

(Draft)

REGULATIONS ON OPERATION OF THE INSPECTION COMMITTEE

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

Pursuant to the Law on Enterprises dated June 17, 2020;

Pursuant to the Government's Decree No. 155/2020/ND-CP dated December 31, 2020 elaborating some Articles of the Law on Securities;

Pursuant to the Circular No. 116/2020/TT-BTC dated December 31, 2020 of the Minister of Finance providing guidelines for implementation of some Articles on administration of public companies in the Government's Decree No. 155/2020/ND-CP dated December 31, 2020 elaborating some Articles of the Law on Securities;

Pursuant to the Charter of VIP Greenport JSC.

Pursuant to Resolution No. 02/2021/NQ-DHDCD dated April 8, 2021 of General Meeting of Shareholders.

The Inspection Committee promulgates the Regulations on Operation of the Inspection Committee of VIP Greenport JSC.

The Regulations on Operation of the Inspection Committee of VIP Greenport JSC has the following contents:

Chapter I

GENERAL PROVISIONS

Article 1. Scope and regulated entities

1. Scope: the Regulations on Operation of the Inspection Committee provide for the organizational structure, operating principles, requirements, rights and obligations of the Inspection Committee and its members prescribed by the Law on Enterprises, the Company's Charter and relevant regulations.
2. Regulated entities: the Inspection Committees and its members.

Article 2. Operating principles

The Inspection Committee shall work on the collective principle. Members of the Inspection Committee shall be personally responsible for the performance of his/her own tasks and be jointly responsible to the General Meeting of shareholders (GMS) and the law for the tasks and decision of the Inspection Committee .

Chapter II

MEMBERS OF THE INSPECTION COMMITTEE

Article 3. Rights, obligations and responsibilities of members of the Inspection Committee

1. Comply with regulations of law, the Company's Charter, resolutions of the GMS and professional ethics in performance of their duties.
2. Perform their rights and obligations in an honest and prudent manner for the best and lawful interests of the Company.
3. Be loyal to the interests of the Company and shareholders; Do not abuse power, position or use information, secrets, business opportunities and other assets of the Company for personal gain or serving the interests of any other organization or individual.
4. Other obligations prescribed by the Law on Enterprises and the Company's Charter.
5. In case violations against regulations of Clauses 1, 2, 3 and 4 of this Article cause damage to the Company or other persons, members of the Inspection Committee shall personally or jointly pay compensation for such damage. The income and benefits earned by the members of the Inspection Committee from these violations shall be returned to the Company.
6. In case a member of the Inspection Committee is found to be violating his rights and obligations, a written notice shall be sent to the Inspection Committee requesting the violator to stop committing the violations and take remedial measures.

Article 4. Term of office and quantity of members of the Inspection Committee

1. The Inspection Committee has 03 members. The term of office of members of the Inspection Committee is 05 years without term limit.
2. Members of the Inspection Committee are not necessarily shareholders of the Company.
3. More than half of the members of the Inspection Committee must be residents of Vietnam.

4. In case the term of office of all members of the Inspection Committee end before new members are elected, the existing members shall keep performing their rights and obligations until new members are elected and take over their tasks.

Article 5. Requirements to be satisfied by members of the Inspection Committee

1. A member of the Inspection Committee shall satisfy the following requirements:

- a) He/she is not any of the persons specified in Clause 2 Article 17 of the Law on Enterprises;
- b) He/she is trained in economics, finance, accounting, audit, law, business administration or another major that is relevant to the enterprise's operation;
- c) He/she is not a relative of any member of the Board of Directors, the Director or any other managers;
- d) He/she is not a manager, not necessarily a shareholder or employee of the Company,;
- dd) He/she does not work in the Company's accounting or finance department;
- e) He/she is not a member of employee of the accredited audit organization that is auditing the Company's financial statements over the last 03 years;
- g) Other requirements prescribed by laws and the Charter.

2. In addition to the requirements specified in Clause 1 of this Article, members of the Inspection Committee of a public company prescribed in Clause 1 Article 88 of the Law on Enterprises must not be relatives of managers of the Company and the parent company, representatives of investment of the Company, representatives of investment of the State in the Company and the parent company.

Article 6. Head of the Inspection Committee

1. The Head of the Inspection Committee shall have a bachelor's degree or higher in economics, finance, accounting, audit, law, business administration or another major that is relevant to the enterprise's operation .

2. The Head of the Inspection Committee shall be elected by the Inspection Committee among its members; the election, dismissal and discharge of the Chief Controller shall be carried out under the majority rule.

3. Rights and obligations of the Head of Inspection Committee shall be specified in the Company's Charter.

Article 7. Nomination and self-nomination of members of the Inspection Committee

1. The shareholder or group of shareholders that holds at least 05% of total ordinary shares is entitled to nominate itself/nominate persons to the Inspection Committee as follows:

- Nominate itself/nominating one (01) person if holding from 05% to below 20%;
- Nominate itself/nominating two (02) persons if holding from 20% to below 50%;
- Nominate itself/nominating three (03) persons if holding from 50% and above.

a) The group of shareholders that nominate candidates to the Inspection Committee must inform the participants of the meeting before the opening of the GMS;

b) In case the number of nominated candidates is smaller than the maximum permissible number of candidates specified in the decision of the GMS, the remaining candidates shall be nominated by other shareholders.

2. In case the number of candidates is smaller than the minimum number specified in Clause 5 Article 115 of the Law on Enterprises, the incumbent Inspection Committee shall nominate more candidates or organize the nomination in accordance with the Company's Charter and administration regulations and operating regulations of the Inspection Committee. This must be announced before the GMS starts to vote for members of the Inspection Committee as prescribed by law.

Article 8. Method for election, dismissal and discharge of members of the Inspection Committee

1. The election, dismissal and discharge of members of the Inspection Committee shall be carried out by the GMS.

2. The voting on members of Inspection Committee shall be carried out by cumulative voting. This means each shareholder has a number of votes that is equivalent to their shares multiplied by the number of members of the Inspection Committee, and may cast all or some of the votes for one or some candidates. Elected members of the Inspection Committee shall be chosen according to number of votes received in descending order until the minimum number specified in the Company's Charter is reached. In case 02 or more candidates for the last member of the

Board of Directors receive the same number of votes, they will undergo another voting or be selected according to the voting regulations of the Company's Charter.

Article 9. Cases of dismissal, discharge of members of the Inspection Committee

1. A member of the Inspection Committee will be dismissed by the GMS in the following cases:
 - a) He/she no longer fully satisfies the requirements specified in Article 169 of the Law on Enterprises;
 - b) He/she hands in resignation letter which is accepted;
 - c) Other cases specified in the Company's Charter.
2. A member of the Inspection Committee will be discharged by the GMS in the following cases:
 - a) He/she fails to fulfill the assigned tasks and duties;
 - b) He/she fails to perform his/her rights and obligations for 06 consecutive months, except in force majeure events;
 - c) He/she commits multiple or serious violations against obligations of members of the Inspection Committee prescribed by the Law on Enterprises and the Company's Charter.
 - d) Other cases specified in the resolution of the GMS.

Article 10. Announcement of election, dismissal and discharge of members of the Inspection Committee

1. After candidates for members of the Inspection Committee have been nominated, the Company shall publish information about these candidates at least 10 days before the opening date of the GMS on the Company's website for the shareholders to study their profiles before voting. Each candidate shall prepare a written declaration that information about him/her is correct and to perform his/her duties in an honest and prudent manner for the best interests of the Company if he/she is given the position of member of the Board of Directors. Information about candidates includes:
 - a) Full name, date of birth;
 - b) Qualifications;
 - c) Work experience;
 - d) Other managerial positions;

- dd) Interests relevant to the Company and the Company's related parties;
 - e) Other information (if any) specified in the Company's Charter;
 - g) The Company shall disclose information about the companies in which the candidates are holding managerial positions and their interests in these companies (if any).
2. The results of election, dismissal and discharge of members of the Inspection Committee shall be announced in accordance with regulations on information disclosure.

Chapter III

INSPECTION COMMITTEE

Article 11. Rights, obligations and responsibilities of the Inspection Committee

1. Supervise the Board of Directors, the Director managing and operating the Company.
2. Inspect the rationality, legitimacy, truthfulness and prudence in business operation and management; the systematization, uniformity and appropriateness of accounting, statistics production and preparation of financial statement.
3. Inspect the adequacy, legitimacy and truthfulness of income statements, annual and 6-month financial statements of the Company; assess management tasks performed by the Board of Directors; submit reports to the annual GMS. Review contracts and transactions with related persons within the authority to approve of the Board of Directors or the GMS; offer recommendations concerning these contracts and transactions.
4. Review, inspect, evaluate the effectiveness of the internal control, audit, risk management and early warning of the Company.
5. Examine accounting books, accounting records and other documents of the Company; management and operation of the Company where necessary or under the resolution of the GMS or at the request of the shareholder or group of shareholders specified in Article 15.3 of the Charter.
6. Within 07 working days from the receipt of the request from the shareholder or group of shareholders specified in Article 15.3 of the Charter, the Inspection Committee shall carry out an inspection. Within 15 days from the end of the inspection, the Inspection Committee shall submit an inspection report to the Board of Directors and the requesting shareholder or group of

shareholders. The inspection by the Inspection Committee must not affect the normal operation of the Board of Directors and the Company's business operation.

7. Propose changes and improvements to the organizational structure, supervision and administration mechanism to the Board of Directors or the GMS.

8. Whenever a member of the Board of Directors, the Director is found to be violating Article 165 of the Law on Enterprises, promptly send a notice to the Board of Directors requesting the violator to stop the violation and take remedial measures.

9. Participate and discuss in meetings of the GMS, the Board of Directors and other meetings of the Company.

10. Employ independent counselors and internal audits of the Company to serve the performance of their tasks.

11. The Inspection Committee may consult with the Board of Directors before submitting its reports, verdicts and proposals to the GMS.

12. Inspect specific issues relevant to the Company management and administration at the request of the shareholders.

13. Request the Board of Directors to convene an extraordinary GMS.

14. Convene the GMS instead of the Board of Directors within 30 days if the Board of Directors fails to do it as prescribed in Clause 3 Article 140 of the Law on Enterprises.

15. Request the Chairman of the Board of Directors to convene meeting of the Board of Directors.

16. Examine, extract, copy all or part of the list of related persons and interests prescribed in Clause 1 and Clause 2 Article 164 of the Law on Enterprises.

17. Submit and request the GMS to approve the list of accredited audit organizations, which will audit the Company's financial statements; accredited audit organization shall also audit the Company's operation where necessary.

18. Take responsibility to the shareholders for the supervision tasks performed by the Inspection Committee .

19. Supervise the Company's finance, lawfulness of operation of members of the Board of Directors, the Director and other managers.

20. Cooperate with the Board of Directors, the Director and shareholders.
21. Send a written notice to the Board of Directors within 48 hours after discovery of violations against the law or the Company's Charter by a member of the Board of Directors, Director or another executive of the Company, and request the violator to stop committing the violations and take remedial measures.
22. Formulate the Regulations on Operation of the Inspection Committee and submit them to the GMS for ratification.
23. Witness the vote counting by the Board of Directors and issue a vote counting record if requested by the Board of Directors in case of questionnaire survey for ratification of the GMS' resolution.
24. The Head of Inspection Committee shall preside over the election of the chair of the GMS in case the Chairman is absent or temporarily unable to work while the remaining members of the Board of Directors cannot elect a chair. In this case, the person who receives the most votes shall chair the meeting.
25. Perform other rights and obligations prescribed by the Law on Enterprises, the Company's Charter and the resolution of the GMS.

Article 12. Rights to be provided with information of the Inspection Committee

1. Documents and information shall be sent to members of the Inspection Committee at the same time and using the same method as those applied to members of the Board of Directors, including:
 - a) Meeting invitations, questionnaires for members of the Board of Directors and enclosed documents;
 - b) The resolutions, decisions and minutes of the GMS and meetings of the Board of Directors;
 - c) Reports submitted by the Director to the Inspection Committee or other documents issued by the Company.
2. Members of the Inspection Committee are entitled to access the Company's documents retained at its headquarters, branches and other locations; enter the working locations of the Company's managers and employees during office hours.

3. The Board of Directors, its members, the Director and other managers shall provide accurate, adequate and timely information and documents about the Company's management and operation at the request of the Inspection Committee or its members.

Article 13. Responsibility of the Inspection Committee to convene extraordinary GMS

1. The Inspection Committee shall convene the GMS instead of the Board of Directors within 30 days if the Board of Directors fails to convene the GMS in the following cases:

- a) The number of members of the Inspection Committee drops below the minimum number prescribed by law;
- b) It is requested by the shareholder or group of shareholders prescribed in Article 15.3 of the Charter;
- c) An extraordinary GMS is requested by the Inspection Committee but not convened by the Board of Directors.

2. In case the Inspection Committee does not convene the GMS as per regulations, the Inspection Committee shall pay damage incurred by the Company.

3. The costs of convening and conducting the GMS as prescribed Clause 1 of this Article shall be reimbursed by the Company.

Chapter IV

MEETINGS OF THE INSPECTION COMMITTEE

Article 14. Meetings of the Inspection Committee

1. The Inspection Committee shall have at least 02 meetings per year. Each meeting must be participated in by at least two thirds (2/3) of its members.

2. The Inspection Committee is entitled to request members of the Board of Directors, the Director and representatives of the accredited audit organization to participate in its meetings and clarify raised issues.

Article 15. Minutes of meetings of the Inspection Committee

Minutes of these meetings must be detailed, bear the signatures of the minute taker and participating members. All minutes of meetings of the Inspection Committee must be retained in order to attribute responsibility of each member.

Chapter V

REPORTING AND DISCLOSURE OF INTERESTS

Article 16. Submission of annual reports

Reports to be submitted by the Inspection Committee at annual GMS include:

1. Reports on the Company's business performance, performance of the Board of Directors, the Director, which shall be submitted to the annual GMS for approval.
2. The self-assessment report on performance of the Inspection Committee and its members.
3. Remunerations, operating costs and other benefits of the Inspection Committee and each of its members.
4. Summaries of meetings of the Inspection Committee, verdicts and proposals of the Inspection Committee ; result of supervision of the Company's operation and finance.
5. Assessment reports on transactions between the Company, subsidiary companies and other companies over 50% charter capital of which is held by the public company with members of the Board of Directors, the Director and their related persons; transactions between the Company with companies whose founders or managers are members of the Board of Directors over the last 03 years from the transaction date.
6. Result of supervision of the Board of Directors, the Director and other executives.
7. Evaluation of cooperation between the Inspection Committee, the Board of Directors, the Director and shareholders.
8. Submit and request the GMS to approve the list of accredited audit organizations, which will audit the Company's financial statements; accredited audit organization shall also audit the Company's operation where necessary.

Article 17. Salaries and other benefits

The salaries, remunerations, bonuses and other benefits of members of the Inspection Committee shall comply with the regulations below:

1. Members of the Inspection Committee shall receive salaries, remunerations, bonuses and other benefits under the decision of the GMS. The GMS shall decide the salaries, remunerations, bonuses and other benefits and annual budget of the Inspection Committee .

2. Members of the Inspection Committee shall the reasonable costs of accommodation, travel and independent counseling services reimbursed. The total costs must not exceed the annual budget of the Inspection Committee which has been approved by the GMS.

3. Salaries and operating costs of the Inspection Committee shall be recorded as the Company's operating costs in accordance with regulations of law on corporate income tax, presented in a separate section of the Company's annual financial statement.

Article 18. Disclosure of related interests

1. Members of the Inspection Committee shall declare their related interests, including:

a) Names, enterprise ID numbers, headquarters addresses, business lines of enterprises which they own or in which they have stakes or shares; their holdings and time of holdings or ownership;

b) Names, enterprise ID numbers, headquarters addresses, business lines of enterprises they and their related persons jointly or separately own or hold stakes or shares that are worth more than 10% of charter capital.

2. The information mentioned in Clause 1 of this Article shall be declared within 07 working days from the occurrence date of related interests; any revision shall be informed to the Company within 07 working days from its occurrence date.

3. Members of the Inspection Committee and their related persons may only use the information obtained from their positions to serve the interests of the Company.

4. Members of the Inspection Committee shall send written notices to the Board of Directors and the Inspection Committee of the transactions between the Company, subsidiary companies, companies over 50% of charter capital of which is held by the Company with related persons of members of the Inspection Committee as prescribed by law. The Company shall disclose information about the transactions that are approved by the GMS or the Board of Directors in accordance with regulations of the Law on Securities on information disclosure.

5. Members of the Inspection Committee and their related persons must not use or reveal internal information for carrying out relevant transactions.

Chapter VI

RELATIONSHIPS OF THE INSPECTION COMMITTEE

Article 19. Relationships between members of the Inspection Committee

Members of the Inspection Committee are independent from one another and shall cooperate in performance of common tasks to fulfill the responsibility, rights and obligations of the Inspection Committee as prescribed by law and the Company’s Charter. The Chief Committee shall coordinate operation of the Inspection Committee but does not have the right to control its members.

Article 20. Relationship with the executive board

The Inspection Committee is independent from the executive board of the Company and shall supervise operation of the executive board.

Article 21. Relationship with the Board of Directors

The Inspection Committee is independent from the Board of Directors and shall supervise operation of the Board of Directors.

Chapter VII

IMPLEMENTATION CLAUSES

Article 22. Effect

The Regulations on Operation of the Inspection Committee of VIP Greenport JSC. consists of VII chapters, 22 articles and comes into force from

CHIEF OF INSPECTION COMMITTEE

(Signature, full name, seal)