

SOCIALIST REPUBLIC OF VIETNAM

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**REGULATIONS ON INFORMATION
ANNOUNCEMENT
AN GIA REAL ESTATE INVESTMENT AND
DEVELOPMENT CORPORATION**

Month /2019

REGULATIONS ON INFORMATION ANNOUNCEMENT AN GIA REAL ESTATE INVESTMENT AND DEVELOPMENT CORPORATION

PURSUANT TO:

- *Law on Enterprises No. 68/2014/QH11 dated November 26, 2014 (“**Law on Enterprises**”);*
- *Law on Securities No. 70/2006/QH11 dated June 29, 2006; Law amending and supplementing a number of articles of Law on Securities No. 62/2010/QH12 dated November 24, 2010 (collectively referred to as “**Law on Securities**”);*
- *Decree No. 58/2012/ND-CP dated July 20, 2012;*
- *Decree No. 60/2015/ND-CP dated June 26, 2015;*
- *Decree No. 71/2017/ND-CP dated June 06, 2017;*
- *Circular No. 155/2015/TT-BTC guiding the information announcement on the stock market dated October 06, 2015 (“**Circular No. 155**”);*
- *Circular No. 162/2015/TT-BTC dated October 26, 2015*
- *Regulation on Information Announcement at Ho Chi Minh Stock Exchange issued together with Decision No. 340/QD-SGDHCM dated August 19, 2016 of General Director of Ho Chi Minh Stock Exchange (“**Regulation on Information Announcement of HOSE**”);*
- *Charter of organization and operation of An Gia Real Estate Investment and Development Corporation;*

I. SCOPE OF APPLICATION

This Regulation on information announcement (“**Regulation**”) is applicable to the following entities:

1. Members of Board of Directors; General Director, Deputy General Director, equivalent managerial titles appointed by the General Meeting of Shareholders or the Board of Directors, individuals holding other managerial positions authorized to sign transactions on behalf of the Company according to provisions stated in the Company's Charter; Chief Financial Officer, Chief Accountant; Legal Representative, Person authorized to announce information (hereinafter collectively referred to as “**Internal Persons**”).
2. Major shareholders (ie, the shareholders directly or indirectly own five percent or more of the Company's voting shares), (hereinafter referred to as the “**Major Shareholders**”), a group of related people owning from five percent (5%) or more of the Company's outstanding voting shares.
3. Related persons of Internal Persons, Major Shareholders or related groups of people as stipulated in points 1 and 2 above are determined under Clause 34, Article 6 of Law on Securities (hereinafter referred to as “**Related Persons**”);

II. PURPOSES

Comply with the standards of information announcement on the stock market for listed companies regulated in:

- Circular No. 155;
- Regulations on information announcement of HOSE; and
- Other regulations of the Vietnamese law related to the information announcement valid from time to time.

III. ABBREVIATIONS MENTIONED IN THE REGULATION

▪ SSC:	State Securities Commission of Vietnam
▪ VSD:	Vietnam Securities Depository
▪ VNX:	Vietnam Stock Exchange
▪ CA:	Chief Accountant
▪ PAT:	Profit after tax
▪ HOSE:	Ho Chi Minh City Stock Exchange
▪ BOD:	Board of Directors
▪ CFO:	Chief Financial Officer
▪ ESOP:	Employee Stock Ownership Plan
▪ CS:	Current Shareholders
▪ IA:	Information Announcement
▪ BOM:	Board of Management
▪ AR:	Annual Report
▪ FS:	Financial Statement
▪ MM:	Meeting Minutes

IV. CONTENT OF REGULATION

1. Person authorized/in charge of information announcement:

The legal representative or other person authorized/in charge of information announcement (hereinafter referred to as “**Person in charge of information announcement**”) of the Company are responsible for information announcement as prescribed.

The company must register and re-register Person in charge of information announcement according to Appendix No. 01 together issued with Circular No. 155 with detailed information of the Person in charge of information announcement according to Appendix No. 03 issued together with Circular No. 155 to SSC and HOSE at least twenty-four (24) hours before the authorization takes effect. In case of changing the Person in charge of information announcement, the Company must notify SSC and HOSE in writing within 24 hours before any change.

2. Regime on report and information announcement

If the obligations to announce information arise on weekends, public holidays as prescribed by the law, the Company shall fully perform such obligations on the Company's website on such weekends and public holidays and implement other obligations to announce information after the end of weekends and public holidays.

The company shall comply with the regime on report and information announcement in the following cases:

- a) Periodically announce information as prescribed in Section 1 - Appendix 1 attached to this Regulation
- b) Extraordinarily announce information as prescribed in Section 2 - Appendix 1 attached to this Regulation.
- c) Announce information as requested by SSC, HOSE as prescribed in Section 3 - Appendix 1 attached to this Regulation.
- d) Announce information of other entities as prescribed in Section 4 - Appendix 1 attached to this Regulation

The company must register contact information when registering the first trading day with HOSE and re-register when there is any change to the information registered at HOSE at least twenty-four

(24) hours before any change under form CBTT/SGDHCM-01 of HOSE's Regulation on Information Registration.

3. Process of information announcement

The Company's process of information announcement is performed as follows:

a) Step 1. Send information

- When the information is announced as prescribed, relevant departments of the Company must immediately send information to the Person in charge of information announcement or Departments/Divisions in charge of information announcement at the time regulated for each type of information needed to announce;
- Relevant departments and individuals must comply with the current regulations on the time of submitting reports, documents for information announcement to SSC, HOSE, VSD and implement the information announcement on the mass media.

b) Step 2. Process information

Upon receiving the information provided by relevant departments, the Person/Departments/Divisions in charge of information announcement shall perform according to the following order:

- Check information;
- Compare regulations on information announcement;
- Draft documents to announce information in accordance with provisions of the law.

c) Step 3. Submit to Board of Directors for approval

- Departments/Divisions in charge of Information Announcement shall submit to the Company's Board of Directors to review and approve contents of information announcement.
- After the content is approved, the Person in charge of information announcement shall announce the information as prescribed.

d) Step 4. Report and announce

- The Person in charge of information announcement shall send documents to SSC, HOSE, VSD, post on the Company's website according to requirements on content and time for each type of periodical, extraordinary information announcement and as requested;
- Relevant departments that provide information are responsible for checking immediately and notifying the Person in charge of information announcement in case of finding that the announced information is incorrect for timely adjustment.

(Note: The above information must be sent to SSC, HOSE, VSD before announcing them on other mass media).

e) Step 5. Preserve and store information

The information reported and announced will be stored at the Company in accordance with provisions of the law for reference, lookup and comparison when necessary by the investors.

4. Forms and means of providing announced information

- a) All information provided for announcement shall be prepared in paper and/or electronic form as required by SSC and/or HOSE and/or VSD.

- b) The information announcement is also performed through the software of information announcement according to regulations of SSC and/or HOSE from time to time. The individuals/departments assigned to perform the information announcement through the software must ensure the following principles:
- Take responsibilities for keeping the registration information confidential, including: username and password to announce information to SSC and/or HOSE;
 - Perform the information announcement according to guidance of SSC and/or HOSE.
 - Email address for receiving and sending information: ir@angia.com.vn (or may be changed from time to time)
- c) Means of information announcement
- The Company's website;
 - The information announcement system of SSC;
 - HOSE's website;
 - VSD's website;
 - Other mass media as prescribed by the law (printed newspapers, electronic newspapers etc.).
- d) Provision of information for mass media
- The information provided to mass media in the form of: interview, articles, information in other forms etc. related to the content of the Company's information announcement should be agreed by the Company's leaders in advance.
 - If the Company's leaders have not agreed, the information is not considered as official information and cannot be provided to mass media.

5. Suspension of information announcement

- a) The company may suspend the information announcement in case of force majeure events (natural disasters, fires etc.).
- b) The company must report to SSC and HOSE about the suspension of the information announcement immediately when the event occurs, clearly state reasons of the suspension, and at the same time announce the suspension of the information announcement.
- c) After recovering from the force majeure events, the company shall fully announce information which has not previously been announced as prescribed by the law.

6. Responsibilities of the Person in charge of information announcement

- a) The Person in charge of information announcement is the focal point to collect information and perform the Company's obligation to announce information according to this Regulation.
- b) The Person in charge of information announcement has the following functions and duties:
- Honesty, responsibility, caution, diligence, knowledge of accounting, finance and certain computing skills;
 - Declaration of name, working phone number so that the Shareholders can easily contact.

7. Responsibility for providing information of the relevant Departments

- a) The Person in charge of information announcement, within his/her function, periodically urges the relevant Departments to provide the information according to this Regulation.
- b) Heads of the relevant Departments are responsible for accuracy and timeliness of the information provided to the Person in charge of information announcement.
- c) Regarding the information announcement related to the Board of Directors/the Board of Management, the Secretary of the Board of Directors/ the Board of Management is responsible

for monitoring the obligations to provide the information to the Person in charge of information announcement.

8. Handling violations of information announcement

- a) The company that violates the law on information announcement shall, depending on the nature and severity of the violation, be disciplined, administratively fined or prosecuted for criminal responsibility.
- b) If such violations cause damage, the company must compensate in accordance with provisions of the law.

9. Language used to announce information

- a) The language used to announce information on the stock market of the Company is Vietnamese and the company is encouraged to use English to announce information.
- b) The information announcement in English is performed on HOSE's website and Company's website.
- c) In case of information announcement in Vietnamese and English, the content of information announcement in English is for reference only. In case of any discrepancy between the Vietnamese and the English, the Vietnamese version shall prevail.

10. Validity of the Regulation

- a) This Regulation is valid from the date of being issued.
- b) The Chairman of the Board of Directors and General Director of the Company have rights to amend and supplement this Regulation to be appropriate with the actual needs of the information announcement work and/or update legal changes to amend and/or supplement corresponding contents to this Regulation; If there is a conflict between provisions of this Regulation and provisions of the law (amended from time to time), provisions of the law shall prevail;
- c) The Relevant shareholders, Departments/Divisions, officers and employees of the Company are responsible for strictly implementing this Regulation;
- d) In the course of performance, if any difficulties and/or problems arise, it is required to promptly report to the Company for guidance and/or settlement.
- e) Any issues related to the Company's information announcement not stated in this Regulation will be governed by the relevant Vietnamese law on information announcement obligation, HOSE Regulation on information announcement and related legal documents.

**ON BEHALF OF BOARD OF DIRECTORS
CHAIRMAN**

NGUYEN BA SANG

Appendix 1:

SCHEDULE FOR REPORT AND ANNOUNCEMENT REGIME

APPENDIX TO REGULATIONS ON REPORT AND INFORMATION ANNOUNCEMENT

(Attached to Regulations on information announcement of the Company)

1. Periodic information announcement

No.	Description	Type	Time to announce information	Means to announce information	Recipients	Form	Detailed description
1	Quarterly financial statements	Document Electronic data	<ul style="list-style-type: none"> - Within twenty (20) days from the end of Quarter - If the Company fails to complete the announcement within the time limit, the Company shall request in writing to SSC for extension but not exceed thirty (30) days from the end of Quarter. 	<p>The Company's website</p> <p>Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)</p>	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)		<ul style="list-style-type: none"> - Quarterly financial statements: Separate financial statements and consolidated financial statements - Content of statements: Balance sheet, Income statement, Cash flow statement, Notes to financial statements in accordance with provisions of the law on accounting <p>In case the profit after tax [and/or] enterprise income stated in the Income statement between the quarterly statements in the accounting period compares to the quarterly statements of the same period for the preceding year having fluctuations from ten percent (10%) or more, or the profit after tax stated in the statement period suffers loss, or forwards profit from the preceding period to loss in this period or vice versa</p> <ul style="list-style-type: none"> - The Company must clearly explain reasons in those quarterly financial statements - Quarterly Financial Statements are not required to audit/review
2	Reviewed interim financial statements	Document Electronic data	<ul style="list-style-type: none"> - Within five (05) days from the date when the auditing firm signs the reviewed report but not exceed 45 (forty five) days, from the end of the first six (06) months in the fiscal year - If the Company fails to complete the announcement within the time limit, the Company shall request in writing to SSC for extension but not exceed 60 (sixty) days from the end of the first six (06) months in the fiscal year 	<p>The Company's website</p> <p>Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)</p>	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)		<ul style="list-style-type: none"> - Interim financial statements: Separate financial statements and consolidated financial statements - Content of statements: Balance sheet, Income statement, Cash flow statement, Notes to the financial statements in accordance with provisions of the law on accounting - Interim financial statements must be reviewed by the auditing firm approved by SSC - If the reviewed interim financial statements are unsatisfactory according to the auditor's conclusion, attached to the Company's explanation in writing. - Explain the cause in case where the following situations occur: <ul style="list-style-type: none"> + Profit after tax of enterprise income stated in the Income statement of the accounting period changes from ten percent (10%) or more compared to the same period in the preceding year

No.	Description	Type	Time to announce information	Means to announce information	Recipients	Form	Detailed description
							<ul style="list-style-type: none"> + Profit after tax in the accounting period suffers loss, or forwards profit from the preceding period to loss in this period or vice versa + Data and accumulated business results from the beginning of the year in the disclosed Income statements of Quarter 2 compared to the reviewed interim financial statements having difference from five percent (5%) or more; or forwards from loss to profit or vice versa + Data and business results in the income statement in the current period have the difference before, after the audit/review from five percent (5%) or more.
3	Audited annual financial statements	Document Electronic data	<ul style="list-style-type: none"> - Within ten (10) days from the date when the auditing firm signs the auditing report but not exceed ninety (90) days from the end of the fiscal year - If the Company fails to complete the announcement within the time limit, the Company may request to SSC, but not exceed one hundred (100) days from the end of the fiscal year. 	The Company's website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)		<ul style="list-style-type: none"> - Annual financial statements: Separate financial statements and consolidated financial statements - Content of statements: Balance sheet, Income statement, Cash flow statement, Notes to the financial statements in accordance with provisions of law on accounting, including the auditing report of the annual financial statements - Annual financial statements must be audited by the approved auditing firm. - The full audited annual financial statements must be fully disclosed, including the auditing report of the annual financial statements. If the financial statements are not fully accepted by the auditor, the Company must disclose the annual financial statements, the auditing report attached to the Company's document of explanation - Explain the cause in case where the following situations occur on the holding company's financial statements and consolidated financial statements: <ul style="list-style-type: none"> + Profit after tax of enterprise income stated in the income statements in the accounting period changes from ten percent (10%) or more compared to the same period in the preceding year + Profit after tax in the accounting period suffers loss, or forwards profit from the preceding period to loss in this period or vice versa + Data and accumulated business results from the beginning of the year in the disclosed financial statements of Quarter 4 compared to the audited annual financial statements having difference from 5% or more; or

No.	Description	Type	Time to announce information	Means to announce information	Recipients	Form	Detailed description
							forwards from loss to profit or vice versa + Data and business results in the income statement in the accounting period have the difference before, after the audit/review from five percent (5%) or more.
4	Annual statements	Document (if any) Electronic data	- At least twenty (20) days after the date of announcement of the audited annual financial statements - Do not exceed one hundred twenty (120) days from the end of the fiscal year	The Company's website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	Appendix 04 of Circular 155/2015/TT-BTC	- Financial information in the income statements must be consistent with the audited annual financial statements
5	Report on the company management situation	Document Electronic data	- Every six (06) months and every year - No later than thirty (30) days from the end of the accounting period	Company's website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	Appendix 05 of Circular 155/2015/TT-BTC	In addition to announce the Company management situation, the Company must send to HOSE two (02) reports, including: - 1 copy of the report under form according to Appendix 05 of Circular 155/2015/TT-BTC; - 1 copy of the report under from according to Appendix 05 of Circular 155/2015/TT-BTC but does not include personal information: valid Citizenship ID card number, ID card number or Passport number, contact address, permanent address, phone number, fax number, email, securities trading account number, securities depository account number, bank account number for HOSE to perform the information announcement
6	Provision of information on the company management	Document Electronic data in Excel format	- Report for the first six (06) months: no later than July 30 - Annual report: no later than January 30 of the following year	Means of information announcement of Ho Chi Minh City Stock Exchange (HOSE)	Ho Chi Minh City Stock Exchange (HOSE)	Form CBTT/SGDHCM-03 issued together with the Regulation on information announcement of	- 1 copy of the report under form - 1 electronic data sheet in excel format

No.	Description	Type	Time to announce information	Means to announce information	Recipients	Form	Detailed description
						HOSE	
7	Annual General Meeting of Shareholders	Document (if any) Electronic data	- Documents of the General Meeting of Shareholders shall be prepared at least ten (10) days before the opening of the General Meeting of Shareholders	The Company's website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	Shareholders State Securities Commission of Vietnam (SSC) Ho Chi Minh City Stock Exchange (HOSE)		<p>Announce on the Company's Website and specify the link to all documents used at the General Meeting of Shareholders:</p> <ul style="list-style-type: none"> - Invitations: name, address of head office, business code; name, permanent address of the Shareholders, time, place of the meeting and other requirements for the meeting participants. The invitations are sent to contact addresses of the Shareholders; posted on the company's website and daily newspaper at central or local area, in case of necessary according to the Company's Charter - Form of authorized representatives to attend the meeting - Meeting agenda - Votes - List and detailed information of candidates in case of voting for members of the Board of Directors or the Board of Supervisors - Reference materials as a basis for adoption of decisions and drafts of resolution for each issue stated in the agenda <p>Meeting documents must be posted and updated amendments (if any) until the end of the General Meeting of Shareholders.</p> <ul style="list-style-type: none"> - If the first (01) meeting is not successfully organized, the Company will announce the agenda and the expected time of the next meeting; keep posting and allowing the Shareholders to download meeting documents until the meeting is organized successfully. The time for the next meeting shall comply with provisions of the law on enterprises - If the General Meeting of Shareholders adopts the delisting, the Company will announce information of the listing together with the approval ratio of the minor Shareholders

No.	Description	Type	Time to announce information	Means to announce information	Recipients	Form	Detailed description
8	Regarding the offering and reporting on the capital use	Document Electronic data	<p>- <i>In case of mobilization for capital to implement investment projects:</i> Every six (06) months from the end of the offering until the project is completed; or until all mobilized funds are disbursed.</p> <p>- <i>In case of content changes in the capital mobilization plan and the purpose of capital use:</i> Within ten (10) days from the date of issuance of the decision to change these contents.</p>	The Company's website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	Form No. 05 of Appendix issued together with Decree 60/2012	<p>- Report on capital use + Separate securities offering: The company announces the audited report on capital use certified at the General Meeting of Shareholders or explains in detail about the use of capital obtained from the offering in the annual financial statements certified by the auditor + Public offering of securities: In case of mobilization for capital to implement investment projects, every six (06) months from the end of the offering until the project is completed; or until all mobilized funds are disbursed, the Company shall report to SSC and announce information on the progress of capital use gained from the offering according to the form In case of content changes in the capital use plan and the purpose of capital use, the Company shall report to SCC and post the changed information on the Company's website. All changes must be reported at the latest General meeting of Shareholders. The company shall announce the capital use certified at the General Meeting of Shareholders or a explain in details capital used gained from the offering in the audited annual financial statements (except for the offering of shares to swap the debts or swap shares or contributed capital)</p>
9	Foreign ownership ratio	Document	When there are activities causing changes in the foreign ownership ratio, the Company shall send a report to SSC Within one (01) working day from the date of receiving confirmation from SSC, the Company shall announce information on the maximum foreign ownership ratio at the Company.	The Company's website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE), Vietnam Securities	Ho Chi Minh City Stock Exchange (HOSE), Vietnam Securities Depository (VSD)	Appendix 16 of Circular 123/2015/TT-BTC	<p>- The Company shall annouce information on foreign ownership ratio limit and changes related to the ownership ratio in accordance with securities laws guiding foreign investment activities on Vietnam's stock market - When offering, issuing securities, the Company shall adjust the foreign ownership ratio: allowed to perfrom at the same time with reports, information annoucement when registering the offering, issuance in accordance with the law.</p>

No.	Description	Type	Time to announce information	Means to announce information	Recipients	Form	Detailed description
				Depository (VSD)			
10	List of strategic shareholders, major shareholders and treasury stocks	Document	<ul style="list-style-type: none"> - Report for the first six (06) months of the solar calendar: no later than June 10 every year - Report for the last six (06) months of the solar calendar: no later than December 10 every year 	Means of information announcement of Ho Chi Minh City Stock Exchange (HOSE)	Ho Chi Minh City Stock Exchange (HOSE)	Form CBTT/SGDHCM-04 together with Regulation on information announcement of HOSE	<ul style="list-style-type: none"> - One (01) report under the form - One (01) electronic data in excel format - Report for the first six (06) months of the solar calendar: Based on the list of Shareholders closed to the latest time before May 31 every year - Report for the last six (06) months of the solar calendar: Based on the list of Shareholders closed to the latest time before November 30 every year

Responsibility for preserving and keeping information periodically published:

- Periodically announced information kept in writing (if any) and electronic data for at least ten (10) years;
- This information is kept on the Company's website for at least five (05) years.

2. Announcement of extraordinary information

No.	Detailed description	Means of information announcement	Recipients	Form	Note
ANNOUNCEMENT OF EXTRAORDINARY INFORMATION WITHIN 24 HOURS <i>(since one of the following events, regardless of working days or holidays)</i>					
1	DECISIONS OF THE GMS / BOD	The Company's website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)		
1.1	Resolutions of the General Meeting of Shareholders, Minutes of meetings or Minutes of vote counting (in case of collecting opinions in writing at General Meeting of Shareholders)				
1.2	- The General Meeting of Shareholders shall approve the delisting, the Company announces information on the delisting together with the approval rate of the minor shareholders				
1.3	<ul style="list-style-type: none"> - Decision to buy or sell treasury stocks - Date of exercising the right to buy shares of bond owners together with the right to buy shares or the date of converting convertible bonds into shares - Decision to offering securities abroad and decisions related to the offering of securities in accordance with the law on enterprises 				

	- Decision to issue convertible bonds, preferred shares				
1.4	- Decide on dividend rate, form of dividend payment, time of dividend payment - Decision to split or merge shares				
1.5	- Decision to reorganize the Company (split, divide, merge), dissolve the Company - Change of the Company's name, Company's seal - Change of location, new establishment or closure of the head office, branches or transaction offices - Amendment and supplementation to the Charter - Medium-term development strategy, plan and annual business plan of the Company				
1.6	- Decision to change the accounting period and applicable accounting policies (except for changes to the applicable accounting policies due to changes in legal provisions) - Notify the auditing firm that signed a contract to audit annual financial statements or change the auditing firm (after signing the contract) - The auditing firm refuses to audit the Company's financial statements - Retrospective adjustment results of financial statements (if any) - Opinions are not fully accepted by the auditor to the financial statements				
1.7	- Decision to contribute capital to establish, buy to increase ownership in a company leads to that company becoming: a subsidiary, a joint venture, an associate or a sale to decrease ownership at a subsidiary, a joint venture, an associate that lead to consequence that it is no longer a subsidiary, a joint venture, an associate or dissolution of a subsidiary, a joint venture, an associate. - Decision to invest capital in an organization, project, borrow, loan, or other transactions with a value from ten percent (10%) or more of the Company's TTS at the latest audited financial statements or latest reviewed interim financial statements - Decision to contribute capital with a value of fifty percent (50%) or more of the charter capital of an organization (defined by the charter capital of the organization receiving capital contribution before the time of capital contribution) - Decision to buy, sell assets with value from fifteen percent (15%) or more of the Company's TTS calculated at the latest audited financial statements or the latest reviewed interim annual financial statements - Contributed capital of CSH is decreased from ten percent (10%) or more or TTS is decreased from ten percent (10%) or more at the latest audited financial statements or the latest reviewed interim annual financial statement - Close, open branches, factories, representative offices - Decide to increase or decrease the charter capital				
1.8	Decision of the General Meeting of Shareholders or the Board of Directors to approve contracts, transactions between the Company and Internal Persons or Related Persons of the				

	Internal Persons				
1.9	<ul style="list-style-type: none"> - Decision to borrow or issue bonds causing to total value of the Company's loans valued at thirty percent (30%) or more of the equity in the latest audited annual financial statements or the latest reviewed interim financial statements. - If total value of the Company's loans reaches thirty percent (30%) or more of the equity in the latest audited financial statement or the latest reviewed interim financial statements, the Company shall announce information on loan decisions or bond issuance valued from ten percent (10%) or more of the equity according to the latest audited annual financial statements or the latest reviewed interim financial statements. 				
1.10	For events that must be approved by the competent authorities, the Company shall announce information since the issuance of the resolutions/decisions and when the Company receives the approval or disapproval in writing from the competent authorities.				
2	<i>WHEN THERE ARE ANY CHANGES IN OUTSTANDING VOTING SHARE</i>				
2.1	The Company issues more shares, from the time the Company reports to SSC on results of issuance in accordance with the law on securities issuance (Section 1.8 of the periodical information announcement in this Appendix)			Form CBTT/SGDHCM-08 issued together with Regulations on information announcement of HOSE	
2.2	In case where the Company trades treasury stocks, from the time the Company reports results in transactions of treasury stocks in accordance with the law on treasury stock transactions (Section 4 of the information announcement of other subjects in this Appendix)				
3	<i>THERE ARE CHANGES IN KEY PERSONNEL AND RELATED PERSONS OF THE KEY PERSONNEL</i>			Appendix 03 of Circular 155/2015/TT-BTC Form CBTT/SGDHCM-05 issued together with Regulations on information announcement of HOSE	
3.1	<ul style="list-style-type: none"> - The Company changes, newly appoints, re-appoints or dismisses the Internal Persons (since the issuance of resolutions/decisions on changes, new appointments, reappointments, dismissal of Internal Persons) - If the members of the Board of Directors, the members of the Board of Supervisors submit a resignation letter before it is approved at the General Meeting of Shareholders, the Company will announce the resignation within twenty-four (24) hours from the receipt date of the resignation letter. - Within three (03) working days from the date of the information announcement on changes, new appointments, reappointments, dismissal of Internal Persons, the Company shall send to SSC and HOSE information for new Internal Persons, Appendix and list of Internal Persons and Related Persons according to the form 				
3.2	When receiving a decision to prosecute, detain, investigate criminal responsibility of Internal Persons of the Company				
3.3	When there are changes in Related Persons of Internal Persons, the Company shall report to HOSE about changes in Related Persons of Internal Persons under form within three (03) working days from the date of changes.			Form CBTT/SGDHCM-06 issued together with Regulations on	

				information announcement of HOSE	
4	<i>IMPORTANT CHANGES IN BUSINESS OPERATION SITUATION</i>				
4.1	The Company's account at the bank is frozen or allowed to operate again after being frozen, except requested by the company.				
4.2	<ul style="list-style-type: none"> - Suspend a part or the whole business activities - Supplement or reduce one or several business, investment lines - Suspended or revoked the Business registration certificate or Operating and Establishment license or Operating license - Change information in BCB after being issued the Offering registration certificate by SSC - When receiving the Business registration certificate or Operating and Establishment license or the Operating license of the Company allowed to amend, supplement - When receiving the Court's judgments and decisions related to the Company's operations - Conclusions of the tax authorities about the Company's violations of law on taxes - The company receives a notice from the Court accepting the application for bankruptcy procedures of enterprises 				
4.3	When other events occur causing significant impact on production, business or management situation of the Company				
4.4	Approved or delisted at foreign stock exchanges				
5	<i>ANNOUNCE INFORMATION RELATED TO THE LAST REGISTRATION DATE TO EXERCISE RIGHTS FOR THE EXISTING SHAREHOLDERS</i>				
5.1	<ul style="list-style-type: none"> - Resolutions/Decisions on the last registration date to exercise the rights for the existing Shareholders - Notice of the Company on the last registration date to exercise the rights under form of VSD - Relevant legal documents (if any) 	Document Electronic data	Vietnam Securities Depository (VSD) Ho Chi Minh City Stock Exchange (HOSE)	Form 07/THQ enclosed with Regulations on exercising rights for securities owners	At least ten (10) working days before the last registration date (expected)
5.2	<p>The Company announces information and sends notice to HOSE, if canceling the content of notice:</p> <ul style="list-style-type: none"> - The last registration date to exercise rights related to performance rate - The last registration date for the cases of issuing shares to the existing Shareholders - Cases related to the adjustment of the reference price on the transaction date without enjoying rights according to Regulation on securities trading guidelines of HOSE 	Document Electronic data	Ho Chi Minh City Stock Exchange (HOSE), Vietnam Securities Depository (VSD)		Specify the reason for cancellation no later than five (05) working days before the last registration date

5.3	<p>The company sends to HOSE:</p> <ul style="list-style-type: none"> - A summary of the Company's Shareholders list at the last registration date to exercise the rights under form - Electronic data in Excel format, list of Shareholders at the closing date to exercise rights (At this time, the Company will send an official letter requesting a list from the VSD's system). 	Document Electronic data	Ho Chi Minh City Stock Exchange (HOSE)	Form CBTT/SGDHCM- 09 enclosed with Regulations on information announcement of HOSE	Within fifteen (15) days from the last registration date
<p><i>The responsibility for sending information that needs to be announced by the Departments related to the Department/Division in charge of information announcement:</i></p> <p>Immediately after information is available and ensure that Department/Division in charge of information announcement has sufficient time to comply with the procedures to announce information as prescribed to SSC, HOSE, VSD within twenty-four (24) hours since one of the above events occur, regardless of working days or holidays.</p>					
ANNOUNCEMENT OF EXTRAORDINARY INFORMATION WITHIN 10 DAYS					
1.	Documents for an extraordinary General Meeting of Shareholders	The Company's Website			As information announcement to the Annual General Meeting of Shareholders
2	If collecting opinion of the General Meeting of Shareholders in writing, the Company will post on the Company's Website and send to all Shareholders voting cards, draft of Resolution of General Meeting of Shareholders and the documents explaining the draft of Resolution.				At least 10 days before the time limit for returning the opinion form to the Company
3	After changing the accounting period, the Company announces the financial statements when changing the audited accounting period in accordance with the law on accounting of enterprises, from the date when the auditing firm signs the auditing report.				
4	After division, split or merger, the Company is an enterprise suffering division, splitted or merged, the audited financial statements after being divided, merger shall be announced in accordance with the law on accounting, from the date of the auditing firm signs the auditing report				
5	The Company acquires shares of employees under ESOP program or acquires odd stock of the Company through securities companies				The Company announces information within the first 10 days of the

					month on basis of completed transactions and updates to the date of information announcement
6	After completing the conversion of enterprise ownership, the Company shall public the audited financial statement after the enterprise ownership form conversion is audited in accordance with the law on accounting of enterprises within 10 days, from the date when the auditing firm signs the auditing report				
<i>The responsibility for sending information that needs to be announced by the Departments related to the Department/Division in charge of information announcement: Before three (03) working days is the expiry date of information announcement</i>					

The responsibility for preserving and keeping extraordinarily announced information: extraordinarily announced information is posted on the Company's Website for at least five (05) years.

3. Announcement of information as requested

No.	Detailed description	Means of information announcement	Recipients	Note
REPORT/ANNOUNCEMENT OF INFORMATION AS REQUESTED IN 24 HOURS <i>(Since receiving the request from SSC, HOSE)</i>				
1	In case of events seriously affecting legitimate interests of the investors	The Company's website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	Specify events required by SSC and HOSE to announce; causes and evaluation of the Company on the authenticity of the events and solutions (if any).
2	Information related to the Company causing significant impact on price of securities and it is required to confirm such information			

The responsibility for preserving and keeping announced information as requested: announced information as requested will be posted on the Company's Website for at least five (05) years.

The responsibility for sending information to be announced by the relevant departments: Immediately after the information is available and ensure that the Department/Division in charge of information announcement has sufficient time to comply with the procedures of information announcement as prescribed to SSC, HOSE within twenty-four (24) hours since one of the above events, regardless of working day or holidays.

4. Information announcement of other subjects

No.	Detailed description	Time to announce information	Means of information announcement	Recipients	Form	Note
INFORMATION ANNOUNCEMENT OF TRANSACTIONS OF INTERNAL PERSONS, RELATED PERSONS OF INTERNAL PERSONS						
1	Expected transaction of shares, rights to buy shares, convertible bonds, convertible bond options, including cases of transfer not through HOSE trading system (including but not limited to give or receive, give as present, receive as present, inherit, transfer or receive transfer of shares, convertible bonds, share options, convertible bond options etc.	At least three (03) working days before the transaction date	Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE), Company	Appendix 10 or Appendix 11 of Circular 155/2015 /TT-BTC	<ul style="list-style-type: none"> - The time limit to implement a transaction is no later than thirty (30) days from the date of registration for transaction performance - The first trading session is only performed after twenty-four (24) hours from the time when HOSE announces information - Internal persons and Related Persons of Internal Persons may not register to buy and sell shares, share options, convertible bonds options, of the Company at the same time in the same registration turn and must perform the transaction according to the time and volume registered - Within three (03) working days after receiving reports related to these transactions, the Company will post on the Company's Website
2	Internal Persons and Related Persons of Internal Person shall prepare reports on transaction results and explain reasons for not performing transactions or not fully performing the registered volume (if any).	Within three (03) working days from the date when transactions are completed (in case where the transaction ends before the time limit for registration) or end of expected time limit for transaction	Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE), Company	Appendix 12 or Appendix 13 of Circular 155/2015 /TT-BTC	<ul style="list-style-type: none"> - Internal Persons and Related Persons of Internal Persons can only register and perform next transactions after reporting the completion of previous transactions. - After registering transactions, the subject of transaction registration is no longer the internal person and related persons of the internal persons, the reports and information announcement must still be performed according to regulations stated in this section - Political organizations, socio-political organizations of the Company (trade unions, youth unions ...) perform share transactions, share options, convertible bonds options of The Company must perform obligations of information announcement as prescribed for

No.	Detailed description	Time to announce information	Means of information announcement	Recipients	Form	Note
						internal persons stated in this section - Within three (03) working days after receiving reports related to these transactions, the Company will post on the Company's Website
3	Internal Persons and Related Persons of Internal Persons shall announce information when the transaction date coincides with the end of the registration time limit for transaction performance	Within three (03) working days from the date of transaction completion (including cases where the transaction fails to reach the registered volume)	Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE), Company		
4	The securities company that is Related Person of Internal Person of the Company must perform reports when correcting errors of the Company's share transactions	Within twenty-four (24) hours from the time of completing transaction error correction (date of completing securities transactions)	Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE), Company		
In case where Internal Persons and Related Persons of Internal Persons are also the major Shareholders, they will only perform obligations of information announcement applied to Internal Persons and Related Persons of Internal Persons.						
INFORMATION ANNOUNCEMENT ON PUBLIC OFFERING						
1	Before making a public offering	Within seven (07) days from the date of receipt of opinions from SSC	The Company's Website Means of information announcement of State	State Securities Commission of Vietnam (SSC), Ho Chi Minh	Appendix No. 28 of Circular 162/2015 /TT-BTC	

No.	Detailed description	Time to announce information	Means of information announcement	Recipients	Form	Note
			Securities Commission of Vietnam (SSC), HOSE's Website	City Stock Exchange (HOSE), Company		
2	Report results of a public offering	After five (05) days from the end of the offering	The Company's Website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE), Company	Appendix 30 of Circular 162/2015 /TT-BTC	
3	<ul style="list-style-type: none"> - The company is the target company to perform the information announcement on the public offering - Documents sent to SSC must be presented in form of documents and electronic data as prescribed by SSC. 	Within three (03) days from the date of receipt of registration documents	The Company's Website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE), Company		<ul style="list-style-type: none"> - Within ten (10) days from the date of receiving the document for registration of offering, the Board of Directors of the target company must send to SSC and notify Shareholders or investors to know opinions of the target Company. - Opinions of the Board of Directors of the target company must be presented in writing, signed by the majority members of the Board of Directors and clearly state Board of Directors' evaluation to the share offering. If there is difference in opinions between the Board of Directors and its members, related parties must announce together with this opinion
4	When making a public offering for listed securities, the Company must announce information on the public offering	Within seven (07) days from the date of receiving opinions of SSC, the Company will public the offering	The Company's Website Means of information announcement	State Securities Commission of Vietnam (SSC), Ho Chi Minh	Appendix 29 of Circular 162/2015 /TT-BTC	If the target company is a listing organization, the Company will also post on the means of information announcement of HOSE

No.	Detailed description	Time to announce information	Means of information announcement	Recipients	Form	Note
			of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE) One (01) central electronic newspaper or newspaper for three (03) consecutive issues	City Stock Exchange (HOSE), Company		
5	The Company will publicize the offering of listing securities and publicize information on adjustment of offering price	At least seven (07) days before the end of the offering	The Company's Website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE), Company		The Company guarantees that the additional price will be applied to all Shareholders of the target company including Shareholders or investors agreed to sell to the offeror
6	- The Company shall announce information when withdrawing the public offering to but listing securities - Report to SSC and HOSE - Announce information to HOSE	Within twenty-four hours (24) after receiving the State Securities Commission's approval or disapproval	Company's Website Means of information announcement of State Securities Commission of	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange		After having SSC's approval

No.	Detailed description	Time to announce information	Means of information announcement	Recipients	Form	Note
			Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE) One (01) central electronic newspaper or newspaper for three (03) consecutive issues	(HOSE), Company		
7	<ul style="list-style-type: none"> - The company has public offering on listing securities and announces information on the public offering - Send reports to SSC - Send information to HOSE 	Within five (05) working days from the end of the public offering	The Company's Website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE), Company		Except for cases where the offering has been performed for all outstanding voting shares, after the public offering, the offering Company owns eighty percent (80%) or more of outstanding shares of a public company, it must buy the remaining shares within thirty (30) days according to Clause 11, Article 1 of the Law amending and supplementing a number of articles of Law on Securities on price terms and payment methods as the same as the public offering
8	<ul style="list-style-type: none"> - The Company has the public offering on listing securities must announce results of the public offering on listing securities - Report results of the public offering to SSC and HOSE - Post results of public offering on HOSE's website 	Within five (05) days after the completion of the public offering	The Company's Website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock	Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE), Company	Appendix 30 of Circular 162/2015 /TT-BTC	

No.	Detailed description	Time to announce information	Means of information announcement	Recipients	Form	Note
			Exchange (HOSE)			
INFORMATION ANNOUNCEMENT ON THE MAJOR SHAREHOLDERS' OWNERSHIP						
1	- Organizations, individuals, group of Related Persons owning from five percent (5%) or more of the Company's outstanding shares with voting rights or when they are no longer Major Shareholders; the Company shall announce this information and report on share transaction	Seven (07) days from the date of becoming or ceasing to be Major Shareholders	The Company's Website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE), Company	Appendix No. 06 of Circular 155/2015/TT-BTC	<ul style="list-style-type: none"> - Do not apply to changes in the rate of outstanding share ownership with voting rights incurred by the Company trading treasury stocks or issuing additional shares - Time of starting, ending the ownership from five percent (5%) of number of shares is calculated from the time of completion of securities transactions: <ul style="list-style-type: none"> + The date when the transaction is completed if the transaction is performed via the Stock Exchange + The date when the securities ownership transfer is completed at VSD if the transaction is not performed via via the Stock Exchange - The Company will post on its Website within three (03) working days after receiving reports related to the changes in share ownership rate, share options of entities as prescribed
2	The Major Shareholders, group of Related Persons owning five percent (5%) or more of outstanding shares with voting rights of a dividend in case of an increase or decrease in share ownership rate, more than one percent (1%) (including cases of giving, receiving, giving as present, receiving as present, inheriting, transferring or receiving transfer of rights to buy additional shares issued etc.)	Seven (07) days from the date of change	The Company's Website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE), Company	Appendix No. 07 of Circular 155/2015/TT-BTC	<ul style="list-style-type: none"> - Do not apply to cases of changes in the rate of owning outstanding shares with voting rights incurred by the Company trading treasury stocks or issuing additional shares - The time of changing the share ownership ratio exceeding one percent (1%) is calculated from the time of completion of securities transactions: <ul style="list-style-type: none"> + The date when the transaction payment is completed if the transaction is performed via the Stock Exchange + The Company will post on its Website within three (03) working days after receiving reports related to the changes in share ownership rate, share options of entities as prescribed

No.	Detailed description	Time to announce information	Means of information announcement	Recipients	Form	Note
REPORT ON FUND TRANSACTIONS OF TREASURY STOCKS						
1	Before buying/selling treasury stocks	At least seven (07) days before the expected transaction date	The Company's Website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	Appendix 23, 24, 26, 27 of Circular 162/2015 /TT-BTC	
2	Report the result of transaction performance	Within ten (10) days from the end of the transaction	The Company's Website Means of information announcement of State Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)	Appendix 25 of Circular 162/2015 /TT-BTC	<ul style="list-style-type: none"> - In case of failure to fully perform registered volume, explanation is required - In unexpected cases causing changes in intention or transaction plan, the report and reason are required
3	If the Company reacquires its stocks after paying all the reacquired stocks, if the total value of assets recorded in the accounting decreases by more than 10%	Notify the creditor and announce information within fifteen (15) days from the date of completion of the obligation to pay for the repurchase of shares	The Company's Website Means of information announcement of State Securities Commission of	Securities Commission of Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)		

No.	Detailed description	Time to announce information	Means of information announcement	Recipients	Form	Note
			Vietnam (SSC), Ho Chi Minh City Stock Exchange (HOSE)			

The responsibility for sending information that needs to be announced of relevant entities: Immediately after the information is available and ensure that Department/Division in charge of information announcement has sufficient time to comply with the procedures to announce information as prescribed to SSC, HOSE for each type of information