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TRANSIMEX
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INFORMATION DISCLOSURE REGULATIONS OF TRANSIMEX CORPORATION

(Issued together with Resolution No. 115/NQ.HĐQT NK6-TMS dated 24th June 2026 of the Board of Directors of Transimex Corporation)

Ho Chi Minh City, June 24th, 2026

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CHAPTER I – GENERAL PROVISIONS

Article 1. Scope of regulation and applicable entities

1. Scope of regulation:

These Regulations provide for the disclosure of information by the Company on the Vietnamese securities market. They also provide for coordination among the Company's departments, affiliated units, individuals and other relevant persons in the performance of information disclosure obligations.

2. Applicable Entities:

These Regulations apply to:

a. Persons responsible for information disclosure.

b. The Company's departments and affiliated units.

c. Internal persons, related persons of internal persons, major shareholders, and groups of related persons holding 5% or more of the Company's voting shares.

Article 2. Reference documents

a. Law on Enterprises No. 59/2020/QH14 dated 17th June 2020.

b. Law on Securities No. 54/2019/QH14 dated 26th November 2019.

c. Decree No. 155/2020/ND-CP dated 31st December 2020 of the Government detailing the implementation of certain articles of the Law on Securities.

d. Circular No. 96/2020/TT-BTC dated 16th November 2020 of the Ministry of Finance providing guidance on information disclosure in the securities market ("Circular 96").

e. Decision No. 450/QD-UBCK dated 14th July 2021 of the State Securities Commission of Vietnam promulgating the Regulations on the Use of the State Securities Commission of Vietnam's Information Disclosure System.

f. Regulations on Information Disclosure at the Vietnam Stock Exchange, issued together with Decision No. 21/QD-SGDVN dated 21st December 2021.

g. Regulations on Listing and Trading of Listed Securities, issued together with Decision No. 17/QD-HĐTV dated 31st March 2022 of the Members' Council of the Vietnam Stock Exchange.

h. Regulations on the Exercise of Rights by Securities Holders at the Vietnam Securities Depository and Clearing Corporation.

i. The Charter and Internal Regulations on Corporate Governance of Transimex Corporation.

Article 3: Abbreviations

a.	Company	: Transimex Corporation.
b.	SSC	: State Securities Commission of Vietnam.
c.	IDS	: Information Disclosure System of the State Securities Commission of Vietnam.
d.	VNX	Vietnam Stock Exchange.
e.	HSX/HOSE	: Ho Chi Minh City Stock Exchange.
f.	ECM	: Electronic document management system of the Ho Chi Minh City Stock Exchange.
g.	VSDC	: Vietnam Securities Depository and Clearing Corporation.

h.	VSM	: Vietnam Securities Market.
i.	ID	: Information Disclosure
j.	BOD	: Board of Directors
k.	FS	: Financial Statements
l.	MS	: Major Shareholder
m.	TS	: Treasury Shares.
n.	GMS	: General Meeting of Shareholders
o.	IP	: Internal Person
p.	RP	: Related Person

Article 4. Interpretation of terms

For the purposes of these Regulations, the following terms shall have the meanings set out below:

1. **"Company"** means Transimex Corporation.

2. **"Internal Persons of the Company"** include:

a. The Chairman of the Board of Directors, members of the Board of Directors, the Legal Representative, the General Director, Deputy General Director, the Chief Financial Officer, the Chief Accountant and equivalent managerial positions elected by the General Meeting of Shareholders or appointed by the Board of Directors;

b. Members of the Internal Audit Committee;

c. The Company Secretary, the Person in charge of Corporate governance and the person authorized to disclose information.

3. **"ID Date"** means the date on which the information appears through any of the information disclosure means prescribed in Article 6 of these Regulations.

4. **"Report Date for ID"** means the date on which the relevant information is sent by fax or email, received through the SSC's Information Disclosure System or HOSE's information disclosure means, or the date on which the SSC or HOSE receives the written report, whichever occurs first.

5. **"Documents in written form"**: A valid document means an original or a valid copy. A valid document must satisfy the following requirements:

a. In the case of a document issued by an individual: the document must state the individual's full name and bear such individual's signature.

b. In the case of a document issued by an organization: the document must contain confirmation by an authorized person, including such person's full name, title, signature and seal (if any).

6. **"Scanned documents used for ID"** must contain all contents required for valid documents.

7. **"Electronic data used for ID"** means data in Word, Excel or PDF format, provided that Word and Excel files use Unicode encoding.

8. **"Person Responsible for ID"** means the Legal Representative of the Company or the person authorized to disclose information. The Legal Representative of the Company shall be responsible for the accuracy, timeliness and completeness of information disclosed by the authorized person.

9. **"Related Persons"** means individuals or organizations having relationships with each other in any of the following circumstances:

a. An enterprise and its internal persons;

b. An enterprise and any organization or individual holding more than 10% of such enterprise's voting shares or contributed capital;

c. Organizations or individuals where, in their relationship with another organization or individual, they directly or indirectly control, are controlled by, or are under common control with such other organization or individual;

d. An individual and such individual's biological father, biological mother, adoptive father, adoptive mother, father-in-law, mother-in-law, father-in-law of the wife, mother-in-law of the wife, spouse, biological children, adopted children, daughters-in-law, sons-in-law, biological brothers, biological sisters, biological younger siblings, brothers-in-law, sisters-in-law, elder sisters-in-law and younger sisters-in-law;

e. A contractual relationship in which one organization or individual acts as a representative of another organization or individual;

f. Other organizations or individuals that are related persons as prescribed in the Law on Enterprises No. 59/2020/QH14.

10. **"Approved Audit Organization"** means an independent audit organization included in the list of audit organizations approved by the SSC to conduct audits in accordance with the Law on Securities and laws on independent auditing.

Article 5. Principles of information disclosure

1. ID must be full, accurate and timely in accordance with applicable laws.

2. The entities subject to ID obligations as prescribed in Clause 2, Article 1 of these Regulations shall be responsible for the content of the information disclosed. Where there is any change to the content of information already disclosed, such entities shall disclose the amended information and the reasons for such changes as compared with the information previously disclosed.

3. When disclosing information, the entities subject to ID obligations as prescribed in Clause 2, Article 1 of these Regulations shall simultaneously report to the SSC and HSX on the contents of the information disclosed, including all information required by applicable laws.

4. Personal information, including citizen identity card numbers, military identity card numbers, valid passport numbers, contact addresses, permanent residential addresses, telephone numbers, fax numbers, email addresses, securities trading account numbers, securities depository account numbers, bank account numbers, foreign investor trading codes, and information relating to foreign-invested economic organizations holding more than 50% of charter capital, may only be disclosed with the consent of the relevant persons.

5. Where disclosed information includes the personal information prescribed in Clause 4 of this Article 5 and the relevant information disclosure entities do not consent to the public disclosure of such information, they must submit two (02) sets of documents to the SSC and HOSE, including: (i) one (01) report on information disclosure containing all personal information; and (ii) one (01) report excluding personal information, for the SSC and HOSE to publicly disclose the information.

6. Information shall be disclosed in both Vietnamese and English.

Article 6. Means of information disclosure

NO.	ID Recipient	Means of ID
1	The Company.	The Company's website.(*)
2	State Securities Commission of Vietnam.	The State Securities Commission of Vietnam's Information Disclosure System – IDS.
3	HoChiMinh Stock Exchange.	The HoChiMinh Stock Exchange's website – ECM System.
4	Other mass media, as prescribed by law in certain cases.	The website of the Vietnam Securities Depository and Clearing Corporation.
5		Printed newspapers, online newspapers, etc.

(*) Notes:

a . *Where an ID obligation arises on a non-working day or public holiday, the Company shall still disclose the relevant information on its website on such non-working day or public holiday in accordance with applicable laws. The Company shall fully perform its ID obligations in accordance with applicable laws on the first working day immediately following such non-working day or public holiday.*

b . *Upon establishing its website, the Company shall report to the SSC and HSX, and publicly disclose the website address and any changes relating thereto, within three **(03) working days** from the date of completion of the establishment of the website or from the date of such change to the website address.*

c . *The website must display the time at which information is posted and must ensure that investors can easily search for and access data available on the website.*

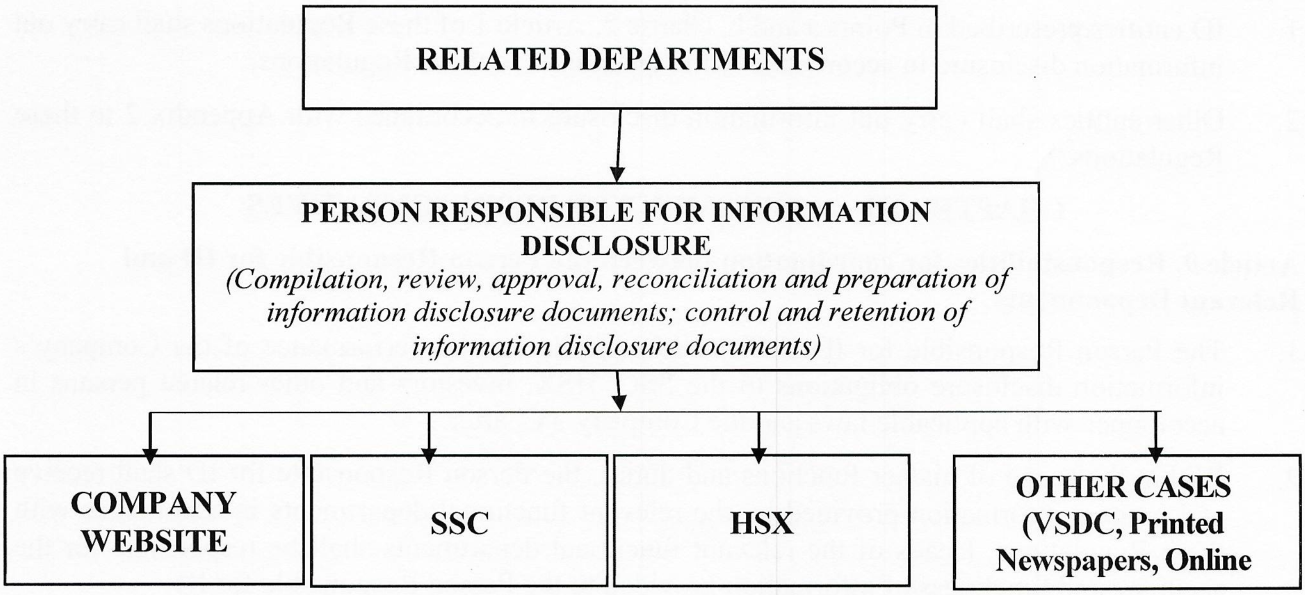
d . *Periodic information disclosures and information concerning public company registration must be retained in written form (if any) and electronic data form for at least ten (10) years. Such information must be retained and remain accessible on the information disclosure entity's website for at least five (05) years.*

e . *e. Extraordinary information disclosures, disclosures upon request and other activities must be retained and remain accessible on the information disclosure entity's website for at least five (05) years.*

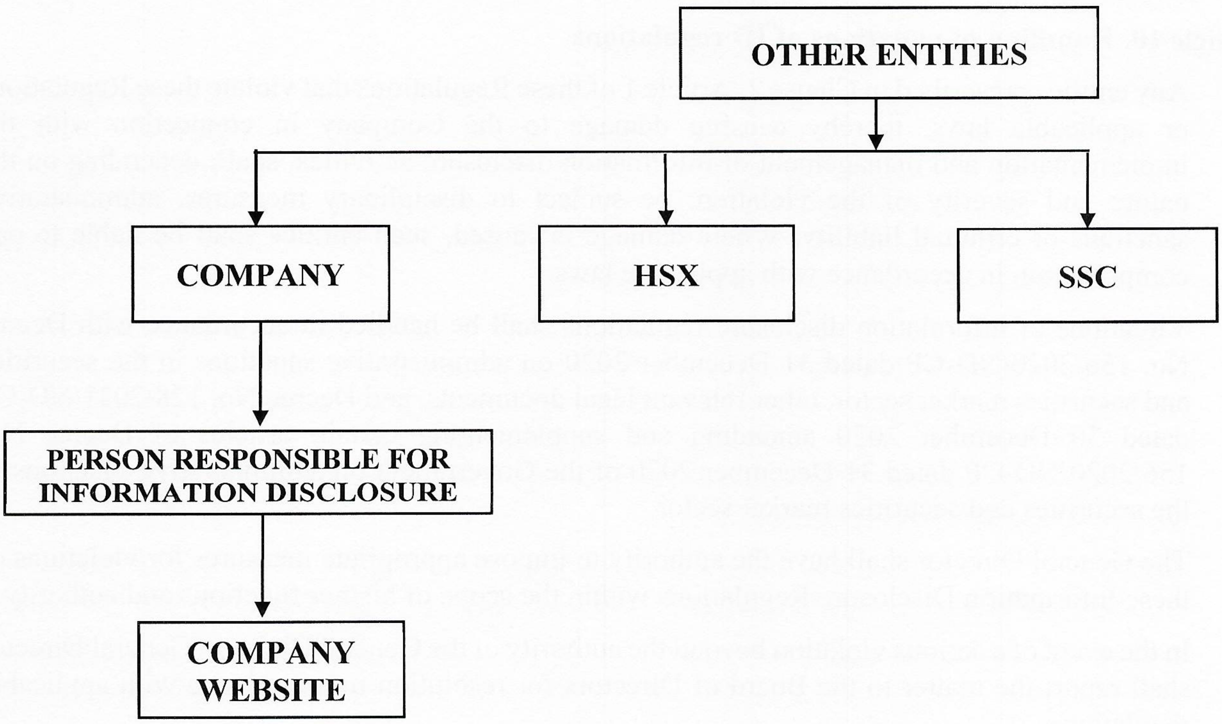
CHAPTER II – CONTENT OF INFORMATION DISCLOSURE

Article 7. Implementation procedures

1. **Applicable to the relevant ID entities prescribed in Points a and b, Clause 2, Article 1 of these Regulations.**



2. Applicable to other entities (**).



Note: ⟶ : Submitted directly to the Company, the SSC and HSX.

⟶: The Person Responsible for ID shall receive information from other entities, review such information and disclose it on the Company's website.

(**) *Other entities are those prescribed in Point c, Clause 2, Article 1 of these Regulations, including internal persons, related persons of internal persons, major shareholders, and groups of related persons holding 5% or more of the Company's voting shares.*

Điều 8: Contents of information disclosure

1. ID entities prescribed in Points a and b, Clause 2, Article 1 of these Regulations shall carry out information disclosure in accordance with Appendix 1 to these Regulations.
2. Other entities shall carry out information disclosure in accordance with Appendix 2 to these Regulations.

CHAPTER III – ASSESSMENT OF REPRESENTATIVES

Article 9. Responsibilities for coordination between the Person Responsible for ID and Relevant Departments

1. The Person Responsible for ID shall be responsible for the performance of the Company's information disclosure obligations to the SSC, HSX, investors and other related persons in accordance with applicable laws and the Company's Charter.
2. Within the scope of his/her functions and duties, the Person Responsible for ID shall receive and process information provided by the relevant functional departments in accordance with these Regulations. Heads of the relevant functional departments shall be responsible for the accuracy and timeliness of information provided to the Person Responsible for ID.
3. In respect of extraordinary information and information required to be disclosed upon request, the relevant departments where the information arises shall be responsible for providing such information to the Person Responsible for ID within three (03) hours from the occurrence of the ID event.

Article 10. Handling of violations of ID regulations

1. Any entities prescribed in Clause 2, Article 1 of these Regulations that violate these Regulations or applicable laws, thereby causing damage to the Company in connection with the implementation and management of information disclosure activities, shall, depending on the nature and severity of the violation, be subject to disciplinary measures, administrative sanctions or criminal liability. Where damage is caused, such entities shall be liable to pay compensation in accordance with applicable laws.
2. Violations of information disclosure regulations shall be handled in accordance with Decree No. 156/2020/ND-CP dated 31 December 2020 on administrative sanctions in the securities and securities market sector, other relevant legal documents, and Decree No. 128/2021/ND-CP dated 30 December 2020 amending and supplementing certain articles of Decree No. 156/2020/ND-CP dated 31 December 2020 of the Government on administrative sanctions in the securities and securities market sector.
3. The General Director shall have the authority to impose appropriate measures for violations of these Information Disclosure Regulations within the scope of his/her functions and authority.
4. In the event of a serious violation beyond the authority of the General Director, General Director shall report the matter to the Board of Directors for resolution in accordance with applicable regulations.

Article 11. Authority to handle violations

1. For violations committed by the Person Responsible for ID: such violations shall be handled in accordance with applicable laws and within the authority of the Board of Directors.
2. For violations committed by individuals under the relevant departments: such violations shall be handled in accordance with applicable laws and within the authority of the General Director.

Article 12: Implementation

1. Based on the contents of these Regulations, relevant entities shall be responsible for implementing these Regulations.
2. Where legal provisions relating to information disclosure obligations have not been addressed in these Regulations, or where new legal provisions differ from the provisions of these Regulations, such legal provisions shall automatically apply and govern the information disclosure obligations of the relevant entities subject to information disclosure obligations.
3. Any amendment or supplementation to these Regulations shall be decided by the Chairman of the Board of Directors after approval by the Board of Directors.

Article 13: Effectiveness

1. These Regulations shall take effect from 24th June 2026.
2. Members of the Board of Directors, the Executive Board, relevant departments and individuals shall be responsible for implementing these Regulation.

ON BE HALF OF BOARD OF DIRECTORS
CHAIRMAN BOARD OF DIRECTORS

CÔNG TY CỔ PHẦN TRANSIMEX

Bùi Tuấn Ngọc

APPENDIX 01					
GUIDELINES FOR DISCLOSING INFORMATION BY RELEVANT DEPARTMENTS					
No.	**Content of Information Disclosure**	**Deadline for Information Disclosure**	**Time of Information Provision**	**Department Providing Information**	**Notes**
	A. PERIODIC INFORMATION DISCLOSURE				
	I. Financial Statements				
1	Quarterly financial statements (for parent companies or higher-level accounting units with subordinate accounting units that have their own accounting systems)	Maximum of 30 days from the end of the quarter	3 working days before the deadline	Accounting Department	
2	Reviewed quarterly financial statements (if any)	Within 5 days from the date the audit firm signs, but not exceeding 45 days from the end of the quarter	4 working days before the deadline	Accounting Department	
3	Reviewed semi-annual financial statements (for parent companies or higher-level accounting units with subordinate accounting units that have their own accounting systems)	Within 5 days from the date the audit firm signs, but not exceeding 60 days from the end of the first 6 months of the fiscal year	4 working days before the deadline	Accounting Department	
4	Audited annual financial statements	Within 10 days from the date the audit firm signs, but not exceeding 90 days from the end of the fiscal year	4 working days before the deadline	Accounting Department	
5	Note: When disclosing financial statements, the reason must be explained in the following cases: - The after-tax profit in the Income Statement for the reporting period changes by 10% or more compared to the same period of the previous year; - The after-tax profit in the reporting period is a loss; or changes from a profit in the same period of the previous year to a loss in this period or vice versa; - The after-tax profit in the reporting period differs by 5% or more before and after auditing or review, changing from a loss to a profit or vice versa.	*Information must be disclosed simultaneously with the financial statements requiring explanation*	According to the deadline of the financial statements	Finance Department Accounting Department	
	II. Annual Report				
6	Annual Report	No later than 20 days after the date of publication of the audited annual financial statements, but not exceeding 110 days from the end of the financial year.	3 working days before the deadline	Board of Directors Office of the Board of Trustees Finance Department Accounting Department	
	III. Corporate governance report				
7	Semi-Annual Corporate Governance Report	No later than 30 days from the end of the first six months of the calendar year	7 working days before the expiration date	Legal Department Company Administrator Company Secretary	
8	Annual Corporate Governance Report	No later than 30 days from the end of the calendar year	7 working days before the expiration date	Legal Department Company Administrator Company Secretary	
9	Table providing information on corporate governance according to Form NY-02 - One report - One electronic data file in Excel format	*Attach the Corporate Governance Report to the Ho Chi Minh City Stock Exchange*	7 working days before the expiration date	Legal Department Company Administrator Company Secretary	
	IV.General Shareholders' Meeting				
10	Disclosure of information regarding the list of shareholders entitled to attend the General Meeting	At least 20 days before the final registration date	5 days before the expiration date (25 days prior)	Board of Directors Office Finance Department	
11	Documents for the General Meeting of Shareholders	No later than 21 days before the opening date of the General Meeting of Shareholders (Unless the Company's Articles of Association stipulate a longer period)	7 days before the expiration date (28 days prior)	General Management Board Board of Directors Office Finance Department Accounting Department	

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No.	**Content of Information Disclosure**	**Deadline for Information Disclosure**	**Time of Information Provision**	**Department Providing Information**	**Notes**
12	Minutes of the meeting and Resolutions of the General Meeting of Shareholders and the set of documents approved at the General Meeting In the event that the General Meeting of Shareholders approves delisting, the company must disclose information about the delisting along with the approval percentage of shareholders who are not major shareholders.	Within 24 hours of the adoption of the Resolution and Minutes of the General Meeting of Shareholders	6 working hours before the expiration date (office shift)	Person in charge of corporate governance Company Secretary	
	V. Collecting shareholder opinions in writing.				
13	Disclosure of information regarding the list of shareholders entitled to attend the General Meeting of Shareholders	At least 10 days before the final registration date	15 days before the last registration date	Board of Directors Office Finance Department	
14	Opinion poll, draft resolution of the General Meeting of Shareholders and explanatory documents for the draft resolution	No later than 10 days before the deadline for resubmitting the opinion poll ballot (unless the Company Charter specifies a longer period)	15 days before the last registration date	Board of Directors Office Finance Department	
15	Minutes of vote counting and resolution of the General Meeting of Shareholders In the event that the General Meeting of Shareholders approves delisting, the company must disclose information about the delisting along with the approval percentage of shareholders who are not major shareholders.	Within 24 hours of the adoption of the Resolution and the Minutes of the shareholder opinion poll	Before the expiration of 6 working hours (administrative shift)	Corporate Governance Officer Company Secretary	
	VI. List of State Shareholders, Strategic Shareholders, Major Shareholders, and Treasury Shares				
16	Report on State-Owned Enterprises, Strategic Shareholders, Major Shareholders, and Treasury Shares for Q1 of the Calendar Year	No later than March 10th (based on the shareholder list finalized as of February 28th)	Before March 6th	Board of Directors Office	
17	Report on State-Owned Enterprises, Strategic Shareholders, Major Shareholders, and Treasury Shares for Q2 of the Calendar Year	No later than June 10th (based on the shareholder list finalized as of May 31st)	Before June 6th	Board of Directors Office	
18	Report on State-Owned Enterprises, Strategic Shareholders, Major Shareholders, and Treasury Shares for Q3 of the Calendar Year	No later than September 10th (based on the shareholder list finalized as of August 31st)	Before September 6th	Board of Directors Office	
19	Report on State-Owned Enterprises, Strategic Shareholders, Major Shareholders, and Treasury Shares for Q4 of the Calendar Year	No later than December 10th (based on the shareholder list finalized as of November 30th)	Before December 6th	Board of Directors Office	
	B. DISCLOSURE OF UNUSUAL INFORMATION				
20	The company's account at a bank or foreign bank branch is frozen at the request of a competent authority or when the payment service provider detects signs of fraud or violations of the law related to the payment account; the account is allowed to resume operation after being frozen.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Accounting Department	
21	Upon receiving a document from a competent state agency or when the company has a decision to temporarily suspend part or all of its business operations.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Accounting Department Human Resources & Administration Department	
22	Changes to the business registration details.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Legal Department - Board of Directors Office	
23	Disclosure of information regarding changes to, amendments to, or supplements to the Business Registration Certificate, Establishment and Operation License, or Operating License according to Appendix III - Decision No. 21/QD-SGDVN.	Please submit a valid copy of the Business Registration Certificate/Establishment and Operation License or the amended Operating License to the Stock Exchange.	Before the end of the 6-hour workday (office shift)	Legal Department - Board of Directors Office	
24	Suspension or revocation of the Business Registration Certificate; Establishment and Operation License or Operating License;	Within 24 hours	Before the end of the 6-hour workday (office shift)	Legal Department - Board of Directors Office	
25	Decision to repurchase shares or sell treasury shares	Within 24 hours	Before the end of the 6-hour workday (office shift)	Finance Department Accounting Department	
26	Decisions regarding the date for exercising the right to purchase shares by bondholders with the right to purchase shares, or the date for converting convertible bonds into shares.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Finance Department Accounting Department	
27	Decisions regarding the offering of securities abroad and other decisions related to the offering and issuance of securities in accordance with the law on enterprises.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Finance Department Accounting Department	

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GUIDELINES FOR DISCLOSING INFORMATION BY RELEVANT DEPARTMENTS

No.	Content of Information Disclosure	Deadline for Information Disclosure	Time of Information Provision	Department Providing Information	Notes
28	Decisions regarding the dividend rate, form of dividend payment, and dividend payment schedule; decisions regarding stock splits and mergers.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Finance Department Accounting Department	
29	Decisions regarding the reorganization of enterprises (division, separation, merger, acquisition), dissolution of enterprises, and bankruptcy of enterprises.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Finance Department Accounting Department	
30	Decisions regarding changes to the tax code, company name, and company seal.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Legal Department - Board of Directors Office	
31	Decisions regarding changes to the location, establishment of new or closure of the head office, branches, factories, and representative offices.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Legal Department - Board of Directors Office Human Resources & Administration Department	
32	Decisions regarding the issuance, amendment, and supplementation of the Company Charter	Within 24 hours	Before the end of the 6-hour workday (office shift)	Legal Department - Board of Directors Office Unit Management Board	
33	Decisions regarding the strategy, medium-term development plan, and annual business plan of the company.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Legal Department - Board of Directors Office	
34	Decisions to change the accounting period or applicable accounting policies (except for changes in applicable accounting policies due to changes in legal regulations).	Within 24 hours	Before the end of the 6-hour workday (office shift)	Board of Directors Finance Department	
35	Notification of the auditing firm that has signed the contract to audit the annual financial statements or a change of auditing firm (after the contract has been signed).	Within 24 hours	Before the end of the 6-hour workday (office shift)	Board of Directors Accounting Department	
36	Cancellation of a signed audit contract.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Board of Directors Accounting Department Finance Department	
37	Results of retrospective adjustments to the financial statements (if any).	Within 24 hours	Before the end of the 6-hour workday (office shift)	Board of Directors Accounting Department Finance Department	
38	Opinions that are not unqualified opinions of the auditor on the financial statements.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Board of Directors Accounting Department Finance Department	
39	Decisions to participate in capital contribution to establish, purchase to increase ownership in a company resulting in that company becoming a subsidiary or associate company, or to sell to reduce ownership in a subsidiary or associate company resulting in that company no longer being a subsidiary or associate company, or to dissolve the subsidiary or associate company.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Board of Directors Accounting Department Finance Department	
40	Companies registering their company model and type of financial reporting must disclose information after the first trading day of registration or re-register the type of financial reporting when changing their company model (due to capital contribution to establish, purchase to increase ownership in a company resulting in that company becoming a subsidiary, joint venture, or associate company, or sale to reduce ownership in a subsidiary or associate company resulting in that company no longer being a subsidiary, joint venture, or associate company, or dissolution of a subsidiary, joint venture, or associate company, or establishment or dissolution of a subsidiary unit) according to the form in Appendix IV - Decision No. 21/QD-SGDVN.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Board of Directors Accounting Department Finance Department	
41	Decisions of the General Meeting of Shareholders or the Board of Directors approving contracts and transactions between the company and insiders or related parties of insiders or related parties of public companies;	Within 24 hours	Before the end of the 6-hour workday (office shift)	Board of Directors Director Finance Department Legal Department - Office of the Board of Directors	
42	Changes in the number of outstanding voting shares. The disclosure schedule is as follows:	Within 24 hours	Before the end of the 6-hour workday (office shift)	Finance Department	

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GUIDELINES FOR DISCLOSING INFORMATION BY RELEVANT DEPARTMENTS					
No.	**Content of Information Disclosure**	**Deadline for Information Disclosure**	**Time of Information Provision**	**Department Providing Information**	**Notes**
43	- In the case of a company issuing additional shares or convertible bonds, or converting preferred shares into shares, the disclosure period begins from the time the company reports the issuance results or conversion results to the State Securities Commission in accordance with the law on securities issuance;	Within 24 hours	Before the end of the 6-hour workday (office shift)	Finance Department	
44	- In the case of a company repurchasing its own shares or selling treasury shares, the disclosure period begins from the time the company reports the results of treasury share transactions in accordance with the law on treasury share transactions;	Within 24 hours	Before the end of the 6-hour workday (office shift)	Finance Department	
45	- In the case of a company repurchasing shares from employees under an employee stock option program or repurchasing odd shares of the company through a securities company; or a securities company repurchasing its own shares at the request of a client or to correct a transaction error, the company shall disclose the information within the first 10 days of the month based on completed transactions and updated to the disclosure date.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Finance Department	
46	Decisions on changes, new appointments, reappointments, and dismissals of internal personnel.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Legal Department - Office of the Board of Directors	
47	The company receives a resignation letter from an insider (the company needs to specify the effective date as stipulated in the Enterprise Law and the company's charter).	Within 24 hours	Trước thời điểm hết thời hạn 6 giờ làm việc (ca hành chính)	Legal Department - Office of the Board of Directors	
48	The company sends (hard copy) to the State Securities Commission the information sheet of the new insider (if any) according to Appendix III - Circular 96.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Insider Office of the Board of Directors	
49	The company sends to the Stock Exchange the information sheet (in case of appointing a new insider) according to Appendix III - Circular 96.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Insider Office of the Board of Directors	
50	In case of a change in the related party of an insider, the company reports the change in the related party of the insider to the Stock Exchange according to Appendix II - Decision No. 21/QD-SGDVN dated December 21, 2021.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Insider Office of the Board of Directors	
51	In the case of a member of the Board of Directors or Supervisory Board submitting a resignation letter before the date of appointment.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Board of Directors Member/Supervisory Board Member Office of the Board of Directors	
52	Decisions to buy or sell assets or conduct transactions with a value exceeding 15% of the company's total assets shall be based on the most recent audited annual financial statement or the most recent reviewed six-month financial statement. In the case of a public company that is the parent company, the decision shall be based on the consolidated financial statement;	Within 24 hours	Before the end of the 6-hour workday (office shift)	Board of Directors Office Finance Department Accounting Department	
53	Receive a decision to initiate legal proceedings against the company or its insiders; temporary detention or criminal prosecution of company insiders;	Within 24 hours	Before the end of the 6-hour workday (office shift)	Legal Department - Board of Directors Office Human Resources & Administration Department	
54	Receive a legally effective judgment or decision of the Court related to the company's operations;	Within 24 hours	Before the end of the 6-hour workday (office shift)	Legal Department - Board of Directors Office Human Resources & Administration Department	
55	Decision to impose penalties for violations of tax laws;	Within 24 hours	Before the end of the 6-hour workday (office shift)	Accounting Department	
56	The company receives notification from the Court of acceptance of the application for initiating bankruptcy proceedings.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Legal Department - Board of Directors Office Human Resources & Administration Department	

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GUIDELINES FOR DISCLOSING INFORMATION BY RELEVANT DEPARTMENTS

No.	Content of Information Disclosure	Deadline for Information Disclosure	Time of Information Provision	Department Providing Information	Notes
57	In cases where a company becomes aware of an event or information affecting its own stock price, the company must confirm or correct that event or information;	Within 24 hours	Before the end of the 6-hour workday (office shift)	Legal Department - Office of the Board of Directors	
58	When other events occur that significantly affect the company's production, business operations, or governance;	Within 24 hours	Before the end of the 6-hour workday (office shift)	Finance Department	
59	Approval or cancellation of listing on a foreign stock exchange;	Within 24 hours	Before the end of the 6-hour workday (office shift)	Accounting Department"	
60	Decisions to increase or decrease charter capital;	Within 24 hours	Before the end of the 6-hour workday (office shift)	Legal Department - Office of the Board of Directors Finance Department Accounting Department	
61	Decisions to invest capital in an organization or project, borrow, lend, or conduct other transactions with a value of 10% or more of the company's total assets as shown in the most recent audited annual financial statement or the most recent reviewed semi-annual financial statement.	Within 24 hours	Before the end of the 6-hour workday (office shift)	Legal Department - Office of the Board of Directors Finance Department	
62	Decision to contribute capital worth 50% or more of the charter capital of an organization (determined according to the charter capital of the organization receiving the capital contribution before the time of contribution)	Within 24 hours	Before the end of the 6-hour workday (office shift)	Legal Department - Office of the Board of Directors Finance Department	
63	After changing the accounting period, the public company publishes financial statements for the period between the two accounting periods of the old and new fiscal years in accordance with the law on corporate accounting.	Within 10 days from the date the audit firm signs the agreement, but no later than 90 days from the start of the new fiscal year.	3 working days before the deadline	Accounting Department	
	C.DISCLOSURE OF INFORMATION UPON REQUEST				
64	At the request of the State Securities Commission, the Stock Exchange shall conduct an audit when:				
65	*1) An event occurs that seriously affects the legitimate interests of investors;*	Within 24 hours of receiving the request	Before the end of the 6-hour workday (office shift)	Legal Department - Office of the Board of Directors	
66	*2) There is information related to the company that significantly affects the stock price and that information needs to be verified.*	Within 24 hours of receiving the request	Before the end of the 6-hour workday (office shift)	Finance Department	
	D. DISCLOSURE REGARDING THE REGISTRATION DEADLINE FOR EXERCISING RIGHTS FOR EXISTING SHAREHOLDERS				
67	The listed company shall disclose information to the State Securities Commission, the Vietnam Securities Depository Center (VSDC), and report to the Ho Chi Minh City Stock Exchange (HOSE) on the expected record date for exercising the rights of shareholders and related documents.	At least 20 days before the expected record date (for exercising the right to attend the General Meeting of Shareholders)	5 working days before the expiration date	Office of the Board of Directors Finance Department	
		At least 10 working days before the expected record date (for exercising other rights)	3 working days before the expiration date	Office of the Board of Directors Finance Department	
68	The listed company shall send the following documents to the Ho Chi Minh City Stock Exchange (HOSE): a. One (01) copy of the company's shareholder register at the record date for exercising the rights according to the form CBTT/SGDHCM-09. b. One (01) copy of the electronic data in Excel format of the list of shareholders at the record date for exercising the rights.	Within 15 days from the last registration date	3 working days before the expiration date	Office of the Board of Directors Finance Department	
69	In case of cancellation of the notification regarding the record date for exercising the rights related to the exercise ratio and the record date for issuing shares to existing shareholders and cases related to adjusting the reference price on the ex-rights trading date according to the Securities Trading Guidance Regulations of the Stock Exchange, the company shall disclose and send a notification to the Stock Exchange stating the reason for cancellation.	Within 24 hours of notification, but no later than 5 working days before the last registration date	6 working hours before the expiration date (office shift)	Office of the Board of Directors Finance Department	

APPENDIX 01					
GUIDELINES FOR DISCLOSING INFORMATION BY RELEVANT DEPARTMENTS					
No.	**Content of Information Disclosure**	**Deadline for Information Disclosure**	**Time of Information Provision**	**Department Providing Information**	**Notes**
	E. DISCLOSURE OF INFORMATION REGARDING OTHER ACTIVITIES				
70	Disclosure of information regarding the offering, issuance, listing, registration of trading, and reporting of capital utilization.	According to the legal regulations on offering, issuing, listing, and registering securities for trading	efore the end of the 6-hour work period (office shift)	Finance Department Accounting Department	
71	Disclosure of information regarding foreign ownership ratios.	According to the securities law guiding foreign investment activities on the Vietnamese stock market	Before the end of the 6-hour work period (office shift)	Finance Department Accounting Department	
72	Disclosure of information regarding the repurchase of shares by the company itself and the sale of treasury shares.	According to the legal regulations on repurchasing one's own shares and selling treasury shares	Before the end of the 6-hour work period (office shift)	Finance Department Accounting Department	
73	Total assets (recorded in the accounting books) decreased by more than 10% due to the repurchase of shares by the company itself.	Disclose information and notify creditors within 15 days from the date of completion of payment	10 working days before the end of the period	Finance Department Accounting Department	

APPENDIX 2 – GUIDELINES ON INFORMATION DISCLOSURE BY OTHER ENTITIES

1. Information Disclosure Regarding Share Ownership by Major Shareholders and Groups of Related Persons Holding 5% or More of the Company's Voting Shares.

a. Any organization or individual becoming or ceasing to be a major shareholder, or any group of related persons holding 5% or more of the Company's voting shares, must disclose information and report the transaction to the Company, the SSC and HOSE in accordance with the form prescribed in **Appendix VII to Circular 96** attached to these Regulations, **within five (05) working days** from the date on which such organization or individual becomes or ceases to be a major shareholder.

b. b. Where a major shareholder or a group of related persons holding 5% or more of the Company's voting shares has a change in the number of shares held that crosses a threshold of 1% of the Company's voting shares, such shareholder or group must disclose information and report to the Company, the SSC and the Stock Exchange in accordance with **Appendix VIII to Circular 96** set out in Appendix 3 attached to these Regulations, **within five (05) working days** from the date of such change.

Note: Information disclosure is not required for persons who do not proactively carry out a transaction where the change in the ownership ratio of voting shares results from the Company's repurchase of its own shares or issuance of additional shares.

Example: Investor A holds 5.2% of the voting shares of listed organization X. On Date T, Mr. A places a buy order, increasing his ownership ratio of shares in X from 5.2% to 5.7%. Subsequently, on Date T', Mr. A places another buy order, increasing his ownership ratio of shares in X from 5.7% to 6.1%. The transaction on Date T' causes Mr. A's ownership ratio of shares in X to cross the 6% threshold. Therefore, within five (05) working days from the completion date of securities transaction settlement, Mr. A must disclose information and report to Company X, the SSC and HOSE on the change in his share ownership ratio.

c. Within **three (03) working days** after receiving a report relating to changes in the ownership ratio of shares, share purchase rights or fund certificates of such persons, the Company shall disclose such information on its website.

2. Information Disclosure Regarding Transactions by Internal Persons and Their Related Persons.

Internal persons of the Company and their related persons must disclose information and report to the Company, the SSC and HOSE before and after conducting a transaction **where the expected daily transaction value is VND 50 million or more, or the expected monthly transaction value is VND 200 million or more, calculated based on par value in respect of shares and convertible bonds, the most recent issuance price in respect of covered warrants, or the transfer value in respect of share purchase rights and convertible bond purchase rights**. This requirement also applies to off-exchange transfers, including gifts received or given, inheritances, transfers or acquisitions of securities, and other similar cases, specifically as follows:

a. Prior to the transaction: At least three (03) working days before the transaction date, the Company's internal persons and their related persons must disclose information and report to the SSC, HOSE and the Company on the proposed share transaction in accordance with **Appendix XIII to Circular 96** attached to these Regulations.

b. The transaction period must not exceed thirty (30) days from the date of registration of the transaction and the first trading session may only commence on the trading day immediately following the date on which disclosure information is published by HOSE. This does not apply to purchase transactions in share issuance offerings or public tender offers, in which case the information disclosure entities are *exempt from the obligations prescribed in this point and shall comply with the laws governing offerings, issuances and public tender offers.*

Note: Internal persons of the Company and their related persons may not simultaneously register to buy and sell shares during the same registration period and must carry out transactions in accordance with the registered timing and volume.

c . After the transaction: Within five (05) working days from the completion of the transaction, where the transaction is completed before the expiry of the registered period, or from the expiry of the proposed transaction period, the Company's internal persons and their related persons must report the transaction results to the SSC, HOSE and the Company in accordance with **Appendix XIV to Circular 96** attached to these Regulations, and explain the reasons for failure to conduct the transaction or failure to complete the registered volume, if any.

3. Notes

a . Công ty công bố trên website của Công ty trong vòng 03 (ba) ngày làm việc sau khi nhận được báo cáo liên quan đến giao dịch cổ phiếu của NNB của Công ty và NCLQ của NNB.

b . The Company's internal persons and their related persons may only register for and conduct a subsequent transaction after reporting the completion of the preceding transaction.

c . Where, after registering a transaction, the registered person ceases to be an internal person of the Company or a related person of an internal person, such person must still comply with the applicable reporting and information disclosure obligations.

d . Where a securities company that is a related person of an internal person of a listed organization registers a transaction, such securities company must, upon completing a correction transaction for an error in a listed or registered share transaction, report to the SSC, HOSE and the Company within twenty-four (24) hours from the completion of such error-correction transaction.

e . Where the parent company, political organizations or socio-political organizations of the Company, including its trade union or youth union, or individuals holding other managerial positions as prescribed in the Company's Charter conduct share transactions, they must fulfill information disclosure obligations applicable to internal persons.

f . Within three (03) working days after receiving a report relating to share transactions by the Company's internal persons and their related persons, the Company shall disclose such information on its website.

APPENDIX 3: FORMS

NO.	Content	Form
1.	Annual Report *(Appendix IV to Circular No. 96/2020/TT-BTC)*	Phu luc IV - TT96 - BCTN
2.	Semi-Annual/Annual Report on Corporate Governance *(Appendix V to Circular No. 96/2020/TT-BTC)*	Phu luc V - TT96 - BCQT
3.	Corporate Governance Information Form *(Form NY-02 – Regulations on Listing and Trading of Listed Securities)*	Mau NY-02.docx
4.	List of State Shareholders, Strategic Shareholders, Major Shareholders and the Company's Treasury Shares	(MCK) - Danh sach CDL, CDCL, CDNN, C
5.	Change of Internal Persons *(Appendix I to Decision No. 21/QD-SGDVN dated 21st December 2021)*	Phu luc I - Thay doi NNB
6.	Internal Person Information Form *(Appendix III to Circular No. 96/2020/TT-BTC)*	Phu luc III - TT96 - BCCTT
7.	Change of Related Persons of Internal Persons *(Appendix II to Decision No. 21/QD-SGDVN dated 21st December 2021)*	Phu luc II - Thay doi NCLQ cua NNB
8.	Change of Enterprise Registration Certificate *(Appendix III to Decision No. 21/QD-SGDVN dated 21st December 2021)*	Phu luc III - Thay doi Giay CNDKDN
9.	Registration of the Company Model and Type of Financial Statements *((Appendix IV to Decision No. 21/QD-SGDVN dated 21st December 2021)*	Phu luc IV - TB dang ky, thay doi m
10.	Change in the Number of Outstanding Voting Shares *(Appendix V to Decision No. 21/QD-SGDVN dated 21st December 2021)*	Phu luc V - TB thay doi SLCP dang luu h
11.	Extraordinary Information Disclosure *(Appendix VI to Decision No. 21/QD-SGDVN dated 21st December 2021)*	Phu luc VI - CBTT bat thuong.docx
12.	Report on Becoming/Ceasing to Be a Major Shareholder *(Appendix VII to Circular No. 96/2020/TT-BTC)*	Phu luc VII - CDL

13.	Report on Share Transactions by Major Shareholders or Investors Holding 5% or More of the Company's Voting Shares Where the Number of Shares Held Changes Across Thresholds of 1% of the Company's Voting Shares *(Appendix VIII to Circular No. 96/2020/TT-BTC)*	Phu luc VIII - CDL giao dich vuot nguc
14.	Notice of Share Transactions by Internal Persons and Related Persons of Internal Persons *(Appendix XIII to Circular No. 96/2020/TT-BTC)*	Phu luc XIII - Thong bao GD NNB
15.	Report on Results of Share Transactions by Internal Persons and Related Persons of Internal Persons *(Appendix XV to Circular No. 96/2020/TT-BTC)*	Phụ lục XV - Bao cao GD NNB
16.	Summary of the Company's Shareholder Register *(CBTT/SGDHCM-09 – Decision No. 340/QD-SGDHCM)*	Mau 12 - TTSCD.docx
17.	Notice of the Record Date for Exercising Rights by Existing Shareholders *(Form 07/THQ – Regulations on the Exercise of Rights by Securities Holders at VSDC)*	Mau 07 - THQ
18.	Report on the Progress of Use of Proceeds Raised from an Offering *(Decree No. 155/2020/ND-CP)*	Bao cao tien do su dung von