

No: 08/BC-NCS

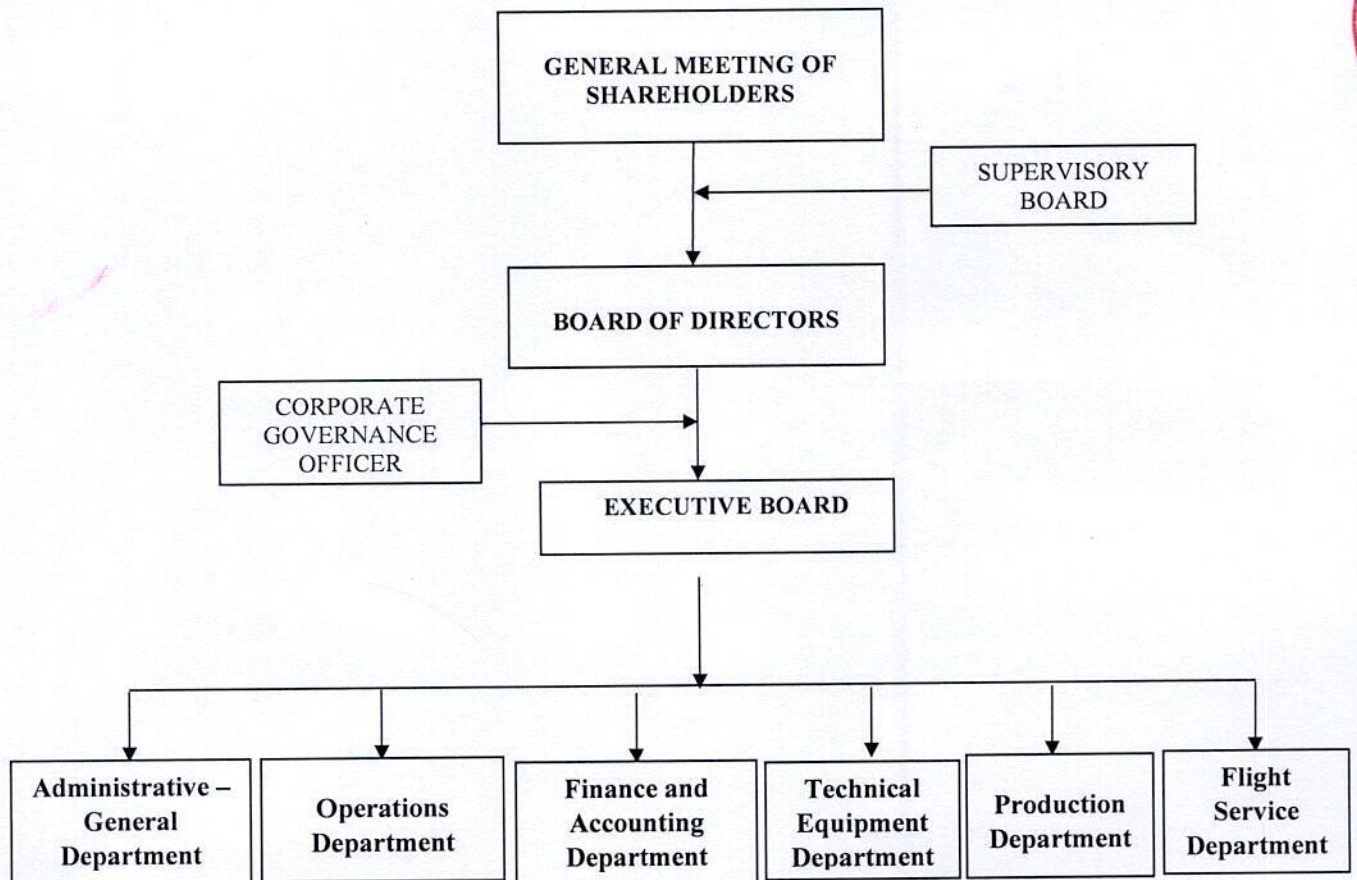
Ha Noi, January 24, 2025

SHORT VERSION

REPORT
Coporate Governance Situation in 2024

To: - State Securities Commission of Vietnam
- Ha Noi Stock Exchange

- Company name: Noibai Catering Services Joint Stock Company (abbrev: NCS).
- Adress: Noi Bai International Airport Phu Minh Commune, Soc Son district, Ha Noi, Vietnam
- Phone: 0243 884 0289 Fax: 0243 884 0199.
- Authorized capital: 179.490.980.000 VND.
- Stock code: NCS.
- Governance model, Organizational management structure.



- Regarding the implementation of internal audit functions: Not applicable.

I. Activities of the General Meeting of Shareholders:

Information on the General Meetings of Shareholders held in 2024:

No.	Resolution No.	Date	Title
1	No 05/NQ-DHDCD-NCS	24/4/2024	Resolution of the Annual General Meeting of Shareholders in 2024

II. Board of Directors:

1. Information on the Members of the Board of Directors (BOD):

No.	Member of the BOD	Position	Start/ end date as a Member of the BOD/Independent Board	
			Appointment date	Termination Date
1	Ngo Hong Minh	Chairman	24/4/2024	
2	Nguyen Van Dung	Member	29/6/2021	
3	Tran Viet Hai	Member	24/4/2024	
4	Nguyen Duc Hanh	Member		24/4/2024
5	Nguyen Van Hung Cuong	Member	24/4/2024	

2. Meetings of the BOD:

No.	Board of Director member	Number of meetings attended	Attendance rate	Reason for absence from the meeting
1	Ngo Hong Minh	08/08	100%	
2	Nguyen Van Dung	08/08	100%	
3	Tran Viet Hai	05/05	100%	
4	Nguyen Duc Hanh	03/03	100%	
5	Nguyen Van Hung Cuong	08/08	100%	

3. Oversight activities of the BOD over the Executive Board (EB):

The BOD effectively supervised the EB in managing the company's production and business activities. The EB successfully fulfilled its role in managing production and business operations in 2024, adhering to the orientations and directives set forth by the General Meeting of Shareholders and the BOD.

4. Activities of Subcommittees under the BOD (if any): None;

5. Resolutions/Decisions of the BOD:

No.	No. of Resolutions/Decision	Date	Content	Approval rate
A	Resolution			

No.	No. of Resolutions/Decision	Date	Content	Approval rate
1	01/NQ-NCS-HDQT	11/01/2024	Estimated performance results of the 2023 business and production plan; provisional allocation of 2024 business and production targets; salary provision allocation; 2024 credit limits; and approval of the 2023 corporate governance report	100%
2	02/NQ-NCS-HDQT	05/03/2024	Evaluating the results of the first two months and approving the monthly salary fund for 2023	100%
3	03/NQ-NCS-HDQT	05/03/2024	Approved transactions and contracts between the company and related parties	100%
4	04/NQ-NCS-HDQT	05/03/2024	Approved the plan and content for the 2024 AGM	100%
5	06/NQ-NCS-HDQT	01/04/2024	Resolution on assigning personnel for overseas business trips.	100%
6	07/NQ-NCS-HDQT	03/04/2024	Resolution on approval of materials for the 2024 AGM	100%
7	07a/NQ-NCS-HDQT	03/04/2024	Resolution on recording Q1/2024 business results and approving the revised and supplemented staff regulations.	100%
8	08/NQ-NCS-HDQT	24/04/2024	Resolution unanimously electing Mr. Ngo Hong Minh as Chairman of the BOD	100%
9	09/NQ-NCS-HDQT	24/04/2024	Resolution on implementing the contents approved by the AGM	100%
10	10/NQ-NCS-HDQT	08/05/2024	Resolution on assigning personnel for overseas business trips.	100%

No.	No. of Resolutions/Decision	Date	Content	Approval rate
11	11/NQ-NCS-HDQT	07/06/2024	Resolution acknowledging business results for the first 5 months of 2024; approving the Financial Management Regulation; and reappointing the CEO	100%
12	12/NQ-NCS-HDQT	28/06/2024	Resolution on assigning personnel for overseas business trips.	100%
13	13/NQ-NCS-HDQT	04/07/2024	Resolution on assigning personnel for overseas business trips	100%
14	14/NQ-NCS-HDQT	12/07/2024	Resolution approving the investment report, total cost estimate, and contractor selection plan for the kitchen equipment investment package.	100%
15	15/NQ-NCS-HDQT	16/07/2024	Resolution acknowledging business results for the first 6 months of 2024 and approving the 6-month management report for 2024.	100%
16	16/NQ-NCS-HDQT	26/07/2024	Resolution approving amendments to the Appendix of the Regulations on salaries, bonuses, and other income.	100%
17	17/NQ-NCS-HDQT	19/09/2024	Resolution acknowledging business results for the first 9 months of 2024 and approving the policy to amend the organizational structure.	100%
18	18/NQ-NCS-HDQT	11/10/2024	Resolution approving the amendment of the organizational structure.	100%
19	19/NQ-NCS-HDQT	10/12/2024	Resolution approving the investment report and contractor selection plan for the security screening	100%

No.	No. of Resolutions/Decision	Date	Content	Approval rate
			equipment	
20	20/NQ-NCS-HDQT	12/12/2024	Resolution approving commendations for achievements in the 2024 emulation campaign	100%
21	21/NQ-NCS-HDQT	18/12/2024	Resolution approving the investment report and contractor selection plan for meal delivery vehicles with refrigeration units.	100%
22	22/NQ-NCS-HDQT	27/12/2024	Resolution approving amendments and supplements to the Personnel Regulations.	100%
B	Decisions			
1	01/QD-NCS-HDQT	11/01/2024	Approval of the credit limit for 2024.	
2	02/QD-NCS-HDQT	01/04/2024	Regarding the assignment of personnel for overseas business trips	
3	03/QD-NCS-HDQT	03/04/2024	Regarding the issuance of the Staff Regulations.	
4	04/QD-NCS-HDQT	08/05/2024	Regarding the assignment of personnel for overseas business trips	
5	05/QD-NCS-HDQT	07/06/2024	Regarding the reappointment of the CEO.	
6	06/QD-NCS-HDQT	28/06/2024	Regarding the assignment of personnel for overseas business trips	
7	07/QD-NCS-HDQT	04/07/2024	Regarding the assignment of personnel for overseas business trips	
8	08/QD-NCS-HDQT	04/07/2024	Regarding the assignment of personnel for overseas business trips	
9	09/QD-NCS-HDQT	12/07/2024	Establishing the kitchen equipment appraisal	

No.	No. of Resolutions/Decision	Date	Content	Approval rate
			committee.	
10	09A/QD-NCS-HDQT	12/07/2024	Approval of the Investment Report and Total Cost Estimate for the Kitchen Equipment Investment Package.	
11	10/QD-NCS-HDQT	26/07/2024	Resolution approving the contractor selection plan for the investment package of kitchen equipment.	
12	12/QD-NCS-HDQT	26/07/2024	Decision approving the amendments to the salary, bonus, and other income regulations of Noibai Catering Services Joint Stock Company.	
13	13/QD-NCS-HDQT	11/10/2024	Resolution issuing the organizational structure, functions, and duties of departments within the company.	
14	14/QD-NCS-HDQT	11/10/2024	Resolution establishing the staffing structure and job titles of departmental staff within the company	
15	15/QD-NCS-HDQT	10/12/2024	Approving the investment report and total investment estimate for the procurement of 02 security X-ray machines and 01 security gate.	
16	16/QD-NCS-HDQT	10/12/2024	Approving the contractor selection plan for the procurement of 02 security X-ray machines and 01 security gate.	
17	17/QD-NCS-HDQT	12/12/2024	Awarding achievements for the 2024 year-end performance	
18	18/QD-NCS-HDQT	18/12/2024	Resolution approving the	

No.	No. of Resolutions/Decision	Date	Content	Approval rate
			investment report and total investment estimate for meal delivery vehicles with refrigeration units.	
19	19/QD-NCS-HDQT	18/12/2024	Resolution approving the contractor selection plan for the investment package of meal delivery vehicles with refrigeration units.	
20	20/QD-NCS-HDQT	27/12/2024	Resolution approving amendments and supplements to the Personnel Regulations	

III. Supervisory board:

1. Information on Supervisory board:

No.	Member of Supervisory board	Position	Start/ end date as a member of Supervisory board	Professional qualification
1	Le Hoang Chinh	Chairperson	24/4/2024 (Appointment)	Bachelor
2	Nguyen The Thach	Member	24/4/2024 (Appointment)	Bachelor
3	Phan Thi Thuy Quyen	Member	15/6/2022 (Appointment)	Bachelor
4	Do Thi Minh Ly	Chairperson	24/4/2024 (Termination)	Bachelor
5	Vu Manh Phu	Member	24/4/2024 (Termination)	Bachelor

2. Meetings of the Supervisory board:

No.	Member of Supervisory board	Number of meetings attended	Approval rate	Reason for absence from the meeting
1	Le Hoang Chinh	02/02	100%	
2	Do Thi Minh Ly	01/01	100%	
3	Phan Thi Thuy Quyen	03/03	100%	
4	Vu Manh Phu	01/01	100%	
5	Nguyen The Thach	02/02	100%	

3. Supervisory Activities of the Supervisory Board over the Board of Directors, Executive Board, and Shareholders:

Based on the authority and responsibilities of the Supervisory Board as stipulated in the Law on Enterprises, the Charter of Noibai Catering Services Joint Stock Company (NCS), and the 2024 Operational Plan of the Supervisory Board:

- In coordination with the Board of Directors and the Executive Board, meetings have been organized in compliance with the regulations and within the authorized scope to direct the Company's production and business activities;

- Ensure strict implementation of the Resolutions of the General Meeting of Shareholders (GMS) for 2023 and 2024, with no unresolved items left unaddressed;

- Supervise the Executive Board's compliance with reporting regimes to ensure timely information provision for shareholders and state authorities to stay informed about the Company's operations;

- Closely coordinate with the Board of Directors and the Executive Board in addressing the Company's recommendations, ensuring adherence to laws and the Company's regulations;

- Organize and effectively implement the contents of the Board of Directors' Resolutions and Decisions; comply with legal regulations, the Charter, and the Company's rules in the management and operational activities of the Company;

4. Coordination between the Supervisory Board and the Board of Directors, Executive Management, and other managers:

During the period, the relationship and coordination between the Supervisory Board, the BOD, the Chief Executive Officer (CEO), and shareholders were well-maintained. The Supervisory Board strictly adhered to its functions, duties, and powers as stipulated in the Company's Charter and consistently collaborated closely with the BOD and the CEO in performing its responsibilities. The CEO and functional departments facilitated and coordinated effectively with the Supervisory Board in all activities.

5. Other activities of the Supervisory Board:

- Monitored the BOD and CEO in managing and operating the Company's activities, as well as the implementation of resolutions from the 2023 and 2024 AGM and resolutions and decisions of the BOD;

- Supervised compliance with State regulations, the Company's Charter, and internal regulations to safeguard the legitimate interests of the enterprise, employees, and shareholders; monitored the implementation of recommendations made by inspection, auditing, and supervisory bodies;

- Reviewed the legality, systematic consistency, and rationality in the organization of accounting, statistical work, and financial reporting of the company;

- Evaluated the adequacy, legality, and accuracy of reports on business operations and reviewed financial statements;

- Oversaw the execution of business and investment plans for the year 2024;

- The Supervisory Board or its representatives fully participated in meetings of the BOD convened during the period.;

IV. Executive Board:

No.	Member of Executive Board	Date of birth	Professional qualification	Appointment/Termination date of Executive Committee members
1	Nguyen Van Dung	20/11/1974	Master	From 01/7/2021 (Appointment)
2	Pham Xuan Thang	12/01/1970	Master	From 02/02/2023 (Appointment)

V. Chief accountant:

Member of Executive Board	Date of birth	Professional qualification	Appointment/Termination date
Chu Khanh Linh	14/4/1970	Master of Economics	From 01/4/2022 (Appointment)

VI. Corporate Governance Training:

Training courses on corporate governance that members of the Board of Directors, members of the Supervisory Board, the CEO (General Director), other management personnel, and the Company Secretary have attended in accordance with corporate governance regulations: None;

VII. List of Related Parties of the Public Company and Transactions Between the Company's Related Parties and the Company itself:

1. *List of the company's related parties:* Appendix 01;
2. *Transactions between the company and its related parties; or transactions between the company and major shareholders, insiders, or persons related to the insiders:* Appendix 02;
3. *Transactions between the company's insiders, related persons of the insiders, and subsidiaries or companies controlled by the company:* None;
4. *Transactions between the company and other parties:*

- Transactions between the company and another company where members of the BOD, Supervisory Board, General Director (CEO), or other management personnel have served or are serving as founding members, members of the BOD, or operational General Director (CEO) within the past three (03) years (up to the date of report preparation): Appendix 03;

- Transactions between the company and other companies in which related persons of members of the Board of Directors, members of the Supervisory Board, the Director (General Director), and other managers serve as members of the Board of Directors or as the General Director: None;

- Other transactions of the Company (if any) that may bring material or immaterial benefits to members of the Board of Directors, members of the Supervisory Board, the Director (General Director), and other managers: None;

VIII. Transactions of Shares by Insiders and Related Persons of Insiders:

1. *List of Insiders and Related Persons of Insiders*: Appendix 04;
2. *Transactions of Insiders and Related Persons Regarding the Company's Shares*:
None;

IX. Other Matters to Note: None;

Recipients:

- As above;
- Archive: VT;

**ON BEHALF OF THE BOARD OF
DIRECTORS
CHAIRMAN**



Ngo Hong Minh

Appendix 01: List of Related Parties of the Company

(attached with Report No. /BC-NCS dated January ,2025)

No.	Name of Organization/ Individual	Position at the company (if available)	Start date as a Related party	End date as a Related party	Reason	Relationship with the company
<i>1</i>	<i>2</i>	<i>4</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
1.	Ngo Hong Minh	Chairman of the Board of Directors	24/4/2024		Appointment	Chairman of the Board of Directors
2.	Nguyen Thi Suu (Birth mother)	No	24/4/2024			
3.	To Kieu Oanh (Wife)	No	24/4/2024			
4.	Ngo Kieu Trang (Daughter)	No	24/4/2024			
5.	Ngo Quoc Khanh (Son)	No	24/4/2024			
6.	Ngo Hong Quang (Younger brother)	No	24/4/2024			
7.	Ngo Hong Van (Younger sister)	No	24/4/2024			
8.	Tran Thi Lan (Sister-in-law)	No	24/4/2024			
9.	Do Trong Nguyen (Brother-in-law)	No	24/4/2024			
10.	Nguyen Van Dung	Member of the Board of Directors and CEO	29/6/2021		Appointment	Member of the Board of Directors and CEO
11.	Nguyen Van Trinh (Birth father)	No	29/6/2021			
12.	Tran Thi My (Birth mother)	No	29/6/2021			
13.	Nguyen Van Chiem (Father-in-law)	No	29/6/2021			
14.	Nguyen Hoang Ha	No	29/6/2021			

No.	Name of Organization/ Individual	Position at the company (if available)	Start date as a Related party	End date as a Related party	Reason	Relationship with the company
<i>1</i>	<i>2</i>	<i>4</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
	(Wife)					
15.	Nguyen Hoang Minh Quang (Child)	No	29/6/2021			
16.	Nguyen Hoang Tue Chau (Child)	No	29/6/2021			
17.	Nguyen Thi Thuy Anh (Elder sister)	No	29/6/2021			
18.	Nguyen Thi Tuyet (Elder sister)	No	29/6/2021			
19.	Nguyen Van Chung (Em)	No	29/6/2021			
20.	Nguyen Quoc Trung (Brother-in-law)	No	29/6/2021			
21.	Nguyen Anh Tuan (Brother-in-law)	No	29/6/2021			
22.	Le Thi Ninh (Sister-in-law)	No	29/6/2021			
23.	Tran Viet Hai	Member of the Board of Directors	24/4/2024		Appoin tment	Member of the Board of Directors
24.	Nguyen Thi Nhu Mai (Wife)	No	24/4/2024			
25.	Tran Viet Phuong (Son)	No	24/4/2024			
26.	Tran Ngoc Linh (Daughter)	No	24/4/2024			
27.	Tran Quoc Hung (Elder Brother)	No	24/4/2024			
28.	Pham Thi Huong (Sister-in-law)	No	24/4/2024			
29.	Tran Viet Cuong (Elder Brother)	No	24/4/2024			

No.	Name of Organization/ Individual	Position at the company (if available)	Start date as a Related party	End date as a Related party	Reason	Relationship with the company
<i>1</i>	<i>2</i>	<i>4</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
30.	Nguyen Thi Them (Sister-in-law)	No	24/4/2024			
31.	Tran Viet Hung (Elder Brother)	No	24/4/2024			
32.	Le Thi Hanh (Sister-in-law)	No	24/4/2024			
33.	Nguyen Van Hung Cuong	Member of the Board of Directors	24/4/2024		Appoin tment	Member of the Board of Directors
34.	Nguyen Van Phuong (Birth father)	No	24/4/2024			
35.	Nguyen Thi Hai (Birtj mother)	No	24/4/2024			
36.	Lu Ba Thanh (Father-in-law)	No	24/4/2024			
37.	Pham Thi Kim Sang (Mother-in-law)	No	24/4/2024			
38.	Lu Phuong Thao (Wife)	No	24/4/2024			
39.	Nguyen Bao Chau (Child)	No	24/4/2024			
40.	Nguyen Bao Khanh (Child)	No	24/4/2024			
41.	Nguyen Thi Bach Tuyet (Younger sister)	No	24/4/2024			
42.	Nguyen Van Tan (Younger brother)	No	24/4/2024			
43.	Nguyen Van Anh Tuan (Elder brother)	No	24/4/2024			
44.	Nguyen Thi Bach Lien (Younger sister)	No	24/4/2024			

No.	Name of Organization/ Individual	Position at the company (if available)	Start date as a Related party	End date as a Related party	Reason	Relationship with the company
<i>1</i>	<i>2</i>	<i>4</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
45.	Truong Kim Long (Brother-in-law)	No	24/4/2024			
46.	Le Thi Thanh (Sister-in-law)	No	24/4/2024			
47.	Le Thi Hue (Sister-in-law)	No	24/4/2024			
48.	Nguyen The Thach	Member of the Supervisory Board	24/4/2024		Appointment	Member of the Supervisory Board
49.	Nguyen The Thanh (Birth father)	No	24/4/2024			
50.	Nguyen The Vu (Elder Brother)	No	24/4/2024			
51.	Nguyen The Thang (Elder Brother)	No	24/4/2024			
52.	Nguyen The Thiep (Elder Brother)	No	24/4/2024			
59.	Nguyen Thi Huong (Younger sister)	No	24/4/2024			
60.	Nguyen Thi Huong Giang (Younger sister)	No	24/4/2024			
61.	Phan Thi Thu Hang (Wife)	No	24/4/2024			
62.	Nguyen Phan Bao Ngoc (Child)	No	24/4/2024			
63.	Nguyen Phan Bao Anh (Child)	No	24/4/2024			
64.	Le Hoang Chinh	Head of the Supervisor	24/4/2024		Appointment	Head of the Supervisory Board

No.	Name of Organization/ Individual	Position at the company (if available)	Start date as a Related party	End date as a Related party	Reason	Relationship with the company
<i>1</i>	<i>2</i>	<i>4</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
		y Board				
65.	Nguyen Nguyet Lan (Birth mother)	No	24/4/2024			
66.	Nguyen Thu Hien (Mother-in-law)	No	24/4/2024			
67.	Le Quynh Hoa (Wife)	No	24/4/2024			
68.	Le Hoang Bao Linh (Child)	No	24/4/2024			
69.	Le Hoang Bao Khanh (Child)	No	24/4/2024			
75.	Chu Khanh Linh	Chief accountant	01/4/2022		Appoin tment	Chief accountant & Head of Finance Dept.
76.	Nguyen Thi Vien (Birth mother)	No	01/4/2022			
77.	Vu Hong Van (Wife)	No	01/4/2022			
78.	Chu Nhat Minh (Con)	No	01/4/2022			
79.	Chu Thuy Duong (Child)	No	01/4/2022			
80.	Chu Mai Lan (Younger sister)	No	01/4/2022			
81.	Chu Thu Huong (Younger sister)	No	01/4/2022			
82.	Chu Thu Huyen (Younger sister)	No	01/4/2022			
83.	Le Phu Lam (Brother-in-law)	No	01/4/2022			
84.	Vu Le Ha (Brother-	No	01/4/2022			

No.	Name of Organization/ Individual	Position at the company (if available)	Start date as a Related party	End date as a Related party	Reason	Relationship with the company
<i>1</i>	<i>2</i>	<i>4</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
	in-law)					
85.	Nguyen Thanh Hung (Brother-in-law)	No	01/4/2022			
86.	Phan Thi Thuy Quyen	Member of the Supervisory Board & Head of HR Dep.	15/6/2022		Appoin tment	Member of the Supervisory Board & Head of HR Dep.
87.	Nguyen Thi Quy (Birth mother)	No	15/6/2022			
88.	Pham Manh Hung (Husband)	No	15/6/2022			
86.	Pham Khanh Nhi (Child)	No	15/6/2022			
87.	Pham Bao Van (Child)	No	15/6/2022			
88.	Pham Quynh Dan (Child)	No	15/6/2022			
89.	Phan Quoc Hoan (Elder Brother)	No	15/6/2022			
90.	Phan Thanh Toan (Elder Brother)	No	15/6/2022			
91.	Phan Anh Hung (Elder Brother)	No	15/6/2022			
92.	Nguyen Thi Thanh Tam (Sister-in-law)	No	15/6/2022			
93.	Le Thi Ngoc Phu (Sister-in-law)	No	15/6/2022			
94.	Nguyen Thi Thanh Tinh (Sister-in-law)	No	15/6/2022			

No.	Name of Organization/ Individual	Position at the company (if available)	Start date as a Related party	End date as a Related party	Reason	Relationship with the company
<i>1</i>	<i>2</i>	<i>4</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
95.	Phi Thi Thu Anh	Corporate Governance Officer and Company Secretary	01/3/2023		Appointment	Corporate Governance Officer and Company Secretary
96.	Tran Quang Doai (Husband)	No	01/3/2023			
94.	Tran Minh Nhu (Child)	No	01/3/2023			
95.	Tran Quang Phuc (Child)	No	01/3/2023			
96.	Phi Thi Thu Oanh (Younger sister)	No	01/3/2023			
97.	Nguyen Thanh Cong (Brother-in-law)	No	01/3/2023			
98.	Vietnam Airlines JSC					Parent company
99.	Dang Ngoc Hoa		10/8/2020		Elected as Chairman of the BOD of VNA	
100.	Le Hong Ha		01/01/2021		Appointed as CEO of VNA	
101.	Southern Airports Services JSC					Major shareholder

Appendix 02. Transactions between the company and its related parties; or between the company and major shareholders, insiders, or related parties of insiders

(Attached with Report No. /BC-NCS dated January 2025)

No	Name of Organization / Individual	Relationship with the company	Transaction time with the company	Resolution / Decision No. of the AGM/BO D... approved (if any, specify the date of issuance)	Content, Quantity, Total Transaction Value	Note
1	2	3	6	7	8	9
1.	Vietnam Airlines corporation– Joint Stock Company (JSC) and its subsidiaries	Parent company, major shareholders, and related parties	Year 2024	01/NQ-NCS-DHDCD on 27/6/2023; 05/NQ-NCS-DHDCD on 24/4/2024; 03/NQ-NCS-HDQT on 05/3/2024.	- Contracts for the provision of meals, beverages, and services. Total contract value: 495,3 billion VND; - Contracts for goods and services: employee transport vehicle rental; courier services; vehicle maintenance and fuel support services;.... Total contract value: 3,6 billion VND.	
2.	Southern Airports Services JSC	Major shareholders;	Year 2024	03/NQ-NCS-HDQT on 05/3/2024	- Contract for the supply of nonair products. Total contract value: 630,7 million VND	

Appendix 03. Transactions between the company and a company where members of the Board of Directors, members of the Supervisory Board, the CEO, and other managers have been or are currently founders, members of the Board of Directors, or CEOs in the past three (03) years (as of the report date)

(Attached with Report No. /BC-NCS dated January 2025)

No	Name of Organization/ Individual	Relationship with the company	Represent ative	Position at the listed company	Position at the related party	Content, Quantity, Total Transaction Value	Note
1	2	3	4	5	7	8	9
1	Southern Airports Services JSC	Major Shareholders;	Nguyen Van Hung Cuong	Member of the BOD	Chief Executive Officer (CEO)	Contract for the supply of nonair products. Total contract value 630,7 million VND	

Appendix 04. List of Insiders and Related Parties of Insiders

(Attached with Report No. /BC-NCS dated January 2025)

No	Name	Position at the company (if any)	Shares owned at period-end.	Shareholding percentage at period-end	Note
1	2	4	7	8	9
1.	Ngo Hong Minh	Chairman of the BOD	0	0	
2.	Nguyen Thi Suu (Birth mother)	No	0	0	
3.	To Kieu Oanh (Wife)	No	0	0	
4.	Ngo Kieu Trang (Daughter)	No	0	0	
5.	Ngo Quoc Khanh (Son)	No	0	0	
6.	Ngo Hong Quang (Younger brother)	No	0	0	
7.	Ngo Hong Van (Younger sister)	No	0	0	
8.	Tran Thi Lan (Sister-in-law)	No	0	0	
9.	Do Trong Nguyen (Brother-in-law)	No	0	0	
10.	Nguyen Van Dung	Member of the BOD and CEO	0	0	
11.	Nguyen Van Trinh (Birth father)	No	0	0	
12.	Tran Thi My (Birth mother)	No	0	0	
13.	Nguyen Van Chiem (Father-in-law)	No	0	0	
14.	Nguyen Hoang Ha (Wife)	No	0	0	
15.	Nguyen Hoang Minh Quang (Con)	No	0	0	
16.	Nguyen Hoang Tue Chau (Child)	No	0	0	
17.	Nguyen Thi Thuy Anh (Elder sister)	No	0	0	

No	Name	Position at the company (if any)	Shares owned at period-end.	Shareholding percentage at period-end	Note
1	2	4	7	8	9
18.	Nguyen Thi Tuyet (Elder sister)	No	0	0	
19.	Nguyen Van Chung (Brother)	No	0	0	
20.	Nguyen Quoc Trung (Brother-in-law)	No	0	0	
21.	Nguyen Anh Tuan (Brother-in-law)	No	0	0	
22.	Le Thi Ninh (Sister-in-law)	No	0	0	
23.	Tran Viet Hai	Member of the BOD	0	0	
24.	Nguyen Thi Nhu Mai (Wife)	No	0	0	
25.	Tran Viet Phuong (Son)	No	0	0	
26.	Tran Ngoc Linh (Daughter)	No	0	0	
27.	Tran Quoc Hung (Elder Brother)	No	0	0	
28.	Pham Thi Huong (Sister-in-law)	No	0	0	
29.	Tran Viet Cuong (Elder Brother)	No	0	0	
30.	Nguyen Thi Them (Sister-in-law)	No	0	0	
31.	Tran Viet Hung (Elder Brother)	No	0	0	
32.	Le Thi Hanh (Sister-in-law)	No	0	0	
33.	Nguyen Van Hung Cuong	Member of the BOD	0	0	
34.	Nguyen Van Phuong (Father)	No	0	0	
35.	Nguyen Thi Hai (Mother)	No	0	0	

No	Name	Position at the company (if any)	Shares owned at period-end.	Shareholding percentage at period-end	Note
<i>1</i>	<i>2</i>	<i>4</i>	<i>7</i>	<i>8</i>	<i>9</i>
36.	Lu Ba Thanh (Father-in-law)	No	0	0	
37.	Pham Thi Kim Sang (Mother-in-law)	No	0	0	
38.	Lu Phuong Thao (Wife)	No	0	0	
39.	Nguyen Bao Chau (Child)	No	0	0	
40.	Nguyen Bao Khanh (Child)	No	0	0	
41.	Nguyen Thi Bach Tuyet (Sister)	No	0	0	
42.	Nguyen Van Tan (Brother)	No	0	0	
43.	Nguyen Van Anh Tuan (Brother)	No	0	0	
44.	Nguyen Thi Bach Lien (Younger sister)	No	0	0	
45.	Truong Kim Long (Brother-in-law)	No	0	0	
46.	Le Thi Thanh (Sister-in-law)	No	0	0	
47.	Le Thi Hue (Sister-in-law)	No	0	0	
48.	Nguyen The Thach	Member of the Supervisory Board	0	0	
49.	Nguyen The Thanh (Birth father)	No	0	0	
50.	Nguyen The Vu (Elder Brother)	No	0	0	
51.	Nguyen The Thang (Elder Brother)	No	0	0	
52.	Nguyen The Thiep (Elder Brother)	No	0	0	
53.	Nguyen Thi Huong (Younger sister)	No	0	0	
54.	Nguyen Thi Huong Giang	No	0	0	

No	Name	Position at the company (if any)	Shares owned at period-end.	Shareholding percentage at period-end	Note
1	2	4	7	8	9
	(Younger sister)				
55.	Phan Thi Thu Hang (Wife)	No	0	0	
56.	Nguyen Phan Bao Ngoc (Child)	No	0	0	
57.	Nguyen Phan Bao Anh (Child)	No	0	0	
58.	Le Hoang Chinh	Head of the Supervisory Board	0	0	
59.	Nguyen Nguyet Lan (Birth mother)	No	0	0	
60.	Nguyen Thu Hien (Mother-in-law)	No	0	0	
61.	Le Quynh Hoa (Wife)	No	0	0	
62.	Le Hoang Bao Linh (Child)	No	0	0	
63.	Le Hoang Bao Khanh (Child)	No	0	0	
64.	Chu Khanh Linh	Chief accountant & Head of Finance Dept.	0	0	
65.	Nguyen Thi Vien (Birth mother)	No	0	0	
66.	Vu Hong Van (Wife)	No	0	0	
67.	Chu Nhat Minh (Child)	No	0	0	
68.	Chu Thuy Duong (Child)	No	0	0	
69.	Chu Mai Lan (Younger sister)	No	0	0	
70.	Chu Thu Huong (Younger sister)	No	0	0	
71.	Chu Thu Huyen (Younger sister)	No	0	0	
72.	Le Phu Lam (Brother-in-law)	No	0	0	
73.	Vu Le Ha (Brother-in-law)	No	0	0	

No	Name	Position at the company (if any)	Shares owned at period-end.	Shareholding percentage at period-end	Note
1	2	4	7	8	9
74.	Nguyen Thanh Hung (Brother-in-law)	No	0	0	
75.	Phan Thi Thuy Quyen	Member of the Supervisory Board & Head of HR Dep.	0	0	
76.	Nguyen Thi Quy (Birth mother)	No	0	0	
77.	Pham Manh Hung (Husband)	No	0	0	
78.	Pham Khanh Nhi (Child)	No	0	0	
79.	Pham Bao Van (Child)	No	0	0	
80.	Pham Quynh Dan (Child)	No	0	0	
81.	Phan Quoc Hoan (Elder Brother)	No	0	0	
82.	Phan Thanh Toan (Elder Brother)	No	0	0	
83.	Phan Anh Hung (Elder Brother)	No	0	0	
84.	Nguyen Thi Thanh Tam (Sister-in-law)	No	0	0	
85.	Le Thi Ngoc Phu (Sister-in-law)	No	0	0	
86.	Nguyen Thi Thanh Tinh (Sister-in-law)	No	0	0	
87.	Phi Thi Thu Anh	Corporate Governance Officer and Company Secretary	0	0	
88.	Tran Quang Doai (Husband)	No	5.076	0,02%	
89.	Tran Minh Nhu (Child)	No	0	0	
90.	Tran Quang Phuc (Child)	No	0	0	
91.	Phi Thi Thu Oanh (Younger sister)	No	0	0	

No	Name	Position at the company (if any)	Shares owned at period-end.	Shareholding percentage at period-end	Note
<i>1</i>	<i>2</i>	<i>4</i>	<i>7</i>	<i>8</i>	<i>9</i>
92.	Nguyen Thanh Cong (Brother-in-law)	No	0	0	

