



VIEN DONG INVESTMENT  
DEVELOPMENT TRADING  
CORPORATION

806 Au Co, Ward 14, Tan Binh District, HCMC

THE SOCIALIST REPUBLIC OF VIETNAM  
Independence - Freedom - Happiness

No: 03.25 CV/VID-HĐQT

Ho Chi Minh City, January 21, 2025

## INFORMATION DISCLOSURE

**Kính gửi:** - The State Securities Commission of Vietnam  
- The Vietnam Exchange  
- The Ho Chi Minh Stock Exchange

1. Name of organization: Vien Dong Investment Development Trading Corporation
  - Stock code: VID
  - Address: 806 Au Co Street, Ward 14, Tan Binh District, Ho Chi Minh City
  - Telephone: 028.38428633 Fax: 028.38425880
  - E-mail: [info@dautuviendong.vn](mailto:info@dautuviendong.vn) Website: <https://dautuviendong.vn>
2. Contents of disclosure: Vien Dong Investment Development Trading Corporation announces: The Report on Corporate Governance 2024 (Abridged Version)
3. This information was published on the website of Vien Dong Investment Development Trading Corporation on January 21, 2025, at the following link: [www.dautuviendong.vn](http://www.dautuviendong.vn)

We hereby certify that the information provided is true and correct and we bear the full responsibility to the law./.

Sincerely,

*Attached document:*

- Report on Corporate Governance in 2024 (Abridged version)

CHAIRMAN OF THE BOARD OF DIRECTORS



Bui Quang Khoa



VIEN DONG INVESTMENT DEVELOPMENT TRADING CORPORATION

806 Au Co, Ward 14, Tan Binh District, HCMC

Tel: 028.38428633 - Fax: 028.38425880 - <https://dautuviendong.vn>

**REPORT  
ON CORPORATE GOVERNANCE  
YEAR 2024**

REPORT ON CORPORATE GOVERNANCE  
Year 2024

To : - The State Securities Commission  
- The Ho Chi Minh City Stock Exchange

- Name of company: CÔNG TY CP ĐẦU TƯ PHÁT TRIỂN THƯƠNG MẠI VIỄN ĐÔNG  
- Address of head Office: 806 Âu Cơ, Phường 14, Quận Tân Bình, TP.Hồ Chí Minh, Việt Nam  
- Telephone: 028.38428633  
- Email: info@dautuviendong.vn  
- Website: https://dautuviendong.vn  
- Charter capital: 408.360.690.000 đồng  
- Stock symbol: VID  
- Governance model:

Fax: 028.3842588

+ General Meeting of Shareholders, Board of Directors, Board of Supervisors, General Director/Director  
+ The implementation of internal audit: implemented

## I. Activities of the General Meeting of Shareholders:

Information on meetings, resolutions and decisions of the General Meeting of Shareholders:

No.	Resolution/ Decision No.	Date	Content
1	01.24 BB/VID-ĐHĐCĐ	25/04/2024	Minutes of the 2024 Annual General meeting of shareholders
2	01.24 NQ/VID-ĐHĐCĐ	25/04/2024	Resolution of the 2024 Annual General meeting of shareholders

## II. The Board of Directors (The report year 2024):

## 1. Information about the Members of The Board of Directors

No.	Member of the BoDs	Position (Independent member of the BoDs, Non-executive member of the BoDs)	The date becoming/ceasing to be the member/independent of the BoDs	
			Date of appointment	Date of dismissal
1	Mr. Bui Quang Khoa	Chairman of the BoDs	28/04/2022	
2	Mr. Bui Quang Minh	Vice Chairman of the BoDs cum Chief Executive Officer	28/04/2022	
3	Mr. Tran Hoang Nghia	Non-executive member of the BoDs	23/04/2021	
4	Mr. Pham Tat Phu	Independent member of the BoDs	28/04/2022	
5	Ms. Tran Thi Phuong Mai	Independent member of the BoDs	28/04/2022	

## 2. Meetings of the Board of Directors

No.	Member of the Board of Directors	Numbers of Meetings attended of the BoDs	Attendance Rate	Reasons for absence
1	Mr. Bui Quang Khoa	7	100%	
2	Mr. Bui Quang Minh	7	100%	
3	Mr. Tran Hoang Nghia	7	100%	
4	Mr. Pham Tat Phu	7	100%	
5	Mrs. Tran Thi Phuong Mai	7	100%	

## 3. Supervising the Board of Management by the Board of Directors:

Direct the review of business operations for the year 2023, prepare the financial business plan for 2024, and outline the development direction for the period 2023-2025, including the review of documents, organization, personnel, etc., for presentation to the Annual General meeting of shareholders for approval.

Successfully organize the Annual General Meeting of Shareholders 2024 on April 25, 2024, at the Company's Hall located at 806 Au Co, Ward 14, Tan Binh District, Ho Chi Minh City.

Coordinate with Nam Viet Auditing And Accounting financial consulting services Company Limited (AASCN) to audit the 2023 separate and consolidated financial statements, and provide additional explanations related to the financial reports.

Coordinate with Fac Auditing Company Limited (FAC) to audit the 2024 semi-annual separate and consolidated financial statements, and provide explanations for related contents in the financial statements.

Supervise the business operations and financial situation of the Company.

Prepare and submit periodic and extraordinary reports fully, accurately, and promptly to the State Securities Commission of Vietnam, the Ho Chi Minh City Stock Exchange, and the Vietnam Securities Depository and Clearing Corporation in compliance with regulations.

Verify compliance with and adherence to the provisions of the Law on Enterprises, the Company's Charter, and the current regulations of the Law on Securities.



**4. Activities of the Board of Directors' subcommittees (if any):**

The Investor Relations & Communication Department, Assistant Department, and Internal Audit Department are responsible for the periodic disclosure of information, including the Annual Report, Report on Corporate Governance, Quarterly/Semi-Annual/Annual Financial Statements, and notifications regarding the record date for the 2024 Annual General Meeting of Shareholders and the payment of dividends in cash for the 2023 financial year. They are also tasked with uploading AGM documents, Resolutions, and Minutes of the AGM to the Company's website, and ensuring the disclosure of 24-hour and other

The subcommittees have effectively fulfilled their role in supporting the Board of Directors in implementing, supervising, and efficiently controlling the Company's operations.

**5. Resolutions/ Decisions of the Board of Directors (The Report year 2024)**

No.	Resolution/ Decision No.	Date	Content	Approval rate
1	01.24 NQ/VID-HĐQT	04/01/2024	Regarding the approval of related-party transactions for 2024	100%
2	02.24 NQ/VID-HĐQT	23/02/2024	Regarding the approval of related-party transactions for 2024	100%
3	03.24 NQ/VID-HĐQT	29/02/2024	Regarding the organization of the 2024 Annual General Meeting of Shareholders	100%
4	04.24 NQ/VID-HĐQT	17/06/2024	Regarding the selection of the audit firm for the 2024 Financial Statements	100%
5	05.24 NQ/VID-HĐQT	19/07/2024	Regarding the implementation of cash dividend payment for the fiscal year 2023	100%
6	01.24 QĐ/VID-HĐQT	01/10/2024	Regarding the reappointment of the Chief Accountant & Head of Finance and Accounting Department	100%
7	06.24 NQ/VID-HĐQT	27/12/2024	Regarding the approval of the business plan for 2025	100%

**III. Board of Supervisors (The annual report year 2024) :****1. Information about current members of Board of Supervisors :**

No.	Members of Board of Supervisors (BoS)	Position	The date becoming/ceasing to be the member of the BoS	Qualification
1	Mrs. Le Thi Minh Giang	Head of the BoS	23/04/2021	Bachelor of Economics in Accounting – Auditing, Certificate of Chief Accountant Training
2	Mrs. Tran Thi Thanh Thuy	Member of the BoS	23/04/2021	Bachelor of Business Accounting
3	Mrs. Tran Thi Tinh	Member of the BoS	28/04/2022	Associate Degree in Accounting

**2. Meetings of Board of Supervisors**

No.	Members of Board of Supervisors (BoS)	Number of meetings attended	Attendance rate	Voting rate	Reasons for absence
1	Mrs. Le Thi Minh Giang	2	100%	100%	
2	Mrs. Tran Thi Thanh Thuy	2	100%	100%	
3	Mrs. Tran Thi Tinh	2	100%	100%	

**3. Supervising Board of Directors, Board of General Directors and shareholders by Board of Supervisors :**

Monitor the implementation of resolutions of the General Meeting of Shareholders (GMS), compliance with legal regulations, the Company's Charter, examining and evaluating financial and accounting activities, and periodic financial reports

Coordinate with relevant parties to verify the legality, accuracy, and prudence in management, as well as in accounting and statistical work

**4. The coordination among the Board of Supervisors, the Board of Directors, the Board of Management. and other managers :**

The Board of Supervisors, the Board of Directors, the Board of Management, and other relevant personnel regularly exchange information and coordinate activities in a spirit of respect, independence, objectivity, and compliance with the provisions of the legal regulations and the Company's Charter.

Coordinate with the General Director to prepare the Report evaluating the business and financial performance for 2023, the 2023 Performance Report, and the 2024 operational plan of the Board of Supervisors (to be submitted to the General Meeting of Shareholders); reviewing the periodic quarterly, semi-annual, and annual financial statements for 2023; and proposing the selection of an audit firm to conduct the audit of the 2024 separate and consolidated financial statements.

**5. Other activities of of the Board of Supervisors: Results of meetings during the reporting period**

No.	Document	Date	Content
1	Minutes of the BOS Meeting	02/04/2024	Regarding the review and approval of the draft report of the Board of Supervisors at the 2024 Annual General Meeting of Shareholders
2	Minutes of the BOS Meeting	13/06/2024	Regarding the proposal for the selection of an independent audit firm to audit the 2024 Financial statements

**IV. Board of Management :**

No.	Members of Board of Management	Date of birth	Qualification	Date of appointment/ dismissal of members of the Board of Management
1	Mr. Bui Quang Minh – General Director	24/01/1986	Master of Business Administration	28/04/2022

2	Ms. Nguyen Thi Thu – Deputy General Director	12/01/1959	Bachelor of Economic Management	01/06/2004
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**V. Chief Accountant :**

Full name	Date of birth	Qualification	Date of appointment/ dismissal
Mrs. Nguyen Thi Thuy Tien	02/07/1977	Bachelor of Economics in Accounting – Auditing, Certificate of Chief Accountant	01/10/2024

**VI. Training courses on corporate governance:**

Corporate governance training courses attended by members of the Board of Directors, members of the Board of Supervisors, the Board of Management, other management personnel, and the Company Secretary in compliance with corporate governance regulations: Participation in online corporate governance training courses organized by the State Securities Commission Viet Nam and the Ho Chi Minh City Stock Exchange.

**VII. The list of affiliated persons of the public company (The report year 2024) and transactions of affiliated persons of the Company**

**1. The list of affiliated persons of the public company**

No.	Name of Organizations/ Individuals	Securities trading account (if any)	Position at the Company (if any)	Identification Document Number	Date of issue	Place of issue	Address	Time of starting to be affiliated person of the Company	Time of ending to be affiliated person of the Company	Reasons	Relationship with internal persons
1	2	3	4	5	6	7	8	9	10	11	12
I	Vien Dong Investment Development Trading Corporation										Parent Company
1	Bui Quang Khoa		Chairman of the BoDs					28/04/2022		Appointment	Legal representative
2	Bui Quang Minh		Vice chairman of the BoDs & General Director					28/04/2022		Elected at the 2022 AGM	Internal person
3	Tran Hoang Nghia		Member of the BoDs (Non-executive)					23/04/2021			Internal person
4	Pham Tat Phu		Independent member of the BoDs					28/04/2022		Elected at the 2022 AGM	Internal person
5	Tran Thi Phuong Mai		Independent member of the BoDs					28/04/2022		Elected at the 2022 AGM	Internal person
6	Le Thi Minh Giang		Head of the BoS					23/04/2021			Internal person
7	Tran Thi Thanh Thuy		Member of the BoS					23/04/2021			Internal person
8	Tran Thi Tinh		Member of the BoS					28/04/2022		Elected at the 2022 AGM	Internal person
9	Bui Quang Minh		General Director					28/04/2022		Reappointment	Internal person
10	Nguyen Thi Thu		Deputy General Director					01/06/2004			Internal person
11	Nguyen Thi Thuy Tien		Chief Accountant					01/10/2024		Reappointment	Internal person
12	Mai Thi Truc Giang		Head of Internal the Audit Committee					25/03/2021			Internal person



13	Dang Thi Giang		Member of the Internal Audit Committee					25/03/2021			Internal person
14	Nguyen Minh Hung		The Company Administration and the Authorized Information Disclosure					28/07/2020			Internal person
II.	Toan Luc Paper Joint Stock Company							29/12/2016			Subsidiary
1	Nguyen Thi Thuy Tien		Chairman of the BoDs					11/10/2024		Elected at the Extraordinary GMS	Internal person
2	Bui Quang Toan		Member of the BoDs					01/06/2023		Elected at the 2023 AGM	Internal person
3	Vu Quoc Vuong		Member of the BoDs					11/10/2024		Elected at the Extraordinary GMS	Internal person
4	Ly Thi Ngoc Chau		Member of the BoDs/Director					11/10/2024		Elected at the Extraordinary GMS	Legal representative
5	Tran Thi Tinh		Head of the BoS					01/06/2023		Elected at the 2023 AGM	Internal person
6	Phan Thi Thien Thanh		Member of the BoS					01/06/2023		Elected at the 2023 AGM	Internal person
7	Nguyen Thi Thuong		Member of the BoS					01/06/2023		Elected at the 2023 AGM	Internal person
8	Nguyen Ly Kim Ngan		Chief Accountant					10/10/2024		Appointment	Internal person
9	Bui Quang Minh		Chairman of the BoDs					01/06/2023	11/10/2024	Dismissal	
10	Nguyen Ngoc Hien		Member of the BoDs					01/06/2023	11/10/2024	Dismissal	
11	Nguyen Thi Thuy Tien		Chief Accountant					02/10/2020	10/10/2024	Dismissal	
III	Viet Impression Joint Stock Company							31/12/2009			Associate Company

IV	Tay Do Books and Cultural Services Joint Stock Company						20/08/2009			Associate Company
V	Minh Rong Tea Joint-Stock Company						29/11/2008			Associate Company
VI	HVID EDU.CORP						21/02/2017			Associate Company
VII	Sai Gon Vien Dong Technology Joint Stock Company						11/07/2017			Associate Company

**2. Transactions between the company and its affiliated persons or between the company and its major shareholders, internal persons and affiliated persons:**

No.	Name of organizations/ individuals	Relationship with the Company	Business Registration Certificate No., Date of Issue, Place of Issue	Address	Time of transactions with the Company	Resolution No. or Decision No. approved by General Meeting of Shareholders/ Board of Directors (if any, specify the date of issuance)	Content, quantity, total value of transaction	Note
<b>I Sale of goods and services</b>								
01	Toan Luc Paper Joint Stock Company	Subsidiary			2024		Business Cooperation Contract No: 02.17/HĐHTKD-VID TMTL with a total value of VND 360,000,000	
02	Viet My Education Culture Corporation	Affiliated persons of the Board of Directors			2024		Business Cooperation Contract No: 01/HĐHT-VD-VA with a total value of VND 7,856,920,839	
<b>II Purchase of goods and services</b>								
01	Viet My Education Culture Corporation	Affiliated persons of the Board of Directors			2024		Service Provision Contract with a Total Value of VND 831,205,766	
<b>III Dividend distributed</b>								
01	HVID EDU.CORP	Associate Company			2024	Minutes of the GMS dated March 25, 2024  Minutes of the GMS dated November 4, 2024	Dividends distributed in 2023 at a rate of 15%, valued at VND 3,878,550,000  Interim dividends distributed for 2024 at a rate of 15%, valued at VND 3,878,550,000	





[illegible]







[illegible]

10.22	Pham Van Cu									
10.23	Toanluc Trading Joint Stock Company							3,230,053	7.91	Chairman of the BoDs & General Director
11	<b>Nguyen Thi Thuy Tien</b>		Chief Accountant					1,745,667	4.27	
11.1	Nguyen Huu Than									
11.2	Tran Thi Le Ha									Died
11.3	Nguyen Van Trang									Died
11.4	Vo Thi Lien									Died
11.5	Nguyen Minh Hung		Company Administration and Authorized Information Disclosure					17,000	0.04	
11.6	Nguyen Tuong Van									
11.7	Nguyen Huu Trong Quan									
11.8	Nguyen Huu Trong Quan									
11.9	Nguyen Huu Tri Quan									Settling in Germany
11.10	Nguyen Huu Tin Quan									
11.11	Nguyen Thi Le Thuy									
11.12	Nguyen Thi Le Thanh									
11.13	Nguyen Van Hai									
11.14	Pham Thi Trang									
11.15	Phan Thi My Lien									Settling in Germany
11.16	Nguyen Ngoc Thu									
11.17	Pham Thi Huyen Anh									
11.18	Toan Luc Paper Joint Stock Company									Chairman of the BoDs
12	<b>Mai Thi Truc Giang</b>		Head of Internal the Audit Committee					191,926	0.47	
12.1	Mai Tan Hien									
12.2	Tran Kim Phung									Died
12.3	Tran Van Hoang									
12.4	Nguyen Thi Nam									Died
12.5	Tran Hoang Nghia		Member of the BoDs					993,138	2.43	Died

12.6	Tran Nghia Toan									
12.7	Tran Nghia Thi									
12.8	Mai Hien Triet									No ID
12.9	Sai Gon Vien Dong Technology Joint Stock Company									Chief Account ant
13	<b>Dang Thi Giang</b>		Member of the Internal Audit Committee							
13.1	Dang Ba Son									
13.2	Le Thi Hong									
13.3	Do Van Minh									
13.4	Quan Thi Tuyet									
13.5	Do Van Quan									
13.6	Do Nhat Thien Kim									No ID
13.7	Dang Thi Thanh Thuy									
13.8	Dang Thi Nhung									
13.9	Dang Thi Lan									
13.10	Dang Ba Lam									Unable to contact
13.11	Phan Thanh Hai									
13.12	Nguyen Dac Duc									Unable to contact
13.13	Dinh Thanh Vinh									
14	<b>Nguyen Minh Hung</b>		Company Administration and Authorized Information Disclosure					17,000	0.04	
14.1	Nguyen Van Trang									Died
14.2	Vo Thi Lien									
14.3	Nguyen Huu Than									Died
14.4	Tran Thi Le Ha									Died
14.5	Nguyen Thi Thuy Tien		Chief Accountant					1,745,667	4.27	
14.6	Nguyen Tuong Van									
14.7	Nguyen Thi Hoa Hong									
14.8	Le Cong Anh									
14.9	Tay Do Books and Cultural Services Joint Stock Company									Chairma n of the BoDs



2. Transactions of internal persons and affiliated persons with shares of the Company:

No.	Transaction executor	Relationship with internal shareholders	Number of shares owned at the beginning of the period		Number of shares owned at the end of the period		Reason for increase/decrease (purchase, sale, conversion, bonus, etc.)
			Number of shares	Percentage (%)	Number of shares	Percentage (%)	
	N/A	/	/	/	/	/	

IX. Other significant issues: None

Recipient:

- As above
- BoDs, BoS, BoM
- Investor Relations and Communications (IR)
- File: Office

