05 members, including 01 independent member. The Board members fully and actively participate in planning, compliance, and strategy activities, ensuring corporate governance.

The remuneration of independent members of the Board of Directors in 2024 is 4 million VND/month according to the Resolution of the 2024 Shareholders' Meeting. During the year, there were no other operating expenses of independent members of the Board of Directors.

2. On the operating mechanism of the Board of Directors

In 2024, the Board of Directors held 09 meetings; Independent members of the Board of Directors fully participated in the meetings of the Board of Directors.

The meetings of the Board of Directors are convened and conducted with specific plans and contents, documents are fully prepared, sent in advance to the members of the Board of Directors and the Board of Supervisors in accordance with regulations, complying with the Company's Charter and current legal regulations. At the meetings, the members of the Board of Directors participate in discussions, have many sharp opinions, criticize and evaluate very carefully to make appropriate decisions for production and business in each stage.

Issues on short-term and long-term strategies in the production and business plan, building the management system in the Company, as well as opinions participating in discussions on changing business strategies to suit the market situation are very close, strict and comply with the principle of democratic centralism. The debate between members of the Board of Directors and the Executive Board also complies with regulations. After unanimously voting to approve the discussion contents by ballot, all members respect and comply with

the spirit of the Resolution set forth at the meeting, ensuring the promotion of collective strength, while complying with the operating principles of the Board of Directors.

3. Results of management and supervision work:

With the authority and obligations assigned according to the provisions of law and the Company's Charter; based on the resolution of the Annual General Meeting of Shareholders and the actual situation of the Company, in 2024, the Board of Directors focused on directing, issuing timely resolutions and decisions to serve the organization, production and business activities. and other aspects of work.

The Board of Directors of the Company has assigned tasks to each member of the Board of Directors according to each field, regularly assessed the production and business activities and the implementation of the Resolutions of the General Meeting of Shareholders, thereby providing timely guidance to the Company's Executive Board.

The meetings of the Board of Directors are based on the principles of democratic centralism, in accordance with the law, and make correct decisions on the Company's business strategy, with the participation of the Company's Board of Supervisors, focusing on directing specific contents:

- Through quarterly and annual production and business plans, evaluate the implementation of tasks, thereby making timely decisions and adjustments;
- Approve the annual salary fund for the Company's employees; Approve the adjustment of technical and economic norms for production;
- Issue regulations on information disclosure and internal audit regulations;
- Directing the planning and use of staff, promptly meeting the requirements of production and business tasks;
- The Board of Directors regularly monitors and inspects the Executive Board on the serious and effective implementation of documents, regulations and resolutions of the Board of Directors. During the operation process, the Executive Board strictly complied with the provisions of law, the Resolution of the 2024 Annual General Meeting of Shareholders, Resolutions and Decisions of the Board of Directors.
- The members of the Board of Directors have properly performed their roles and responsibilities in directing and supervising the Executive Board in implementing the contents approved by the Board of Directors and the General Meeting of Shareholders, ensuring compliance with legal regulations, while harmonizing the interests of the Company and shareholders.

III. Conclusion:

In general, in 2024, the domestic and international political and economic situation has many fluctuations affecting the cement industry as well as service companies. However, the Board of Directors of the Company, with a sense of responsibility, has properly performed its functions and tasks in supervising the Company's operations, and at the same time provided appropriate directions in the direction, ensuring effective use of resources, achieving the planning targets assigned by the General Meeting of Shareholders, on the basis of compliance

with the regulations in accordance with the Company's Charter and current regulations of law.

The Board of Directors has implemented drastic solutions in supervision work, directed the Executive Board to seek solutions to overcome difficulties, focused on promoting production and business with the goal of: Production and business ensuring quality, efficiency, capital preservation; practice thrift , reduce costs in all areas of operation , reduce product and service prices to enhance the competitiveness of products and services and improve production and business efficiency; fully perform obligations to the State; effectively implement the Resolution of the Board of Directors and the Resolution of the General Meeting of Shareholders ;

Above is the 2024 performance evaluation report of the Independent Member of the Company's Board of Directors .

Respectfully submit to the General Meeting of Shareholders for consideration and approval./.

Recipient:

- General meeting of shareholders;
- Board of Directors, Supervisory Board;
- Save: VT, university records.

**INDEPENDENT MEMBER OF
THE BOARD OF DIRECTORS**

Vu Chau Thanh

Number: / TTr-HĐQT

Hai Phong, date month year 2025



SUBMISSION

Re: Approval of the audited 2024 Financial Statements

**To: General Meeting of Shareholders
Hai Phong Cement Transport Service Trading Joint Stock Company**

- Pursuant to Enterprise Law No. 59/2020/QH14, dated June 17, 2020;
- Pursuant to the Charter of organization and operation of Hai Phong Cement Transport Service Trading Joint Stock Company.
- Based on the audit results of the 2024 Financial Statements of Hai Phong Cement Transport Service Trading Joint Stock Company.

The Board of Directors of the Company respectfully submits to the General Meeting of Shareholders for approval of the content of the 2024 Financial Report audited by An Viet Auditing Company Limited.

The 2024 financial report has been disclosed in accordance with current regulations and posted on the website of Hai Phong Cement Transport Service Trading Joint Stock Company (<https://www.vtxmhp.com>), including:

1. Board of Directors Report;
2. Independent audit report;
3. Balance sheet;
4. Business performance report;
5. Cash flow statement;
6. Financial statement notes.

Details of the audited 2024 Financial Statements are attached to this Presentation.

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

Recipient:

- As above;
- VICEM (for reporting);
- Board of Directors of the Company;
- Luu VT, Company Secretary.

**TM. BOARD OF DIRECTORS
CHAIRPERSON**

Pham Dang Loi

Number: / TTr-HĐQT

Hai Phong, date month year 2025



DRAFT

SUBMISSION

Regarding: approval of the 2024 profit distribution plan

To: General Meeting of Shareholders
Hai Phong Cement Transport Service Trading Joint Stock Company

- Pursuant to Enterprise Law No. 59/2020/QH14, dated June 17, 2020;
- Pursuant to the Charter of Organization and Operation of Hai Phong Cement Transport Service Trading Joint Stock Company;
- Based on the audited financial report of Hai Phong Cement Transport Service Trading Joint Stock Company for 2024;

The Board of Directors of Hai Phong Cement Transport Service Trading Joint Stock Company respectfully submits to the General Meeting of Shareholders for approval of the 2024 profit distribution plan, as follows:

Unit: VND

STT	Target	Value	Note
1	Total distributable profit after tax in 2024	-1,537,352,029	
	- Undistributed profit after tax until December 31, 2023	-1,752,878,765	
	- Profit after tax in 2024	215,526,736	
2	Profit distribution plan for 2024	0	
	- Total distributed profit	0	
	- Fund allocation	0	
3	Total undistributed earnings	-1,537,352,029	

Respectfully submit to the General Meeting of Shareholders for consideration and approval.

Recipient:

- As above;
- VICEM (for reporting);
- Board of Directors of the Company;
- Luu VT, Company Secretary.

TM. BOARD OF DIRECTORS
CHAIRPERSON

Pham Dang Loi



Number : / TTr-HĐQT

Hai Phong, date month year 2025

SUBMISSION

Regarding: approving the remuneration level for the Board of Directors, Board of Supervisors, the administrator and company secretary in 2024 and the Remuneration Plan for 2025

To: General Meeting of Shareholders

Hai Phong Cement Transport Service Trading Joint Stock Company

- Pursuant to Enterprise Law No. 59/2020/QH14, dated June 17, 2020;
- Pursuant to the Charter of Organization and Operation of Hai Phong Cement Transport Service Trading Joint Stock Company;
- Pursuant to Resolution No. 22/NQ-ĐHĐCĐ dated April 26, 2024 of the 2024 Annual General Meeting of Shareholders.

The Board of Directors of Hai Phong Cement Transport Service Trading Joint Stock Company respectfully submits to the General Meeting of Shareholders for approval of the 2024 remuneration level of the Board of Directors, Board of Supervisors, Company Secretary and the 2025 remuneration payment plan as follows:

1. Pay remuneration in 2024:

The Company has paid remuneration to members of the Board of Directors, Board of Supervisors, and Company Secretary in 2024 according to the approved plan. The total remuneration paid in 2024 is: VND 420,000,000 .

2. Remuneration payment plan for 2025: Equal to the remuneration paid in 2024, specifically as follows:

STT	Title	Quantity	Expenditure level (VND/person/month)	Number of months	Total amount (VND)
I	Board of Directors	5 people			
1	Chairman of the Board	1 person	6,000,000	12	72,000,000
2	Board Member	4 people	4,000,000	12	192,000,000
II	Board of Control	3 people			
1	Head of Supervisory Board	1 person	4,000,000	12	48,000,000
2	Board of Supervisors	2 people	3,000,000	12	72,000,000
III	Administrator and Company Secretary	1 person	3,000,000	12	36,000,000
	Total				420,000,000

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

Recipient:

- As above;
- VICEM (for reporting);
- Board of Directors of the Company;
- Luu VT, Company Secretary.

**On behalf of the Board of Directors
CHAIRPERSON**

Pham Dang Loi



Number: /TTr-HCT-BKS

Hai Phong, date month year 2025

DRAFT

SUBMISSION

On approving the selection of an auditor for the 2025 Financial Statements

To: General Meeting of Shareholders of Trading Joint Stock Company
Hai Phong Cement Transport Service

*Pursuant to Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
Pursuant to the Charter of Organization and Operation of Hai Phong Cement
Transport Service Trading Joint Stock Company;*

*Based on the requirements of organization, operation and management of Hai Phong
Cement Transport Service Trading Joint Stock Company.*

Hai Phong Cement Transport Service Trading Joint Stock Company respectfully
submits to the General Meeting of Shareholders the selection of an independent auditing
unit to audit the Company's 2025 Financial Statements as follows:

1. Criteria for selecting an independent audit unit:

- Is a reputable independent auditing unit and is approved to audit listed companies according to the provisions of the law on securities;
- Is an auditing unit with a team of honest auditors, upholding professional ethics, with high qualifications and extensive experience to ensure the quality of financial statement audits;
- Reasonable audit costs, consistent with the content, scope and progress of the audit requested by the Company.

2. Proposal of the Board of Supervisors:

In preparation for the audit of the 2025 Financial Statements, the Company's Board of Supervisors respectfully submits to the General Meeting of Shareholders for approval the list of auditing companies to audit the Company's 2025 Financial Statements as follows:

- 2.1. An Viet Auditing Company Limited;
- 2.2. VACO Auditing Company Limited;
- 2.3. International CPA Company Limited (iCPA).

We respectfully request that the General Meeting of Shareholders assign the Company's Board of Directors to select one of the above auditing companies to audit the Company's 2025 Financial Statements.

Respectfully submit to the General Meeting of Shareholders for consideration and approval./.

Recipient:

- As above;
- VICEM (for reporting);
- Board of Directors of the Company;
- Save: VT, BKS.

**TM. BOARD OF SUPERVISION
PREFECT**

Trinh Thi Huong



Number: /TTr-HĐQT

Hai Phong, date month year 2025

DRAFT

SUBMISSION

On amending and supplementing the Charter of organization and operation of the Company

To: Annual General Meeting of Shareholders of Hai Phong Cement Transport Service Trading Joint Stock Company

Pursuant to Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;

Pursuant to Decree No. 167/2024/ND-CP dated December 26, 2024 amending and supplementing a number of articles of Decree No. 91/2015/ND-CP dated October 13, 2015 of the Government on state capital investment in enterprises and management and use of capital and assets at enterprises, as amended and supplemented by Decree No. 32/2018/ND-CP dated March 8, 2018 of the Government and Decree No. 140/2020/ND-CP dated November 30, 2020 of the Government;

Pursuant to the Charter of organization and operation of Hai Phong Cement Transport Service Trading Joint Stock Company approved by the 2023 Annual General Meeting of Shareholders .

The Board of Directors of Hai Phong Cement Transport Service Trading Joint Stock Company respectfully submits to the General Meeting of Shareholders the Amendment and Supplement to the Company Charter as follows:

Based on the review of the Company Charter, the Board of Directors finds that the provisions of the Company Charter need to be reviewed and amended to comply with the provisions of Decree No. 167/2024/ND-CP dated December 26, 2024.

The detailed content of the provisions on Amendments and Supplements to the Company Charter is presented in the Appendix attached to this Proposal. The provisions of the amended and supplemented Company Charter will take effect from the date of approval by the General Meeting of Shareholders.

Respectfully submit to the General Meeting of Shareholders for consideration and approval.

Recipient:

- As per your request;
- VICEM (for reporting);
- Board of Directors, Board of Supervisors of the Company;
- Save: VT.

**TM. BOARD OF DIRECTORS
CHAIRPERSON**

Pham Dang Loi

**AMENDMENTS AND SUPPLEMENTS TO THE CHARTER
HAI PHONG CEMENT TRADING SERVICES JOINT STOCK COMPANY**

(Attached to Submission No. /TTr-HĐQT, dated //2025)

TT	Current charter content	Content of proposed amendments and supplements	Explain
1	Add one more point right after point 5 of Chapter XIII. Article 46. Profit distribution	<p>6. Annual dividend and after-tax profit distribution plan is as follows:</p> <ul style="list-style-type: none"> - Divide profits among associated capital contributors according to the provisions of the signed economic contract (if any); - Offset losses of previous years that have expired and are deductible from pre-tax profits according to regulations; - Up to 30% is allocated to the enterprise development investment fund; <p>Deducting reward funds, welfare funds for employees in enterprises, and bonus funds for enterprise managers according to Government regulations on labor, wages, remuneration, and bonuses for companies with State-controlled shares and capital contributions.</p> <ul style="list-style-type: none"> - The remaining profit is distributed in cash and shares to shareholders and capital contributors. Dividends in shares are only applied and implemented when the company implements group A projects approved by competent authorities. 	To comply with Decree No. 167/2024/ND-CP dated December 26, 2024 of the Government amending and supplementing a number of articles of the Decrees

2	“6. Other issues related to profit distribution are carried out in accordance with the provisions of law.” moved to point 7.	7. Other issues related to profit distribution are carried out in accordance with the provisions of law.	In accordance with the order of contents in Article 46. Distribution of profits
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Number: / TTr-HĐQT

Hai Phong, date month year 2025

DRAFT

SUBMISSION

Regarding the approval of transaction contracts between the Company and related parties

**To: General Meeting of Shareholders
Hai Phong Cement Transport Service Trading Joint Stock Company**

- Pursuant to Enterprise Law No. 59/2020/QH14, dated June 17, 2020;
- Pursuant to the Charter of organization and operation of Hai Phong Cement Transport Service Trading Joint Stock Company.
- Based on the requirements of organization, operation and management of Hai Phong Cement Transport Service Trading Joint Stock Company.

In the course of production and business, the Company regularly enters into transactions with companies in which Vietnam Cement Corporation owns more than 10% of controlling shares. Contracts and transactions with related parties with a value of 35% or more of the total value of the Company's assets in the most recent financial report are under the authority of the General Meeting of Shareholders as prescribed in Clause 1 and Clause 3, Article 167 of the Law on Enterprises.

In order to comply with the provisions of law and the Company's Charter, and at the same time meet the requirements and business efficiency. The Board of Directors respectfully submits to the General Meeting of Shareholders for approval to assign the Board of Directors to approve, direct and supervise the Director to sign and execute economic contracts with related persons. The Board of Directors is responsible for reporting to the General Meeting of Shareholders at the nearest meeting.

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

Recipient:

- As above;
- VICEM (for reporting);
- Board of Directors of the Company;
- Luu VT, Company Secretary.

**On behalf of the Board of Directors
CHAIRPERSON**

Pham Dang Loi



VOTING BALLOT

AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS HAI PHONG CEMENT TRADING SERVICES JOINT STOCK COMPANY

I. SHAREHOLDER INFORMATION

- Name of shareholder/representative:
- Shareholder code:
- Number of voting shares: shares

II. CONTENT OF VOTING

STT	Content	Agree	Disagree	No comments
01	Approval of the 2024 Business Performance Report			
02	Approval of 2025 production and business plan			
03	Approval of the Board of Directors' 2024 Operational Report and 2025 Operational Plan.			
04	Approval of the Board of Supervisors' 2024 Performance Report and 2025 Operation Plan			
05	Approval of the 2024 Independent Member Board of Directors Evaluation Report			
06	Approval of the 2024 audited financial statements according to Submission No. /TTr-HĐQT dated			
07	Approval of the 2024 profit distribution plan according to Submission No. /TTr-HĐQT dated			
08	Approving the remuneration level for the Board of Directors, Board of Supervisors, the administrator and the Company's secretary in 2024 and the remuneration payment plan in 2025 according to Submission No. /TTr-HĐQT dated			
09	Approving the selection of an auditor for the 2025 Financial Statements according to Submission No. /TTr-HĐQT dated			
10	Through amendments and supplements to the Company's operating charter			
11	Approving the production and business plan, investment and construction for the period 2026-2030			
12	Through transaction contracts between the Company and related parties according to report No. /TTr-HĐQT dated			

Hai Phong, date month year 2025.

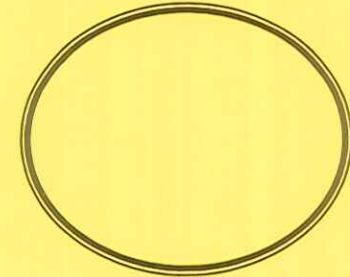
Shareholder sign, full name



ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025

HAI PHONG CEMENT TRADING AND TRANSPORTATION JOINT STOCK COMPANY

VOTING CARD



SHAREHOLDER/SHAREHOLDER REPRESENTATIVE:

..... Share

*(Note: This vote is only valid at the Annual General Meeting of Shareholders on April 28, 2025.
The number of votes above corresponds to the number of seats of shareholders attending the meeting)*



No: /TB-HĐQT Hai Phong, date month year 2025

NOTIFICATION

**Regarding nomination/candidate for personnel to elect additional members of
the Board of Directors for the 2023-2028 term
of Hai Phong Cement Transport Service Trading Joint Stock Company**

*Pursuant to the Enterprise Law No. 59/2020/QH14 passed by the National Assembly
of the Socialist Republic of Vietnam on June 17, 2020.*

*Pursuant to the Charter of organization and operation of Hai Phong Cement
Transport Service Trading Joint Stock Company;*

The Board of Directors of Hai Phong Cement Transport Service Trading Joint Stock
Company has received the resignation letter of 01 independent member of the Board of
Directors for the term 2023 - 2028. The General Meeting of Shareholders will elect additional
independent members of the Board of Directors for the term 2023 - 2028 as follows:

- Number of additional independent members of the Board of Directors elected for the
2023-2028 term: 01 member. The Board of Directors would like to notify shareholders of the
nomination of candidates to participate in the election of additional members of the Board of
Directors for the 2023-2028 term of Hai Phong Cement Transport Service Trading Joint Stock
Company, as follows:

**1. Conditions for nomination and candidacy for independent member of the
Board of Directors :**

- According to the provisions of the Company Charter.

**2. Standards for candidates nominated and running for independent members of
the Board of Directors :**

- Independent members of the Board of Directors must meet the standards and
conditions prescribed in the Company Charter.

**3. Application for candidacy and nomination of independent members of the
Board of Directors .**

- Application for candidacy or nomination to join the Board of Directors (according to
form);

- CV self-declared by candidate (according to form);

- List of Companies in which the candidate is holding the position of Board member, other management positions and interests related to the Company (if any)
- Commitment letter of the candidate for Board of Directors Member
- Copy of ID card / Citizen identification card , permanent residence registration (or long-term temporary residence registration) and degrees, diplomas and certificates certifying cultural and professional qualifications.

- Nomination and candidacy documents should be sent to Hai Phong Cement Transport Service Trading Joint Stock Company before 4:00 p.m. on April 17, 2025. at the following address:

HAI PHONG CEMENT TRANSPORTATION SERVICE TRADING JOINT STOCK COMPANY

Address: 290 Hanoi Street, So Dau Ward, Hong Bang District, Hai Phong City.

Phone: (0225) 3540 445 -Fax: (0225) 3540 417

The Organizing Committee will compile a list of eligible individuals to be nominated and included in the official election list at the 2025 Annual General Meeting of Shareholders. Please be informed.

**On behalf of the Board of Directors
CHAIRPERSON**

Pham Dang Loi

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness



NOMINATION FORM
CANDIDATES FOR THE BOARD OF DIRECTORS
HAI PHONG CEMENT TRADING SERVICES JOINT STOCK COMPANY

**To: Organizing Committee of the 2025 Annual General Meeting of Shareholders
 Hai Phong Cement Transport Service Trading Joint Stock Company**

Today, on.../.../2025....., we are shareholders of Hai Phong Cement Transport Service Trading Joint Stock Company, together holding shares, accounting for% of the Company's voting shares, whose names are listed in the attached list, and unanimously agree to nominate::

Grandparents):
 ID card/CCCD number:Date of issue:.....Place of issue:.....
 Permanent address:
 Education:Major.....
 Currently owns:.....shares (In words)

To be a candidate to participate in the independent membership of the Board of Directors at Hai Phong Cement Transport Service Trading Joint Stock Company for the term 2023-2028 for election at the 2025 Annual General Meeting of Shareholders.

At the same time we agree to nominate:
 Grandparents):
 ID card/CCCD number:Date of issue:.....Place of issue:.....
 Permanent address:
 Currently owns:.....shares (In words)

Act as group representative to carry out nomination procedures in accordance with regulations on nomination to the Board of Directors of Hai Phong Cement Transport Service Trading Joint Stock Company.

....., *date month year 2025*
SHAREHOLDER GROUP
REPRESENTATIVE
 (Sign and print full name)

Note:

Nominations must be sent to the Congress Organizing Committee before 4:00 p.m. on April 17, 2025 at 290 Hanoi Street, So Dau Ward, Hong Bang District, Hai Phong City, Phone 02253540445, Fax 02253540417.



LIST OF NOMINATED SHAREHOLDERS

(Nominee:)

Shareholders	ID card/Business registration	Address	Number of shares owned	Sign
		Total		

....., date month year 2025

SHAREHOLDER GROUP REPRESENTATIVE
(Sign and print full name)



SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

APPLICATION
JOIN THE BOARD OF DIRECTORS
HAI PHONG CEMENT TRADING SERVICES JOINT STOCK COMPANY

**To: Organizing Committee of the 2025 Annual General Meeting of Shareholders
 Hai Phong Cement Transport Service Trading Joint Stock Company**

Full name:
 ID card/CCCD number:Date of issue:.....Place of issue:.....
 Permanent address:
 Education:Major.....
 Currently owns:.....shares (In words)

Pursuant to the provisions of the Enterprise Law and the Company Charter. I hereby apply for the position of: Independent Member of the Board of Directors of Hai Phong Cement Transport Service Trading Joint Stock Company. I hereby certify that I have all the qualifications and conditions to apply for the position of the Board of Directors of the company. I undertake to be responsible for the accuracy and truthfulness of the content of the attached documents and at the same time undertake to fully comply with the provisions of the Company Charter and the Regulations on the election of members of the Board of Directors at the 2025 Annual General Meeting of Shareholders of Hai Phong Cement Transport Service Trading Joint Stock Company.

Thank you very much!

Hai Phong, date month year 2025

CANDIDATE

(Sign and print full name)

Attached documents:

1. CV declared by the candidate; Permanent residence registration/Temporary residence registration or equivalent documents
2. Valid copies of the applicant's ID card and certificates certifying his/her educational qualifications
3. Candidate's commitment.

Note:

Nominations must be sent to the Congress Organizing Committee before 4:00 p.m. on April 17, 2025 at 290 Hanoi Street, So Dau Ward, Hong Bang District, Hai Phong City, Phone 0225.3540445, Fax 0225.3540417.