

HANOI TOURIST SERVICE  
JOINT STOCK COMPANY

No.: 01/2025/NQ-DHĐCĐ

THE SOCIALIST REPUBLIC OF VIETNAM  
Independence – Freedom – Happiness

Hanoi, 22<sup>nd</sup> May 2025

**RESOLUTION**  
**THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

**THE GENERAL MEETING OF SHAREHOLDERS**  
**HANOI TOURIST SERVICE JOINT STOCK COMPANY**

**Pursuant to:**

- *The Law on Enterprises No. 59/2020/QH14 adopted by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020;*
- *The Charter on Organization and Operation of Hanoi Tourist Service Joint Stock Company ("Company");*
- *The meeting minutes of the 2025 Annual General Meeting of Shareholders of the Company dated May 22, 2025.*

**DECIDED**

**Article 1.** The General Meeting of Shareholders ("GMS") of the Company has voted to approve the following Resolutions:

1. **RESOLUTION 1:** The GMS approved the report of the BOM on Business Results for 2024 and Business Plan for 2025.

In 2025, BOM majority focus on these, as follows:

- Review and ensure the legality, effectiveness and proper use of all Real Estate Facilities assigned by State for management; Continue to promote the renovation and repair the Building No. 273 located in Kim Ma Street, Van Phuc Building, ... (completion in the Fire Protection System in accordance with applicable regulations, upgrade the facilities) to improve the quality of rental Office Service, ensure efficiency and preserve capital;
  - For Human Resources, it is necessary to continue to streamline the human resources apparatus, contributing on construction a professional and capable staff and developing the Company.
2. **RESOLUTION 2:** The GMS approved the audited FS of the Company for the Fiscal Year 2024.
  3. **RESOLUTION 3:** The GMS approved the report of the BOD on Operational Results in 2024 and the Operational Plan for 2025.
  4. **RESOLUTION 4:** The GMS approved the IC report presented at the 2025 Annual GMS.
  5. **RESOLUTION 5:** The GMS approved the 2024 Profit Distribution Plan as follows:

Unit: VND

No.	Criteria	Amount
I	Net Profit after Corporate income tax 2024	81.703.186.693

<b>II</b>	<b>Allocations &amp; Dividend Payment of 2024</b>	<b>81.703.186.693</b>
1	Development Investment Fund (3%)	2.451.095.601
2	Bonus & Welfare Fund (3,001572%)	2.452.379.891
3	Bonus for BOM, BOD, IC (3%)	2.451.095.601
4	Dividend payment 9,94% of outstanding shares (74.797.400 outstanding shares)	74.348.615.600
<b>III</b>	<b>Remaining 2024 Net Profit (III=I-II)</b>	<b>0</b>

6. **RESOLUTION 6:** The GMS approved remuneration for the BOD and IC in 2024 and the estimated remuneration for 2025, specifically:

6.1 Remuneration for members of the BOD and IC of the Company in 2024 (including personal income tax and 01 month of remuneration for Lunar New Year 2025) is:

+ Total remuneration for BOD 2024	:	729.172.414 VND
+ Total remuneration for IC 2024	:	507.000.000 VND
<b>Total</b>	:	<b>1.236.172.414 VND</b>

Not including: Insurance, union, and welfare fund contributions for the full-time Head of IC: 81.780.000 VND (Insurance cost and union fee) + 25.000.000 VND (welfare bonus).

6.2 Salary/remuneration plan for Members of the BOD and IC of the Company in 2025 (including personal income tax and 01 month of remuneration for Lunar New Year 2026) is:

*a. BOD (5 members):*

+ Chairman	:	15.000.000 VND /month
+ Vice-Chairman	:	12.000.000 VND /month
+ Members	:	10.000.000 VND /person/month

*b. IC (3 members):*

+ Full-time Head of IC:	29.000.000 VND/month
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Achieving the welfare and social insurance according to Company's Regulations (The Company pays social insurance, health insurance, unemployment insurance, union fees and deducts from the salary/remuneration of IC's Head pursuant to the Law).


+ IC members:	5.000.000 VND/person/month
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7. **RESOLUTION 7:** The GMS approved the authorization for the BOD of the Company to decide on the selection of an independent auditor to audit the Company's 2025 FS, which is KPMG Vietnam Co., Ltd. or another auditor approved to audit the FS for listed and registered entities in case the 2025 FS audit contract is not negotiated with KPMG Vietnam Co., Ltd; and assigned the Company's General Director to sign service contract with the selected auditor.

8. **RESOLUTION 8:** The GMS fully authorizes the BOD to consider, decide, and organize the implementation of issues approved by the Annual GMS and to consider, decide on other matters within the authority of the Annual GMS that arise from and must be resolved in

the middle of two Annual GMS and to carry out related procedures according to regulations. The contents of the resolutions and authorizations under the Resolution of the 2025 Annual GMS shall come into force in the date of approval and shall not be restricted in validity until Annual GMS makes another decision to replace.

**Article 2:** This Resolution takes effect from the date of signing.

All shareholders, BOD, IC, General Director, Department Heads, Branches, Subsidiaries, and related individuals are responsible for implementing this Resolution. 

**Recipients:**

- Shareholders (for notification)
- BOD, IC (for execution)
- Archives: Clerical Office

ON BEHALF OF THE GENERAL  
MEETING OF SHAREHOLDERS  
CHAIRMAN



  
NGUYEN VAN DUNG



MSDN: 0100107155

**MEETING MINUTES**  
**THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**  
**DATE 22/5/2025**

Enterprise's name : HANOI TOURIST SERVICE JOINT STOCK COMPANY  
("Company")  
Headquarter : 237 Kim Ma Street, Giang Vo Ward, Ba Dinh District, Hanoi  
Business Registration No. : 0100107155  
Time : From 08:30 a.m dated May 22, 2025  
Location : Legend Valley Hotel, Kim Bang District, Ha Nam Province,  
Vietnam

**Meeting's Agenda:**

1. Report of the Board of Management ("BOM") on Business Results for 2024 and Business Plan for 2025.
2. Proposal for approval of the 2024 Audited Financial Statements ("FS");
3. Report of the Board of Directors ("BOD") on Operational Results in 2024 and the Operational Plan for 2025;
4. Report of the Inspection Committee ("IC") on Activities Results in 2024, and Operational Plan for 2025;
5. Proposal for 2024 Profit Distribution Plan;
6. Proposal for approval of remuneration for the BOD and IC in 2024 and the estimated remuneration for 2025;
7. Proposal for approval of selecting the independent auditor for 2025;
8. Other matters (if any);
9. Approval of the Minutes of the Meeting and the Resolution of the General Meeting of Shareholders ("GMS").

**Meeting proceedings:**

**A. OPENINGS AND PARTICIPANTS:**

**I. Opening:**

Mr. Ta Duc Bao delivered the opening speech on behalf of the Organizing Committee.

**II. Participants:**

**1. Shareholders:**

All shareholders currently owning shares of Company as of the shareholder list closing date of April 16, 2025.

**2. The BOD's Member:**

- Mr. Nguyen Van Dung – Chairman
- Mrs. Duong Thi Hue – Vice Chairwoman
- Mrs. Le Thanh Ha – Member

- Mr. Nguyen Manh Hung – Member
- Mrs. Vu Thi Quynh Trang – Member

**3. The IC's Member:**

- Mr. Tran Xuan Son – Head of IC
- Mr. Nguyen Thanh Tuyen – Member
- Mr. Nguyen Tri Trung – Member

**4. The BOM's Member:**

- Mr. Nguyen Kim Ha – General Director
- Mrs. Vu Hoai Chau – Deputy General Director
- Mr. Trinh Minh Tu – Deputy General Director

**III. Report on Verification of Shareholder Eligibility:**

Mrs. Tran Thi Minh Hue - Head of the Shareholder Eligibility Verification Committee, presented the verification results:

- Total shareholders entitled to attend the meeting: 173 shareholders, owning 74.797.400 shares, accounting for 100% of total voting shares.
- Shareholders attending the meeting (in person or by proxy): 39 shareholders, representing 74.492.400 common shares, equivalent to 99,5922% of total voting shares.
- Shareholders absent: 134 shareholders, representing 305.000 common shares, equivalent to 0,4078% of total voting shares.

In accordance with the Law on Enterprises No. 59/2020/QH14 and the Company Charter, the number of shareholders attending (in person and by proxy) met the requirement and validation to participate in the 2025 Annual General Meeting of Shareholders ("Annual GMS").

**B. MEETING CONTENT**

**1. The GMS approved the Chairing Committee, Secretary Committee and the Vote Counting Committee:**

**1. The Chairing Committee:**

- Mr. Nguyen Van Dung – Chairman – Chairman of Chairing Committee
- Mr. Nguyen Kim Ha – General Director – Member

**2. Secretary Committee :**

- Ms. Tran Thi Nguyet – Head
- Ms. Duong Thi Nhu – Member

**3. Vote Counting Committee:**

- Mrs. Tran Thi Minh Hue – Head
- Ms. Nguyen Thi Ngan – Member
- Mr. Tran Manh Hung – Member

The GMS voted by raising voting cards and approved the Chairing Committee, Secretary Committee and the Vote Counting Committee.

*Shareholder discussion: None*

*Voting result:*

*Affirmative: 74.492.400 voting, equivalent to 100% of the total shares have voting rights attending the meeting.*

*Negative: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

*Abstentions: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

## **II. GMS approved the Agenda and Working Regulations:**

Mr. Nguyen Van Dung – Chairman of Chairing Committee presented the agenda and the working regulations of the GMS for approval.

The GMS voted by raising voting cards and approved the agenda and the working regulations of the GMS.

*Shareholder discussion: None*

*Voting result:*

*Affirmative: 74.492.400 voting, equivalent to 100% of the total shares have voting rights attending the meeting.*

*Negative: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

*Abstentions: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

## **III. Reports and Proposals presented at the GMS:**

1. Mr. Nguyen Kim Ha – General Director of the Company – presented:

- The BOM's report on the business results in 2024 and the business direction and plan for 2025;
- The proposal for approval of the audited 2024 FS.

2. Mr. Nguyen Van Dung - Chairman of the Annual GMS presented the BOD's Report on the results of operations in 2024 and the plan of operations in 2025.

At the same time, as the capital representative of the major shareholder, Hanoitourist Corporation, I have the following comments on the Company's operations:

The Company's main business are tourist services and real estate leasing.

- Real estate exploitation activities: To ensure quality and business efficiency, BOM needs to focus on repairing and upgrading facilities. I acknowledged the General Director's opinion on investing in repairing locations and BOD fully agrees with BOM plan to review facilities, especially the fire protection system, to complete facilities and legal documents to ensure business efficiency and comply with regulations for development. For land facilities assigned by the State, BOM needs to review and maintain only effective business facilities, and develop a plan to return ineffective business facilities to the State.

- Travel and tourism business activities: along with the current era of expansion and policies supporting the development of the private economy, are favorable conditions and development opportunities for the Company. BOM needs to review all activities, improve facilities, organizational structure and internal management regulations to maximize the Company's business activities.

- Besides, the Company has gained a large source of revenue from profits at Joint Venture companies: BOD directs the capital representative to closely coordinate with partners to accelerate and implement investment in renovating facilities, completing legal documents according to regulations to ensure the business activities of the companies:

+ Hanoi Hotel: is implementing the improvement and completion of the fire protection and fighting system according to applicable regulations, accelerating the renovation, repair and improvement of the business activities of electronic games with prizes for foreigners at Winner Club in accordance with legal regulations.

+ Pullman Hotel: speeding up the renovation progress, invest in the construction of 3 office floors into 102 hotel rooms and other hotel renovation items to develop business, create more room for business and increase revenue and profit for the Hotel and the Company. After completing the construction items, the Company's business results shall certainly grow.



+ Orient Star Trading and Tourism Joint Stock Company: review the project implementation, complete the project's legal documents, evaluate the current status so that BOD could have appropriate solutions to ensure efficiency and preserve capital for the Company's shareholders.

3. Mr. Tran Xuan Son – Head of the IC – presented:

- The IC's report submitted to the 2025 Annual GMS.
- The proposal on the selection of the independent audit firm for the 2025 financial statements.

4. Mr. Nguyen Manh Hung – Member of BOD – presented the proposal:

- The proposal on the distribution of profit of 2024;

5. Mrs. Vu Thi Quynh Trang – Member of BOD – presented the proposal:

- The proposal regarding the approval of the 2024 remuneration for the BOD and IC, and the remuneration plan for the BOD and IC in 2025.

#### IV. Discussion at the General Meeting:

Mr. Nguyen Van Dung – Chairman of Chairing Committee– invited shareholders to provide comments on the reports and proposals of the BOD, IC and BOM presented at the Meeting.

*\* Shareholders's Opinion from Hanoitourist Corporation: Agree with all proposals and report of the Meeting today and request the Company to check, implement works as following:*

First, it requests to Company for reviewing and ensuring the legality, effectiveness and proper use of all Real Estate Facilities assigned by State for management; Continue to promote the renovation and repair the Building No. 273 located in Kim Ma Street, Van Phuc Building, ... to improve the quality of rental Office Service, ensure efficiency and preserve capital.

It presented by General Director and BOD's Chairman reporting in Annual GMS

Second, from the beginning of 2025, based on the direction of the Government, the Hanoi People's Committee and the Corporation's leaders, BOD has strictly requested the Company's BOM to develop a production and business plan to strive in 2025 and the upcoming years for double-digit growth. However, based on the actual production and business activities of the Company, travel and office rental business activities are unlikely to achieve high growth, and the facilities have also deteriorated.

Therefore, to ensure the achievement of the target in 2025 and the upcoming years for double-digit growth, the Company needs to have solutions to build new production and business models, continue to repair and upgrade existing facilities, and take full advantage of the strengths of the Company's shareholders to promote of self-business activities (travel business and office rental). For office rental activities, the Company needs to review all facilities and complete the fire protection and fighting system in accordance with applicable regulations, and upgrade facilities to ensure effective exploitation. Regarding human resources, it is necessary to continue to streamline the human resources apparatus, promote the attraction of high-quality personnel, contribute to the construction of a professional and capable staff, and contribute to the development of the Company.

Third, it ensure the double-digit growth based on the direction of the Government, Company need to implement the business activities in Joint Venture Companies:

- Hanoi Hotel: It is necessary to continue to overcome and improve fire protection and fighting work in accordance with legal regulations; Speed up the renovation and repair of approved items (05 renovation items); Review, amend and adjust the Investment and Business Cooperation Contract for the business of electronic games with prizes for foreigners at Winner Club to ensure compliance with legal regulations.
- Pullman Hotel: Need to speed up the renovation of 3 office floors into 102 hotel rooms for early operation; Review and carry out repairs, upgrades, and replacements to ensure hotel quality, operational safety, and fire safety in accordance with legal regulations; Review lease

contracts with partners to ensure compliance with legal regulations; Continue to research feasible investment options to increase land use efficiency, create more room for business and increase revenue and profit for the Hotel and the Company.

- The project at Orient Star Trading and Tourism Joint Stock Company, from 2016 to 2017 to present, the implementation of the project continues to be prolonged and has not been completed for exploitation and use. The company needs to review the project investment implementation status and production and business activities of Orient Star Trading and Tourism Joint Stock Company regarding the following contents: (i) Review the financial condition; (ii) Review and evaluate the project implementation status and the project's business and operation plan; (ii) Review and evaluate the overall existing problems and propose solutions to continue implementing the Project or divest all of the Company's capital contributions, ensuring efficiency and preserving capital for shareholders at Orient Star Trading and Tourism Joint Stock Company.

BOD shall consider and make a decision in the third quarter of 2025

**\* General Director's Response.**

One of the Company's key tasks in 2025: reviewing all facilities of business locations and investing in renovating and upgrading degraded locations, especially completing the fire protection system according to regulations. The Company has stricted completely the fire protection system for Nui Truc building, 173 Kim Ma.

Accepting the opinions of shareholders and the BOD's Chairman the Company: real estate exploitation activities are very difficult, especially the exploitation of state-leased real estate facilities when the state only signs a lease contract with a short - term of 06 months. Therefore, this activity is increasingly difficult to achieve efficiency. BOM shall conduct a comprehensive review and recalculate the exploitation plan to ensure effective business at the locations.

BOM believe to receive the support of shareholders and BOD to carry out its tasks in 2025.

\* Opinion of BOD's Chairman: fully support and promptly resolve the plans of BOM in reviewing and completing all legal documents of the locations so that the Company can exploit the real estate locations for the right purposes, comply with regulations for development.

BOD looks forward to the companionship and sharing of shareholders to create conditions for BOM to deploy activities and achieve the 2025 Business plan.

\* Opinion of shareholder Hoang Hung (code TSJ.000184):

I highly appreciate the huge efforts of BOM and the BOD to achieve and exceed the 2024 Business plan, the Company's business activities are very good. I completely agree with the opinions of major shareholders, BOD's Chairman and the General Director at Meeting.

However, I have an opinion that the 2025 Business plan is quite cautious and a bit low. I suggest that BOM review and increase the 2025 plan when the market is quite stable, with no unusual factors affecting business operations.

\* Comments from General Director: The 2025 plan assigned by BOD is quite high compared to the Company's potential, mainly calculated from profits from Joint Ventures Companies. In 2024, BOD has made great efforts in exploiting real estate locations and the occupancy rate has reached the maximum, there is no room for growth. The 2025 plan is challenging and difficult for BOM.

BOD's Chairman: The rate of exploiting real estate locations has reached 84-94%, growth is very difficult. The planned revenue for 2025 increased by 5% compared to the actual revenue in 2024. In joint ventures Companies, the business period is still very short, so partners do not invest into more, making growth very difficult. Representatives have fought very hard for partners to invest in renovating facilities and completing fire protection systems according to regulations to ensure business growth.

**V. The Resolutions approved:**



After hearing all the reports, proposals and the discussion at the Meeting, the GMS voted by raising the voting card to approved the following resolutions:

1. **RESOLUTION 1:** The GMS approved the report of the BOM on business results for 2024 and the orientation and business plan for 2025.

In 2025, BOM majority focus on these, as follows:

- Review and ensure the legality, effectiveness and proper use of all Real Estate Facilities assigned by State for management; Continue to promote the renovation and repair the Building No. 273 located in Kim Ma Street, Van Phuc Building, ... (completion in the Fire Protection System in accordance with applicable regulations, upgrade the facilities) to improve the quality of rental Office Service, ensure efficiency and preserve capital;
- For Human Resources, it is necessary to continue to streamline the human resources apparatus, contributing on construction a professional and capable staff and developing the Company.

*Voting Results:*

*Affirmative: 74.492.400 voting, equivalent to 100% of the total shares have voting rights attending the meeting.*

*Negative: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

*Abstentions: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

2. **RESOLUTION 2:** The GMS approved the audited FS of the Company for the fiscal year 2024.

*Voting Results:*

*Affirmative: 74.492.400 voting, equivalent to 100% of the total shares have voting rights attending the meeting.*

*Negative: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

*Abstentions: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

3. **RESOLUTION 3:** The GMS approved the report of the BOD on operational results in 2024 and the operational plan for 2025.

*Voting Results:*

*Affirmative: 74.492.400 voting, equivalent to 100% of the total shares have voting rights attending the meeting.*

*Negative: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

*Abstentions: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

4. **RESOLUTION 4:** The GMS approved the IC report presented at the 2025 Annual GMS.

*Voting Results:*

*Affirmative: 74.492.400 voting, equivalent to 100% of the total shares have voting rights attending the meeting.*

*Negative: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

*Abstentions: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

5. **RESOLUTION 5:** The GMS approved the 2024 distribution plan as follows:

*Unit: VND*

No.	Criteria	Amount
<b>I</b>	<b>Net Profit after Corporate income tax 2024</b>	<b>81.703.186.693</b>
<b>II</b>	<b>Allocations &amp; Dividend Payment of 2024</b>	<b>81.703.186.693</b>
1	Development Investment Fund (3%)	2.451.095.601
2	Bonus & Welfare Fund (3,001572%)	2.452.379.891
3	Bonus for BOM, BOD, IC (3%)	2.451.095.601
4	Dividend payment 9,94% of outstanding shares (74.797.400 outstanding shares)	74.348.615.600
<b>III</b>	<b>Remaining 2024 Net Profit (III=I-II)</b>	<b>0</b>

**Voting Results:**

*Affirmative: 74.492.400 voting, equivalent to 100% of the total shares have voting rights attending the meeting.*

*Negative: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

*Abstentions: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

6. **RESOLUTION 6:** The GMS approved remuneration for the BOD and IC in 2024 and the estimated remuneration for 2025, specifically:

- 6.1 **Remuneration for members of the BOD and IC of the Company in 2024 (including personal income tax and 01 month of remuneration for Lunar New Year 2025) is:**

+ Total remuneration for BOD 2024	:	729.172.414 VND
+ Total remuneration for IC 2024	:	507.000.000 VND
<b>Total</b>	:	<b>1.236.172.414 VND</b>

Not including: Insurance, union, and welfare fund contributions for the full-time Head of IC: 81.780.000 VND (Insurance cost and union fee) + 25.000.000 VND (welfare bonus).

- 6.2 **Salary/remuneration plan for members of the BOD and IC of the Company in 2025 (including personal income tax and 01 month of remuneration on the occasion of Lunar New Year 2026) is as follows:**

**a. BOD (5 members):**

+ Chairman	:	15.000.000 VND /month
+ Vice-Chairman	:	12.000.000 VND /month
+ Members	:	10.000.000 VND /person/month

**b. IC (3 members):**

+ Full-time Head of IC:	29.000.000 VND/month
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Achieving the welfare and social insurance according to Company's Regulations (The Company pays social insurance, health insurance, unemployment insurance, union fees and deducts from the salary/remuneration of IC's Head pursuant to the Law).

+ IC members: 5.000.000 VND/person/month

Voting Results:

*Affirmative: 74.492.400 voting, equivalent to 100% of the total shares have voting rights attending the meeting.*

*Negative: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

*Abstentions: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

7. **RESOLUTION 7:** The GMS approved the authorization for the BOD of the Company to decide on the selection of an independent auditor to audit the Company's 2025 FS, which is KPMG Vietnam Co., Ltd. or another auditor approved to audit the FS for listed and registered entities in case the 2025 FS audit contract is not negotiated with KPMG Vietnam Co., Ltd; and assigned the Company's General Director to sign service contract with the selected auditor.

Voting Results:

*Affirmative: 74.492.400 voting, equivalent to 100% of the total shares have voting rights attending the meeting.*

*Negative: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

*Abstentions: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

8. **RESOLUTION 8:** The GMS fully authorizes the BOD to consider, decide, and organize the implementation of issues approved by the Annual GMS and to consider, decide on other matters within the authority of the Annual GMS that arise from and must be resolved in the middle of two Annual GMS and to carry out related procedures according to regulations. The contents of the resolutions and authorizations under the Resolution of the 2025 Annual GMS shall come into force in the date of approval and shall not be restricted in validity until Annual GMS makes another decision to replace.

Voting Results:

*Affirmative: 74.492.400 voting, equivalent to 100% of the total shares have voting rights attending the meeting.*

*Negative: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

*Abstentions: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

- VI. The Secretary of the Meeting presented the Minutes and the Resolutions of the 2025 Annual GMS and submitted to obtain the GMS's approval.

Voting Results:

*Affirmative: 74.492.400 voting, equivalent to 100% of the total shares have voting rights attending the meeting.*

*Negative: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*

*Abstentions: 0 voting, equivalent to 0% of the total shares have voting rights attending the meeting.*


**C. THE GENERAL MEETING END.**

The Chairman of the Meeting delivered the closing remarks.

The 2025 Annual General Meeting of Shareholders of Hanoi Tourist Service Joint Stock Company concluded at .11... a.m. on the same day.


**CHAIRING COMMITTEE**

  
CHAIRMAN  
  
NGUYEN VAN DUNG

MEMBER  
  
NGUYEN KIM HA

**SECRETARY COMMITTEE**

  
MEMBER  
DUONG THI NHU

  
HEAD  
TRAN THI NGUYET



**Hanoi Toserco**  
CÔNG TY CỔ PHẦN DU LỊCH DỊCH VỤ HÀ NỘI

**HANOI TOURIST SERVICE JOINT STOCK COMPANY**

Address: No. 273 Kim Ma Street, Giang Vo Ward, Ba Dinh District,  
Hanoi City

Phone: (024) 3726 2626

Fax: (024) 3726 2571

Business Registration No.: 0100107155 Website: <https://hanoitoserco.com.vn>

**AGENDA**

**ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025**

- Time : 09:00 AM - Thursday, May 22, 2025
- Address : Legend Valley Hotel Hall, Kim Bang, Ha Nam, Vietnam

TIME	CONTENT
9h00 – 9h30	<ul style="list-style-type: none"><li>- Welcoming guests and delegates</li><li>- Verifying shareholder eligibility, registering attending shareholders, distributing documents.</li></ul>
9h30 – 9h45	<ul style="list-style-type: none"><li>- Report on shareholder eligibility verification results</li><li>- Flag-salute, opening speech, introduction of delegates, and opening of the Meeting.</li></ul>
9h45 – 10h00	<ul style="list-style-type: none"><li>- Approval of the Presidium, Secretariat, and Vote Counting Committee of the Meeting.</li><li>- Approval of the Meeting's agenda and regulations.</li></ul>
10h00 – 10h10	<ul style="list-style-type: none"><li>- Report by the Board of Management on business performance in 2024 and business plan for 2025.</li><li>- Proposal for approval of the 2024 Audited Financial Statements</li></ul>
10h10 – 10h20	<ul style="list-style-type: none"><li>- Report on the Board of Directors' activities in 2024, and operational plan for 2025.</li></ul>
10h20 – 10h30	<ul style="list-style-type: none"><li>- Report on the Board of Supervisors' activities in 2024, and operational plan for 2025.</li></ul>
10h30 – 10h45	<ul style="list-style-type: none"><li>- Proposal for 2024 profit distribution plan;</li><li>- Proposal for Approval of remuneration for the Board of Directors and Board of Supervisors in 2024 and the estimated remuneration for 2025;</li><li>- Proposal for Approval of selecting the auditing firm for 2025;</li><li>- Other matters under the Meeting's authority (if any)</li></ul>
10h45 – 11h00	Break
11h00 – 11h20	Discussion and voting on Meeting contents.
11h20 – 11h30	Voting to approve the Meeting Minutes and Resolutions.
11h30 – 11h35	Closing of the Meeting

**ORGANIZING COMMITTEE OF THE MEETING**





**HANOI TOURIST SERVICE JOINT STOCK COMPANY**

Address: 273 Kim Ma, Giang Vo, Ba Đình, Hanoi, Vietnam

Phone: (024) 3726 2626

Fax: (024) 3726 2571

Business Registration No.: 0100107155 Website: <https://hanoitoserco.com>.

**WORKING AND VOTING REGULATIONS**  
**ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025**  
**HANOI TOURIST SERVICE JOINT STOCK COMPANY**

**Article 1: General Principles**

1. All shareholders attending the Annual General Meeting of Shareholders (AGM) must dress neatly and formally, present all necessary identification documents and papers verifying their shareholder status at the reception desk and the Shareholder Eligibility Verification Board.
2. Upon entering the meeting room, shareholders must sit in the designated seats or areas as arranged by the Organizing Committee and comply with the seating arrangements.
3. Smoking is prohibited in the meeting room.
4. Maintain a friendly, polite, and orderly attitude during the meeting. Private conversations and mobile phone usage are not allowed during the meeting. All mobile phones must be turned off or set to silent mode (if phone use is necessary, shareholders are requested to step outside the meeting room).
5. Attendees must follow the Chairperson's instructions to ensure the meeting proceeds smoothly, efficiently, and properly.

**Article 2: Conditions for Conducting the Annual General Meeting of Shareholders**

The General Meeting of Shareholders may be conducted when the attending shareholders or their authorized representatives hold more than 50% of the total voting shares.

**Article 3: Attendance Conditions and Proxy Regulations**

1. Shareholders who are individuals or authorized representatives of organizational shareholders listed in the shareholder registry of Hanoi Tourist Service Joint Stock Company as of the record date are entitled to attend the AGM 2025.
2. Eligible shareholders may attend the AGM in person or authorize a representative to attend. Proxies may not further delegate their authority. If multiple proxies are appointed, the number of shares and voting rights for each proxy must be clearly specified.
3. Proxy documents must follow the Company's template and comply with civil law regulations. If shareholders do not use the Company's proxy form, the document must clearly state the authorized person's name, and the number of shares authorized.
4. Proxy must present the proxy document when registering before entering the meeting room.
5. Shareholders or their proxies must complete registration procedures before attending the meeting.

#### **Article 4: Rights and Obligations of Shareholders/Legal Proxies Attending the GMS**

1. All attending shareholders or their representatives may participate, express opinions on agenda items, and vote during the AGM.
2. Eligible shareholders have rights and obligations as stipulated by current laws, the Company's Charter and Regulations (once approved by the AGM).
3. Each shareholder/proxy must present original legal identification (such as Citizen ID card, passport, or other valid personal documents), the meeting invitation, and the proxy document (if applicable) to the Shareholder Eligibility Verification Board for registration and to receive Voting Cards and meeting materials.
4. Shareholders wishing to speak must obtain the Chairperson's permission, keep their remarks concise and relevant to the agenda, and avoid repetition. Written questions may also be submitted to the Secretariat.
5. Shareholders have the right to vote on all matters within the authority of the General Meeting of Shareholders as prescribed in the Company's Charter.
6. Shareholders attending the General Meeting of Shareholders, after hearing the report on the contents to be approved, will discuss and approve by voting.
7. Shareholders arriving after the opening of the General Meeting, after completing the registration procedure, are allowed to attend and vote on the remaining voting contents according to the approved General Meeting agenda without affecting the validity of prior votes.

#### **Article 5: The Meeting Chairperson**

1. The Chairperson of the Board of Directors presides convenes the Meeting; in case the Chairperson is absent or temporarily unable to work, the remaining members of the Board of Directors shall elect one of them to preside over the Meeting, according to the majority principle; in case there is no one who can preside, the member of the Board of Directors with the highest position shall direct the Meeting to elect the Chairperson from among the attendees and those with the highest votes shall preside over the meeting.
2. The Chairperson nominates candidates for the Presidium, Vote Counting Board, and Secretariat for AGM approval.
3. The Chairperson presides over and, together with members of the Presidium, directs the General Meeting of Shareholders and resolves any issues that arise (if any) during the General Meeting.
4. The Chairperson has the right to request all meeting attendees to submit to inspection or other legal and reasonable security measures; request competent authorities to maintain order at the meeting; expel those who do not comply with the Chairperson's authority, intentionally disrupt order, prevent the normal progress of the meeting or do not comply with security inspection requirements from the General Meeting of Shareholders.
5. The Chairperson's rights and obligations are defined by law and the Company.

#### **Article 6: Rights and Obligations of the Organizing Committee**

1. The Organizing Committee of the General Meeting shall be established by the Board of Directors of the Company or authorized to be established by the Chairperson of the Board of Directors.
2. The Head of Organizing Committee assigns members to verify shareholder eligibility, distribute materials, and execute other organizational tasks.

#### **Article 7: Rights and Obligations of the Shareholder Eligibility Verification Board**

1. The Shareholder Eligibility Verification Board consists of 01 Head of the Board and members of the Organizing Committee of the General Meeting selected.
2. Shareholder Eligibility Verification Board has the right to establish a support unit to complete the Board's tasks.
3. Shareholder Eligibility Verification Board has the function of verifying shareholder/proxy eligibility, registers attendees, and distributes Voting Cards.
4. Report to AGM on the results of the verification of shareholders' eligibility to attend the General Meeting.

#### **Article 8: Rights and Obligations of the Secretariat**

1. The Secretariat nominated by the Chairperson and approved by the General Meeting of Shareholders is responsible to the Chairperson and the General Meeting of Shareholders for its duties.
2. Duties of Secretariat:
  - Record honestly and accurately the contents and issues approved by the shareholders/shareholder representatives or noted at the General Meeting.
  - Prepare the Minutes of the General Meeting.
  - Assist the Chairperson in announcing draft documents, conclusions, and notices to shareholders upon request.
  - Receive registration forms for speaking from shareholders/shareholder representatives (if any).
  - Perform other tasks assigned by the Chairperson.

#### **Article 9: Rights and Obligations of the Vote Counting Board**

1. The Vote Counting Board with 3 members is nominated by the Chairperson and approved by the General Meeting of Shareholders.
2. The Vote Counting Board has the rights to establish a support team to complete the Board's duties.
3. The Vote Counting Board has the following duties:
  - Provide guidance on how to use the Voting Card.
  - The Vote Counting Board will determine the number of votes in favor, the number of votes against, the number of votes with no opinion and the number of invalid votes.
  - Report on the voting results.
4. The Board is responsible for the accuracy and integrity of the vote counts.

#### **Article 10: Adoption of AGM Resolutions**

1. Voting method:
  - a. Shareholders and Shareholders' Representatives exercise their voting rights at the Annual General Meeting of Shareholders 2025 of Hanoi Tourist Service Joint Stock Company by using Voting Cards.

The Voting Card is pre-printed according to the form of the Organizing Committee of the Meeting, sealed by Hanoi Tourist Service Joint Stock Company and distributed to Shareholders when attending the Meeting, with information about the shareholder code, the number of shares with voting rights of the Shareholder or the Shareholder Representative attending the Meeting. Shareholders use the Voting Card to vote on issues that require direct voting at the Meeting by raising the Voting Card.

- b. Shareholders/representatives of shareholder shall vote on each issue in the agenda. For each issue to be voted on at the General Meeting of Shareholders, the Chairperson of the Meeting shall propose to vote 3 times in the following order:
- First time : Vote in favor.
  - Second time : Vote against.
  - Third time : Vote without opinion.
2. *For direct voting by raising the Voting Card:* Each Shareholder or Shareholder Representative (01 person) is only allowed to vote 01 time (agree, disagree or have no opinion) for each time the Chairperson asks for a vote on an issue to be voted on at the General Meeting of Shareholders. In case a shareholder does not vote on any content, the shareholder is obliged to immediately notify the Vote Counting Board at the time of voting on that content to summarize the results.
3. Voting ratio and conditions for passing decisions of AGM at the meeting shall be implemented according to the provisions of the Company Charter and relevant laws.

**Article 11: Talking at the meeting**

1. Shareholders/shareholder representatives attending AGM who wish to express their opinions must have the consent of the Chairperson.
2. Shareholders/shareholder representatives speak briefly, focusing on the key points to be discussed, in accordance with the approved agenda of the General Meeting. The maximum speaking time for each shareholder is 5 minutes.
3. The Chairperson arranges for shareholders to speak in the order of registration and answers shareholders' questions..

**Article 12: Minutes and Resolution of the Meeting**

1. The content of the General Meeting of Shareholders is fully recorded by the Secretariat in the Minutes of the meeting and approved before the closing of AGM.
2. Meeting minutes are the basis to compose the Resolution of AGM.
3. Minutes of the General Meeting of Shareholders and Resolutions passed by AGM and related documents are kept at the Company's head office.
4. The Chairperson and Secretary of the meeting or other person signing the minutes of the meeting shall be jointly responsible for the truthfulness and accuracy of the contents of the minutes.
5. In case the Chairperson, Secretary/Secretariat refuses to sign the meeting minutes, the Minutes shall be valid if signed by all other members of the Board of Directors attending the meeting and contain all the contents as prescribed in this clause. The Meeting Minutes shall clearly state the refusal of the Chairperson, Secretary/Secretariat to sign the Meeting Minutes.

**Article 13: Effectiveness**

These working and voting regulations are publicly announced before AGM, take effect immediately after being approved AGM and implemented at the Annual General Meeting of Shareholders 2025 of Hanoi Tourist Service Joint Stock Company.

ON BEHALF OF  
THE GENERAL MEETING OF SHAREHOLDERS  
MEETING CHAIRPERSON

*Hanoi, 22. April 2025*

**REPORT OF THE BOARD OF DIRECTORS**  
***ON BUSINESS PERFORMANCE IN 2024 AND BUSINESS PLAN FOR 2025***

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**To: Esteemed Shareholders of Hanoi Tourism Services Joint Stock Company**

*Pursuant to:*

- The Law on Enterprises 2020;*
- The Charter of Organization and Operation of Hanoi Tourism Services Joint Stock Company ("the Company");*
- The audited financial statements for 2024;*
- Resolution No. 22/2025/NQ-BOD on the plan to organize the 2025 Annual General Meeting of Shareholders..*

The Board of Directors ("**BOD**") hereby reports to the General Meeting of Shareholders ("**GMS**") on the governance and performance of the BOD in 2024 and the business plan for 2025 as follows:

**A. BOD PERFORMANCE RESULTS IN 2024:**

**I. Current Members of the Board of Directors:**

The Board includes 05 members:

1. Mr. Nguyen Van Dung – Chairman
2. Ms. Duong Thi Hue – Vice Chairwoman
3. Ms. Le Thanh Ha – Member
4. Ms. Vu Thi Quynh Trang – Member
5. Mr. Nguyen Manh Hung – Member

**II. Performance of the Board of Directors in 2024:**

The BOD operated in accordance with the Law on Enterprises and the Company Charter. Meetings were held regularly and exceptionally, or resolutions were adopted by written consent, to discuss and approve important matters within its authority. The BOD closely and promptly directed the Board of Management to achieve effective business performance.



In 2024, the BOD approved the following Resolutions and Decisions:

- Approval of the 13th-month salary payment to staff on the occasion of Lunar New Year 2024;
- Appointment of the Chairman and Vice Chairman of the BOD for the remainder of the 2021–2026 term; Change of legal representative and approval of the 2024 business plan and budget;
- Approval of the organization plan for the 2024 Annual GMS;
- Selection of KPMG Co., Ltd. as the auditor for the 2024 financial statements;
- Approval of renovation and drainage system upgrades at restrooms and the lobby area of 273 Kim Ma Building;
- Approval of 13th-month salary payment for Lunar New Year 2025;
- Approval of the dissolution of the Tourism Services Enterprise and the organizational structure following the dissolution;
- Implementation of 2023 dividend payment to shareholders per 2024 AGM resolution;
- Approval of internal regulations and policies (e.g., coordination between Party Committee and BOD/Board of Management ; salary scales and job position wage structures).

The BOD also closely coordinated with the Supervisory Board ("SB"), supported the SB in management Company's activities, and support the Board of Management in Administrative activities to achieve the Company's overall objectives.

**1. Some key business performance indicators in 2024:**

- Net revenue from sales and services: VND 144.19 billion, reaching 102.63% of the plan;
- Profit before tax: VND 90.32 billion, reaching 296.22% of the plan;
- Profit after tax: VND 81.7 billion, reaching 337.32% of the plan.

**2. Supervision results of the Board of Management and Management in 2024:**

In 2024, BOD directed and supervised the Board of Management in the management and administration of the Company, ensuring the implementation of goals and tasks in accordance with the Resolutions and Decisions of the BOD and GMS. The BOD ensured that the Company's business operations were not disrupted and that all activities complied with the provisions of law, the Company Charter, and internal regulations.

The Board of Management performed its functions and duties in compliance with legal regulations, the Company Charter, and Resolutions and Decisions issued by the BOD and the GMS.

### **3. Human Resources:**

The BOD issued a resolution approving the payment of the 13th-month salary for employees on the occasion of the Lunar New Year 2024 and Lunar New Year 2025 to motivate and encourage staff in achieving the Company's business targets for 2024.

### **4. Financial Management:**

The BOD directed the Board of Management to manage capital efficiently, control assets, inventory, and receivables, and reduce costs in accordance with the Company's policies and applicable laws, to maximize profit and avoid shortcomings in financial and accounting practices.

In accordance with the resolution of the 2024 Annual GMS, the Board of Management implemented the necessary procedures to distribute dividends for 2023 to shareholders and signed the audit service contract for the 2024 financial statements with the auditing firm selected by the BOD.

### **5. Asset Management and Utilization:**

The BOD directed the Board of Management and related departments to implement various leasing strategies to maximize benefits and revenue from the Company's real estate operations.

Throughout 2024, the Company undertook maintenance, repair, and upgrade activities for facilities and infrastructure at its buildings (No. 02 Nui Truc and No. 273 Kim Ma, Hanoi), as well as at rental locations.

The Company maintained an occupancy rate of 94% at the 273 Kim Ma Building and approximately 84% at the Van Phuc Building. Profit after tax from real estate operations reached VND 32.85 billion, equivalent to 173% of the planned target, contributing significantly to the Company's overall business performance.

### **6. Remuneration and Benefits for BOD in 2024:**

In accordance with the resolution of the 2024 Annual GMS, the Company paid remuneration to the BOD for 2023, including personal income tax and the Tet bonus, totaling VND 741,000,000. The approved monthly remuneration rates for 2023 were as follows:

- Chairman of the BOD: VND 15,000,000/month
- Vice Chairwoman of the BOD: VND 12,000,000/month
- BOD Members (03 members): VND 10,000,000/person/month

## **7. Shareholder Relations and Public Company Obligations:**

The Company fully complied with disclosure obligations applicable to public companies, including quarterly, semi-annual, and annual financial reports; notifications of the shareholder list for GMS meetings; semi-annual and annual corporate governance reports for 2024;.... and other information as required by the State Securities Commission and the Hanoi Stock Exchange.

The Company promptly provided information to shareholders upon request and made updates in a timely manner, in accordance with state regulations and the Company Charter.

The organization of the 2024 Annual GMS was conducted in full compliance with internal and legal regulations.

## **8. Related Party Transactions:**

The list of related parties and their associated interests was fully disclosed in the Company's corporate governance report, as required by law.

The Company complied with legal regulations by reporting all transactions between the Company (including subsidiaries and companies in which it holds more than 50% ownership) and BOD members or their related parties, as well as transactions with companies in which a BOD member was a founding shareholder or manager within three years prior to the transaction.

**9. BOD Subcommittees:**No BOD subcommittees were established.

## **B. BOD'S PLAN FOR 2025:**

**1. Business Plan:** The BOD coordinates with the Board of Management to implement the approved 2025 business plan:

- Net revenue from sales and services: VND 151.45 billion;
- Gross profit from sales and services: VND 26.59 billion;
- Profit before tax: VND 30.98 billion.

The BOD proposes the GMS authorize the BOD to adjust the 2025 plan and budget in line with actual conditions (if necessary).

## **2. Implementation Plans and Activities for 2025:**


Key Activities Implemented and Operational Plans of BOD for 2025:

- BOD has prepared the 2025 business plan, reviewed and finalized reports and proposals to be submitted to the 2025 Annual GMS in accordance with Company regulations and applicable laws.

- The BOD completed personnel-related matters, including the reappointment of Ms. Vu Hoai Chau as Deputy General Director for a 5-year term starting from January 16, 2025, and the appointment of a new Chief Accountant.
- To support the Company's development, the BOD continues to supervise and promptly direct the Board of Management and management team across all business areas.
- The BOD remains focused on supervising and directing the Board of Management to strive for the achievement of 2025 business targets; ensure stable employment, income, and employee benefits; protect shareholders' rights; fulfill State obligations; and comply with the Company's Charter, internal policies, and legal regulations. The BOD also provides timely direction to resolve operational challenges and regularly reviews the implementation of key projects.
- Continue reviewing progress to accelerate implementation and foster development momentum for projects in affiliated companies in which the Company holds equity, such as the Eastern Star Hotel Investment Project, and the Renovation and Upgrade Projects for Pullman Hotel and Hanoi Hotel.
- Maintain and strengthen relationships with current partners and suppliers by enhancing service quality in terms of policies, scale, and human resources; implement effective human resource strategies in line with the Company's growth needs.
- Intensify efforts to optimize space utilization for maximum business efficiency and profit. Promote new investments as well as the renovation and upgrade of service business infrastructure.
- Strengthen internal and legal compliance in management practices; enforce sound financial management and internal spending controls; ensure strict adherence to legal standards; closely monitor outstanding debts and proactively pursue collections to avoid capital loss and misuse.
- Strive to maintain the Company's overall stability and unity among shareholders and employees; enhance collaboration with government agencies; gradually improve facilities and working conditions; and improve employee welfare and well-being, both materially and spiritually.

### C. CONCLUSION:

BOD sincerely thanks the shareholders—especially major shareholders - for their support, as well as the efforts of the Board of Management , management, employees, and the assistance of government authorities in achieving the above results.

We respectfully submit this report to the General Meeting of Shareholders for approval. 

**Recipients:**

- *As addressed*
- *Company archive*

**ON BEHALF OF THE BOARD OF DIRECTORS**

**CHAIRMAN** 



  
**NGUYEN VAN DUNG**



**REPORT OF THE BOARD OF SUPERVISORS  
AT THE ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Charter of Organization and Operation of Hanoi Tourist Service Joint Stock Company ("Company");
- Pursuant to the Operating Regulations of the Board of Supervisors;
- Pursuant to the 2024 Financial Statements of The Company, audited by KPMG Limited in Vietnam.

**Dear Shareholders,**

The Board of Supervisors ("**SB**"); would like to report on the Board's activities and performance in 2024, as well as its operational plan for 2025, with the following details:

**I. ACTIVITIES OF SB IN 2024:**

**1. Activities of the Supervisory Board in 2024**

In 2024, SB carried out its monitoring and inspection duties as follows:

- Monitoring and inspecting the management and implementation of the Company's business plan, as well as the activities of the Board of Directors ("**BOD**") and the Board of Management ("**BOM**"). It also ensured the legality and appropriateness of business activities in 2024, in accordance with the resolutions of the Annual General Meeting of Shareholders.
- Monitoring and supervising the issuance of resolutions and decisions by the **BOD** and the **BOM**.
- Inspecting the legality, appropriateness, fairness, and caution in the organization of accounting, statistics, and quarterly and annual financial reporting.
- Reviewing the performance reports of the production and business plan, financial reports, and management reports, ensuring the legality, appropriateness, fairness, and caution in the organization of accounting, statistics, and the preparation of financial reports for 2024, as well as for the quarters and year. Timely comments were provided to ensure the reports were prepared according to the correct procedures and accurately reflected the Company's financial situation. SB also prepared the Board's annual activity report for 2024 to present at the Annual General Meeting of Shareholders 2025.
- Overseeing the implementation of periodic and extraordinary information disclosures according to legal regulations and the Law on Securities, reviewing the transparency of the information disclosure process to protect shareholders' rights.
- The SB proactively developed and implemented its monitoring plan in accordance with the law and the Company's charter. It monitored the execution of internal regulations and guidelines that the Company had issued. It also examined accounting data from departments derived from the accounting software, as well as other data related to business activities. If necessary, the SB would request the Company or relevant departments to provide additional documentation to ensure the monitoring process was carried out effectively.
- Actively coordinating with the BOD, the Board of Management, and other departments to ensure effective work. During the overseeing and inspection process, the SB always received attention and facilitation from the BOD, Board of Management, and the Company's administrative staff, enabling the SB to complete the Board's tasks.

## 2. Meetings of the Supervisory Board in 2024

In 2024, the SB held regular meetings with the following content:

No.	Meeting title	Date (dd/mm/yy)	Content
1	Meeting 1	27/03/2024	Review of the Audited 2023 Financial Statements; Evaluation of the business performance for the first two months of 2024; Members provided feedback on the Board of Supervisors' activity report to be presented at the 2024 Annual General Meeting of Shareholders; Planning and tasks of the Board of Supervisors for the next period.
2	Meeting 2	07/08/2024	Evaluation of the Financial Statements and business performance for the first 6 months of 2024; Plan for the Board of Supervisors' activities and inspections for the upcoming period.
3	Meeting 3	25/12/2024	Evaluation of the Company's business performance for the first 9 months and 11 months of 2024; Developing the operational direction of the Board of Supervisors for 2025; Assignment of tasks to the Board members for 2025; Plan for the Board's activities and monitoring in 2025, along with other related matters.

SB prepares financial evaluation reports of the Company every 6 months and annually, which are sent to the BOD and the Annual General Meeting of Shareholders.

## II. RESULTS OF THE BOARD OF SUPERVISORS ' MONITORING AND INSPECTION ACTIVITIES:

### 1. Regarding the Company's Financial Position as of December 31, 2024::

Through monitoring the business activities of the Company and auditing the quarterly, semi-annual, and annual financial reports for 2024 of Hanoi Tourist Service Joint Stock Company, the SB provides the following assessments:

- The Company has fully complied with the requirements of the current Vietnamese Accounting Standards and the Vietnamese Accounting System for Enterprises in organizing its financial and accounting operations. The Company has implemented accounting entries and prepared complete quarterly and annual financial statements, ensuring accuracy, honesty, and legality.
- Auditor's Opinion on Financial Reports: the financial statements give a true and fair view, in all material respects, of the financial position of Hanoi Tourist Service Joint Stock Company as at 31 December 2024 and of its results of operations and cash flows for the year then ended in accordance with Vietnamese Accounting Standards, the Vietnamese Accounting Policy For Enterprises and the relevant statutory requirements applicable to financial reporting.
- SB confirms that the financial data presented in the 2024 financial reports of the Company, audited by KPMG Limited in Vietnam, accurately reflects the Company's current financial status.
- Key Financial Data as of December 31, 2024:

#### Key Financial Figures of 2024

Unit: Mil VND

No.	Financial Items	31/12/2024	31/12/2023
I	Total assets	891,785	882,654
1	Curent assets	556,256	546,714

2	Long-term assets	335,529	335,940
<b>II</b>	<b>Total resources</b>	<b>891,785</b>	<b>882,654</b>
1	Liabilities	32,895	33,623
	Current liabilities	26,393	27,992
	Long-term liabilities	6,502	5,631
2	Equity	858,890	849,031

No.	Financial Ratio	Unit	31/12/2024	31/12/2023
<b>I</b>	<b>Asset Structure</b>			
1	Current Assets / Total Assets	%	62.38	61.94
2	Long-term Assets / Total Assets	%	37.62	38.06
<b>II</b>	<b>Capital Structure</b>			
1	Liabilities/ Total resource	%	3.69	3.81
2	Equity/ Total resource	%	96.31	96.19
<b>III</b>	<b>Liquidity Ratios</b>			
1	Current Ratio (Current Assets / Current Liabilities)	Times	21.08	19.53
2	Quick Ratio {(Cash + Cash Equivalents + Short-term Receivables + Short-term Investments) / Short-term Liabilities}	Times	21.04	19.44
<b>IV</b>	<b>Profitability Ratio</b>			
1	Net Profit After Tax	Mil VND	81,703	75,443
<b>Order</b>	<b>Financial Ratio</b>	<b>Unit</b>	<b>31/12/2024</b>	<b>31/12/2023</b>
2	ROE (Net Profit After Tax / Average Equity)	%	9.57	9.14
3	ROA (Net Profit After Tax / Average Total Assets)	%	9.21	8.78
<b>V</b>	<b>Earnings Per Share</b>	VND/share	<b>1,092</b>	<b>1,009</b>

#### Accounts Payable Situation

Unit: Mil VND

Figures	31/12/2024	31/12/2023
<b>1.Current liabilities</b>	<b>26,393</b>	<b>27,992</b>
- Account payable to suppliers	344	445
- Advances from customers	38	57
- Taxes and others payable to State Treasury	4,165	4,784
- Payables to employees	3,004	875
- Accrued expenses	660	2,812
- Unearned revenue – short-term	5,196	4,761
- Other payables – short-term	11,047	12,630
- Bonus and welfare fund	1,939	1,628

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<b>2. Long-term liabilities</b>	<b>6,502</b>	<b>5,631</b>
- Other payables – long-term	6,502	5,631
<b>Total</b>	<b>32,895</b>	<b>33,623</b>

(Source: Audited Financial Statements 2024)

#### Accounts Receivable Situation

Unit: Mil VND

Figures	31/12/2024	31/12/2023
<b>1. Accounts receivable – short-term</b>	<b>30,612</b>	<b>39,210</b>
- Accounts receivable from customers	9,647	11,464
- Prepayments to suppliers	417	1,320
- Other receivables	20,596	26,474
- Allowance for doubtful debts	(48)	(48)
<b>2. Accounts receivable – long-term</b>	<b>1,500</b>	<b>1,103</b>
<b>Total</b>	<b>32,112</b>	<b>40,313</b>

(Source: Audited Financial Statements 2024)

Through some financial indicators, the Company can see:

- Regarding the Company's debt at December 31, 2024:
  - The Company's debt at December 31, 2024 is: 32,895 million VND. Short-term debts are 26,393 million VND, mainly expenses payable for Airline tickets; travel services; security services; cleaning services; repairs; prepayment by buyers; taxes and amounts payable to the State; 13th month salary deduction; bonuses, lunch; Board of Directors and Board of Supervisors remuneration; dividend payment; Receiving short-term deposits and bets... Long-term debts are 6,502 million VND, which are deposits, deposits, and long-term bets received from customers renting the Company's offices.
  - The Company's receivables as of December 31, 2024 are: VND 32,112 million. Mainly focused on short-term receivables: VND 30,612 million; of which short-term receivables from customers: VND 9,647 million, mainly concentrated in two business units: Service Center, Airline Ticket Agency, Company Office.

Unit: Million VND

No.	Content	Amount
<b>1</b>	<b>Account Payable at Tourism Center</b>	<b>145</b>
<b>2</b>	<b>Service Center, Airline Ticket Agency</b>	<b>7,445</b>
	- Yamaha Motor Vietnam Ltd.	2,364
	- Honda Vietnam Company Ltd	2,015
	- Others	3,066
<b>3</b>	<b>Company Office</b>	<b>1,981</b>
	- Vietnam International Commercial Joint Stock Bank (VIB)	1,494
	- Others	487
<b>4</b>	<b>Tourism Service Enterprise</b>	<b>76</b>
	<b>Total</b>	<b>9,647</b>

In addition, other short-term receivables are 20,596 million VND, including receivables such as: Receivables from deposit interest of 13,899 million VND; Short-term deposits, pledges, and collateral of 5,442 million VND; Advances to employees... Long-term receivables of 1,500 million

VND also include pledges and collateral.

- **Regarding some financial indicators:**

With the data as in the above table at December 31, 2024, the Company's financial indicators basically show the efficiency and healthiness of the business's operations. The indicators of capital structure, assets, solvency and operating efficiency all show that the Company has a good financial situation, and shareholders' investment capital is preserved and developed. Specifically as follows:

- + The total assets and total capital of the Company as of December 31, 2024 are VND 891,785 million, a slight increase of 1.03% compared to December 31, 2023; of which: Short-term assets account for 62.38% and long-term assets account for 37.62%;
- + The Company's equity as of December 31, 2024 is VND 858,890 million, an increase of 1.16% compared to December 31, 2023;
- + The Company's liabilities as of December 31, 2024 are VND 32,895 million, a decrease of 2.17% compared to December 31, 2023;
- + The current ratio and quick ratio indicators are both large, showing that the Company's financial situation is good, ensuring liquidity for debt.
- + In addition, the indicators of Profit after tax/Profit rate (ROA), Profit after tax/Equity (ROE) in 2024 are both larger than in 2023.

**2. Assessment of the Company's Business Performance in 2024:**

In 2024, SB did not detect any unusual signs in the Company's business operations. All activities of the Company comply with the Law on Enterprises, the Company's Charter and legal regulations.

Production and business results and accounting data have been closely checked, ensuring accuracy and legality in recording data.

According to the Company's production and business plan for 2024 approved by the Annual General Meeting of Shareholders on May 8, 2024:

Figures		Actual 2024	Plan 2024	%Actual/Plan 2024
<b>1. Revenue from provision of services</b>	Mil VND	<b>144,190</b>	<b>140,500</b>	<b>102.63%</b>
2. Gross profit	Mil VND	31,909	27,500	116.03%
<b>3. Financial Income</b>	Mil VND	<b>74,905</b>	<b>21,402</b>	<b>349.99%</b>
4. Accounting profit before tax	Mil VND	90,321	30,500	296.13%
<b>5. Net profit after tax</b>	Mil VND	<b>81,703</b>	<b>24,224</b>	<b>337.28%</b>
6. % Net profit/Charter capital	%	10,92	3,24	-
7. Share capital	Mil VND	748,000	748,000	100.00%

In 2024, despite facing numerous difficulties and challenges from the business environment, thanks to the close and timely guidance of the Board of Directors and the efforts and unity of all employees, the Company has achieved many positive results and maintained stable growth. Over the past year, business strategies have been promptly adjusted to adapt to market changes and meet customer needs. Despite many challenges, the Company has still managed to maintain growth with high effort and determination. Alongside these successes, the Company continues to face numerous challenges. The competition in the Tourism and Service industry is becoming increasingly fierce, with customer demands rising higher. Additionally, external factors such as macroeconomic conditions, natural disasters, and epidemics have directly impacted the Company's



business operations. These challenges, however, have driven creativity, innovation, and continuous improvement to provide customers with the best services.

With these efforts, the Company has achieved significant results in completing the business tasks for 2024. Specifically, as follows:

- **Service Revenue for 2024:** 144,190 million VND, reaching 102.63% of the assigned target, and a growth of 2.52% compared to 2023.
- **Financial Revenue** (including interest income and profits from joint ventures): 74,905 million VND, achieving 349.99% of the target, with a growth of 12.43% compared to 2023.
- **Profit Before Corporate Income Tax:** 90,321 million VND, reaching 296.13% of the target, and a growth of 5.27% compared to 2023.
- **Net Profit After Corporate Income Tax:** 81,703 million VND, achieving 337.28% of the 2024 target, and a growth of 8.3% compared to 2023.
- **Profit from Subsidiaries, Joint Ventures, and Associated Companies** as follows:

**According to the 2024 Financial Reports of these Companies:**

Unit: Million VND

No.	Parties	Net Profit After tax 2024
1	Hanoi Hotel Joint Venture Co., Ltd	79,220
2	Global Toserco Limited	59,681
3	Hanoi tourist Taxi Joint Stock Company	216
4	Orient Star Trading and Tourism Joint Stock Company	Under construction

### 3. Assessment of the Supervisory Results over the BOD and the BOM

#### a. Board of Directors:

In 2024, SB did not detect any unusual situations in the activities of BOD. BOD has fully fulfilled its management responsibilities, adhering strictly to the Law on Enterprises, the Company's Charter, resolutions of the General Meeting of Shareholders, and other legal regulations.

The resolutions of the BOD in 2024 were issued in compliance with the authority of the Board and the content of these resolutions followed the decisions of the General Shareholders Meeting, the Law on Enterprises, the Company's Charter, and other relevant legal provisions.

BOD oversees the activities of the Board of Management in implementing the resolutions of the General Shareholders Meeting, the resolutions of the Board of Directors, and the Company's business operations. The Board of Directors cooperates with the Board of Management to direct and manage the Company's activities, contributing to the achievement of positive business results in 2024.

#### b. Board of Management:

In 2024, the Board of Management fully implemented the decisions and resolutions of the Board of Directors, strictly carrying out the rights and duties according to the Company's Charter and legal regulations.

Throughout the year, the Board of Management and the entire employees made good use of opportunities and overcame challenges to complete the assigned plans successfully.

#### c. Evaluation of Coordination Between the SB, BOD, and BOM in 2024:

SB has consistently maintained proactive coordination with the BOD, BOM, and relevant departments in conducting inspections, supervision, and making timely recommendations and contributions to ensure the harmonious protection of the legitimate interests of the Company and its shareholders.

Throughout the supervision process, the SB has received strong support and favorable conditions from the BOD, BOM, and department and unit managers across the Company, which has enabled the SB to effectively fulfill its assigned responsibilities.

**d. Salary and Remuneration of the Board of Supervisors for 2024:**

Number of Supervisory Board Members:

No.	Supervisory Board Member	Position	Notes
1	Mr. Tran Xuan Son	Head of Supervisory Board	
2	Mr. Nguyen Thanh Tuyen	Member	
3	Mr. Nguyen Tri Trung	Member	

The Supervisory Board consists of 03 members, with the Head of the Supervisory Board working on a full-time basis, while the other 02 members serve concurrently with other roles.

The remuneration for the Supervisory Board in 2024 was approved by the General Meeting of Shareholders (inclusive of personal income tax and an additional one-month payment on the occasion of the Lunar New Year 2025), specifically as follows:

- **Full-time Head of the Supervisory Board:** VND 29,000,000/month.

The Head is also entitled to the Company's general welfare and social insurance policies (*the Company contributes to social insurance and deducts from the salary/remuneration in accordance with legal regulations*).

- **Supervisory Board Members:** VND 5,000,000/person/month.

**III. ACTIVITY PLAN FOR 2025 AND RECOMMENDATIONS:**

**1. Activity Plan for 2025:**

- Develop a plan and oversee the implementation of business activities at the Company and its subsidiaries.
- Continue to perform the duties of monitoring business management and operations as defined by the Law on Enterprises and the Company's Charter.
- Monitor the implementation of resolutions from the 2025 General Shareholders Meeting and resolutions from the BOD.
- Review and validate quarterly, semi-annual, and annual financial reports and business performance of the Company. Evaluate the activities of the BOD and the Board of Management and present these assessments at the General Shareholders Meeting.
- Organize special checks when necessary or at the request of the BOD or shareholders as per regulations.
- Supervise compliance with internal management regulations of the Company and subsidiaries. Review and suggest necessary revisions to internal regulations to align with current laws and business practices.
- Enhance collaboration with the BOD, the Board of Management, and functional departments to perform timely monitoring and provide suggestions that ensure the Company's and shareholders' interests are maximized.
- Present the Audited Financial Reports to the General Shareholders Meeting along with an independent opinion on the financial status, business activities, and activities of the BOD and Board of Management.

**2. Recommendations:**

SB recommends the BOD and the Board of Management, as follows:

- Continue to maintain stability and increase the effectiveness of existing business sectors. Expand and develop new potential business areas that align with current market conditions;
- Formulate policies to improve and enhance the quality of human resources to meet the growing needs of business activities.
- Continue controlling costs and capital expenditures to ensure the successful completion of business goals for 2025 and the years ahead.
- Review and amend internal regulations to ensure compliance with new legal requirements and

align with practical business activities. Focus on improving risk management efficiency as per the guidelines of the state regulatory agencies.

Above is the report on the results of the monitoring activities in 2024 and the activity plan for 2025 by SB. The Board respectfully submits this report to the General Shareholders Meeting.

Thank you!

Wishing health to all Delegates and Shareholders.

Wishing the General Meeting great success.

***Recipients:***

- *General Meeting of Shareholders;*
- *Board of Directors;*
- *Board of Management;*
- *Board of Supervisors;*
- *Office Administration.*

**ON BEHALF OF THE BOARD OF SUPERVISORS**

**HEAD OF THE BOARD**



No: 35 /BC-TGD

Hanoi, date 22 month 4 year 2025

**REPORT OF THE BOARD OF MANAGEMENT ON BUSINESS PERFORMANCE  
IN 2024 AND ORIENTATION, TASKS FOR 2025**

*Dear Shareholders,*

On behalf of the Board of Management, I would like to report on the business performance in 2024 and the orientation, tasks for 2025 of the Company as follows:

**I. BUSINESS PERFORMANCE IN 2024**

**1. Business Overview in 2024**

In 2024, the global economy faced numerous challenges, including inflation, exchange rate fluctuations, trade tensions, and political instability in many regions. Domestically, the Government implemented various stimulus policies to support businesses; however, the tourism sector continued to face fierce competition, changes in consumer trends, and rising operational costs. Additionally, natural disasters such as storms and floods in 2024 caused significant damage to the national economy in general and the tourism industry in particular.

Despite many difficulties, the Company flexibly adjusted its business strategies to adapt to market changes, optimize resources, and achieve positive results in business operations.

**2. Performance of business targets in 2024**

*(Unit: Billion VND)*

No.	Indicator	Plan 2024	Actual 2024	% Achieved (Actual/Plan)
1	Net revenue from provision of services	140.5	144.19	102.63%
3	Profit before tax	30.50	90.32	296.22%
4	Profit after tax	24.22	81.70	337.32%
5	State budget submission		20.00	

### **3. Solutions implemented to enhance business efficiency**

#### ***3.1 Office leasing business:***

This is the core business segment generating profit for the Company. Currently, the Company's buildings and business locations have been in operation for an extended period, leading to the gradual degradation of facilities. To address this, the Company has implemented maintenance, repair, and upgrading solutions for facilities and equipment at the buildings and rental locations. In 2024, specific renovation projects were carried out, such as upgrading the fire prevention and fire fighting system at the Building No. 02 Nui Truc; replacing outdated lighting systems with energy-saving and aesthetically pleasing lights at the Building No. 273 Kim Ma. The Board of Directors approved plans for renovating the drainage and ventilation systems in restrooms at the Building No. 273 Kim Ma; renovating the lobby and repainting at Van Phuc Building; and renovating the first-floor lobby at the Building No. 273 Kim Ma, and other necessary projects.

Overall, in 2024, the occupancy rate at the Building No. 273 Kim Ma reached 94%, and that of Van Phuc Building reached 84%. Profit after tax achieved 32.85 billion VND (173% of the plan), significantly contributing to the achievement of the Company's overall business targets.

#### ***3.2 Tourism Center operations***

In 2024, the Tourism business faced numerous challenges due to intense competition among travel agencies and online service platforms.

The International Tourism segment continued to face difficulties due to uncompetitive visa policies compared to other countries in the region and a decline in some foreign tourist markets due to economic recession. In this context, the Company continued to focus on domestic tourism, diversified its products, expanded market access, and collaborated with partners to retain traditional customers and secure new contracts with additional clients.

Despite these efforts, revenue from travel tour operating in 2024 reached 50.8 billion VND (91% of the plan), with a profit of 391 million VND (68% of the plan).

#### ***3.3 Operations of the Service and Airline Ticket Agency Center***

Currently, fierce competition among airlines and ticket price fluctuations pose challenges for agencies in maintaining profitability and market share.

With a team of experienced and well-trained staff, Hanoi Toserco's Service Center, Ticket Airlines Agency has consistently been a reliable service provider for many organizational and individual clients, significantly contributing to the enhancement of Hanoi Toserco's brand value.



In 2024, revenue from airline ticket agent reached 40.52 billion VND (115% of the plan), with a profit of 371 million VND (103% of the plan).

### **3.4 Financial management and cost control:**

The Company has implemented accounting software to effectively manage financial information; closely monitored cash flow to ensure a balance between income and expenditure, maintaining financial stability.

Cost optimization measures were applied, including administrative cost savings, the use of energy-efficient equipment, and negotiating with suppliers to reduce service costs.

Quarterly financial evaluations were conducted to promptly adjust business strategies; financial reporting was ensured to be transparent, timely, and compliant with legal regulations

### **3.5 Implementation of employee policies**

The Company fully implemented policies and benefits for employees as per regulations, creating a conducive working environment equipped with necessary tools; employees received salaries and bonuses commensurate with their performance.

Additionally, the Company organized annual health check-ups, recreational trips to rejuvenate the workforce, distributed gifts on commemorative occasions, and provided support during hardships and illnesses, fostering trust and loyalty among employees

## **II. ORIENTATION AND TASKS FOR 2025**

### **1. Situation forecast**

In 2025, the global economy is expected to remain unstable, requiring us to strive and adapt to unforeseen developments while seizing opportunities from the Government's open-door policies. We will focus all resources and strive to achieve the 2025 business plan approved by the Company's Board of Directors.

### **2. Business plan for 2025**

*(Unit: Billion VND)*

No.	Indicator	Plan 2025
1	Net revenue from provision of services	151.45
2	Profit before tax	26.59
3	Profit after tax	30.98

### 3. Key Objectives in the Coming Period:

- Organize and manage business operations effectively; build a skilled and professional workforce capable of meeting job requirements according to assigned roles.
- Promote the application of information technology in daily operations to improve work quality and efficiency while reducing administrative costs in business activities.
- Continue to focus on employee welfare and ensure the proper implementation of labor policies and regimes, as well as fulfill obligations to the State.
- Manage information in compliance with legal regulations, ensuring the harmonious protection of the interests of the Company, shareholders, and employees.

### 4. Solutions to achieve objectives

- Continue improving service quality; invest in and upgrade facilities and equipment, optimize operating costs.
- Promote digital transformation and apply modern technology in management and business operations.
- Strengthen and enhance the Company's sales, product introduction, and service promotion efforts across digital platforms to attract customers and enhance competitiveness.
- Enhance professional training for employees, develop a skilled and dedicated workforce.

## III. CONCLUSION

In 2024, the Company achieved positive results. Nonetheless, to develop sustainably, stabilize the employment, and implement increasing income policies for employees, the Company's greater determination and effort are required.

With the close guidance of the Board of Directors, the unity of all employees, and the support of our Esteemed Shareholders, I am confident that the Company will achieve these objectives for 2025.

Wishing everyone good health, happiness, and success!

Sincerely,

#### Recipients:

- General Meeting of Shareholders;
- Board of Directors, Board of Supervisors;
- Archive: Office.



GENERAL DIRECTOR

NGUYỄN KIM HA

**HANOI TOURIST SERVICE  
JOINT STOCK COMPANY**

No.: 36/2025/TTr-HDQT

**SOCIALIST REPUBLIC OF VIETNAM  
Independence – Freedom – Happiness**

Hanoi, date 22 month 1 year 2025

**PROPOSAL**

***Re: Approval of Remuneration for the Board of Directors and Board of Supervisors in 2024  
and Proposed Remuneration Budget in 2025***

**To: THE GENERAL MEETING OF SHAREHOLDERS**

**HANOI TOURIST SERVICE JOINT STOCK COMPANY**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Charter of Organization and Operation of Hanoi Tourist Service Joint Stock Company ("Company");
- Pursuant to the Company's 2024 business performance and 2025 business plan
- Pursuant to The 2024 remuneration plan for the Board of Directors and Board of Supervisors, approved by the Annual General Meeting of Shareholders 2024 on May 8, 2024.

Board of Directors respectfully submits to the General Meeting of Shareholders for the approval of the total remuneration for members of the Board of Directors ("BOD") and Board of Supervisors ("BOS") for 2024, as well as the proposed remuneration plan for 2025, as follows:

**1. 2024 Remuneration for BOD and BOS Members (Including personal income tax and a one-month Lunar New Year bonus for 2025) as below:**

+ Total BOD remuneration for 2024	:	729,172,414 VND
+ Total BOS remuneration for 2024	:	507,000,000 VND
<b>Total</b>	:	<b>1,236,172,414 VND</b>

Which does not include the insurance, union fees, and welfare benefits for Head of BOS: VND 81.780.000 (insurance, union fees) + VND 25.000.000 (welfare funds).

**2. Proposed 2025 Remuneration Budget for BOD and BOS Members (Including personal income tax and a one-month Lunar New Year bonus for 2025) as below:**

**2.1 Board of Directors (05 members):**

+ Chairman of BOD	:	15.000.000 VND/month
+ Vice Chairwoman of BOD	:	12.000.000 VND/month per person
+ Board members	:	10.000.000 VND/month per person

**2.2 Board of Supervisors (03 members):**

+ Head of BOS	:	29.000.000 VND/month
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Entitled to social insurance and welfare benefits according to Company's regulations.  
(The Company pays social insurance and deducts from the salary/remuneration of the Head of the Board of Supervisors according to legal regulations).

+ BOS members : 5.000.000 VND/month per person

Total estimated 2025 remuneration budget for BOD and BOS members: 1,248,000,000 VND (including personal income tax and one-month Lunar New Year bonus for 2026).

We respectfully request the General Meeting of Shareholders to review and approve this proposal./.

**ON BEHALF OF BOARD OF DIRECTORS**

**Recipients:**

- As addressed;
- BOD, BOS;
- Filed: BOD office.

CHAIRMAN   
  
Nguyễn Văn Dũng



**HANOI TOURIST SERVICE  
JOINT STOCK COMPANY**

No.: ~~37~~ /2025/TTr-HĐQT

**SOCIALIST REPUBLIC OF VIETNAM  
Independence – Freedom – Happiness**

Hanoi, date 22 month 4 year 2025

**PROPOSAL**

***Re: Request for approval of Audited Consolidated 2024 Financial Statements***

**To: THE ANNUAL GENERAL MEETING OF SHAREHOLDERS  
HANOI TOURIST SERVICE JOINT STOCK COMPANY**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Charter of Organization and Operation of Hanoi Tourist Service Joint Stock Company ("Company");
- Pursuant to Resolution No. 30/2024/NQ-HĐQT dated June 4, 2024, regarding the selection of KPMG Limited in Vietnam as the auditing firm responsible for reviewing the semi-annual financial statements for the six-month period ending June 30, 2024, and auditing the financial statements for the year ending December 31, 2024

Based on the Audited Financial Statements for 2024 of the Company, as audited by KPMG Limited in Vietnam, the Board of Directors hereby reports and respectfully submits to the Annual General Meeting of Shareholders for approval and ratification of the Company's Audited Financial Statements for 2024, with the key financial indicators as follows:

No.	CONTENT	YEAR 2023	YEAR 2024
<b>I</b>	<b>BALANCE SHEET</b>		
1	Current assets	546,713,777,672	556,255,789,738
2	Long-term assets	335,940,639,927	335,529,320,459
	<b>Total assets</b>	<b>882,654,417,599</b>	<b>891,785,110,197</b>
3	Liabilities	33,623,439,334	32,895,192,011
4	Equity	849,030,978,265	858,889,918,186
	<b>Total resources</b>	<b>882,654,417,599</b>	<b>891,785,110,197</b>
<b>II</b>	<b>BUSINESS PERFORMANCE</b>		
5	Revenue from provision of services	140,652,250,756	144,189,716,652
6	Accounting profit after tax	85,802,749,910	90,320,877,872
7	Income tax expense - current	10,359,637,024	8,617,691,179
8	Net profit after tax	75,443,112,886	81,703,186,693

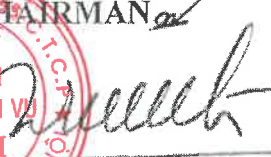

The full copy of the Company's Audited Financial Statements for 2024, which have been audited by KPMG Limited in Vietnam, is respectfully requested to be reviewed by Esteemed Shareholders via the following link: <http://hanoitoserco.com.vn/quan-he-co-dong/>.

*We hereby submit this to the Annual General Meeting of Shareholders for consideration and approval./.*

**Recipients:**

- As addressed;
- BOD, BOS;
- Filed: BOD's office.

**ON BEHALF OF BOARD OF DIRECTORS**

**CHAIRMAN**  
  
  
**Nguyen Van Dung**



**HANOI TOURIST SERVICE  
JOINT STOCK COMPANY**

No.: 36 /2025/TTr-HĐQT

**SOCIALIST REPUBLIC OF VIETNAM  
Independence – Freedom – Happiness**

Hanoi, date 22 month 4 year 2025

**PROPOSAL**

*Re: Distribution Plan of After-Tax Profit for 2024*

**To: THE ANNUAL GENERAL MEETING OF SHAREHOLDERS  
HANOI TOURIST SERVICE JOINT STOCK COMPANY**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Charter of Organization and Operation of Hanoi Tourist Service Joint Stock Company ("Company");
- Pursuant to the Company's business performance results for 2024;
- Pursuant to the Company's Audited Financial Statements for 2024.

The Board of Directors respectfully submits to the General Meeting of Shareholders the distribution plan of after-tax profit for 2024 as follows:

No.	Figure	Amount (VND)
I	Net Profit After Tax 2024	81,703,186,693
II	Appropriation to funds, dividend payment	81,703,186,693
1	Appropriation to Development Investment Fund (3%)	2,451,095,601
2	Appropriation to Bonus and Welfare Fund (3,001572%)	2,452,379,891
3	Bonus Fund for Executive Board, Board of Directors, and Supervisory Board (3%)	2,451,095,601
4	Dividend payment at 9.94% on outstanding shares (74,797,400 outstanding shares)	74,348,615,600
III	Retained Net Profit After Tax 2024 (III=I-II)	0

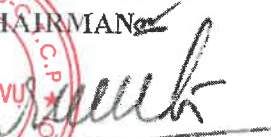
Respectfully submitted to the General Meeting of Shareholders for review and approval.

Sincerely, 

**Recipients:**

- As addressed ;
- BOD, SB;
- Archive: BOD's office.

**ON BEHALF OF BOARD OF DIRECTORS**

**CHAIRMAN**  
  
**ÔNG CHỦ ĐỊCH VỤ**  
**HÀ NỘI**  
**NGUYỄN VĂN DUNG**

No.: 39/2025/TTr-BKS

Hanoi, date 22 month 4 year 2025

**PROPOSAL**

***Re: Selecting the audit firm to Financial Statements 2025***

**Re: THE ANNUAL GENERAL MEETING OF SHAREHOLDERS  
HANOI TOURIST SERVICE JOINT STOCK COMPANY**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to Charter of Organization and Operation of Hanoi Tourist Service Joint Stock Company (the "Company");
- Based on the actual operating situation of the Company;

Board of Supervisors of the Company respectfully submits to the Annual General Meeting of Shareholders for approval of the selection of an external audit firm to review the semi-annual financial statements for the six-month period ending June 30, 2025, and to audit the financial statements for the fiscal year ending December 31, 2025 (the "Financial Statements") as follows:

**1. Basis for Proposing the Selection of an Audit Firm:**

- The audit firm must be an independent, reputable firm with highly qualified professionals and experienced auditors in financial statement auditing within the business sector, in compliance with Vietnamese Accounting Standards (VAS), Vietnamese Accounting Policy For Enterprises, and International Financial Reporting Standards (IFRS); and must be on the list of eligible audit firms approved by the Ministry of Finance.
- There must be no conflicts of interest in conducting the audit of the Financial Statements for the Company.
- The audit firm must have reasonable auditing costs in accordance with competition rules.

**2. Proposal of Board of Supervisors:**

The General Meeting of Shareholders authorizes BOD to decide on the selection of an independent audit firm that meets the above criteria to audit the Company's 2025 Financial Statements in accordance with the law. The proposed firm is **KPMG Limited in Vietnam** or **another approved audit firm eligible to audit financial statements for listed and publicly traded entities**, in case negotiations with **KPMG Limited in Vietnam** is not successfully concluded.

Board of Supervisors proposes that Annual General Meeting of Shareholders authorizes the Company's General Director to sign the audit service contract with the selected audit firm.

We respectfully submit this to the General Meeting of Shareholders for consideration and approval../.

**Recipients:**

- As addressed ;
- BOD, SB;
- Archive: Office.

**ON BEHALF OF BOARD SUPERVISORS**

**Head of the Board**



**Tran Xuan Son**