

RESOLUTION

Regarding the renaming and the revision of the functions and duties of the Mechanical and Electrical Technical Department of Song Ba Joint Stock Company

THE BOARD OF DIRECTORS OF SONG BA JOINT STOCK COMPANY

Pursuant to Enterprise Law no. 59/2020/QH14 on June 17, 2020

Pursuant to the Charter of organization and operation of Song Ba Joint Stock Company;

Pursuant to the Regulation on the Organization and Operation of the Board of Directors of Song Ba Joint Stock Company issued together with Decision No. 12/21/QĐ-S3-HDQT on July 6, 2021;

Pursuant to the Internal Management Regulation of Song Ba Joint Stock Company issued together with Decision No. 22/21/QĐ-S3-HDQT on September 15, 2021;

Pursuant to the Delegation of Authority Regulation of SBA issued together with Decision No. 23/QĐ-SBA-HDQT on August 8, 2025;

Pursuant to the Minutes of the vote tabulation of the Board of Directors of the Company on March 27, 2026.

HEREBY RESOLVES:

Article 1. Approval of the renaming and revision of the functions and duties of the Mechanical and Electrical Technical Department of Song Ba Joint Stock Company as follows:

- **Renaming:** The Mechanical and Electrical Technical Department shall be renamed as the Technical Department.

- **Functions and duties of the Technical Department:** As detailed in the Appendix attached hereto.

Article 2. Implementation: The General Director of Song Ba Joint Stock Company is assigned to organize the implementation of this Resolution and to direct the review, amendment, and supplementation of relevant contents to ensure consistency with the name, functions, and duties of the Technical Department after such revision.

Article 3. This Resolution shall take effect from the date of signing. The General Director, Deputy General Directors, the Chief Accountant, Heads of Departments, and relevant units of the Company shall be responsible for the implementation of this Resolution.

ON BEHALF OF THE BOARD OF
MANAGEMENT
CHAIRMAN

Recipients:

- As stated in Article 3;
- Member of the Board of Management;
- Board of Supervisors of SBA;
- Archiving: Company



Thái Hồng Quân



APPENDIX FUNCTIONS AND DUTIES OF THE TECHNICAL DEPARTMENT OF THE COMPANY

(Attached to Resolution No. 05/NQ-SBA-HDQT on March 31, 2026)

1. Functions

- The Technical Department is a specialized unit under the direct supervision of the General Director, responsible for advising and assisting the Board of Management in technical management, technology, operation, maintenance, and safety for all hydropower plants and construction projects invested in and managed by the Company.

- The Technical Department serves as the focal point for organizing, guiding, inspecting, and supervising the implementation of technical and safety regulations, procedures, and standards throughout the Company.

2. Duty

2.1. Technical management of power plants

a) Lead the development, submission for approval, and implementation of the following regulations and procedures::

- Operation of dams, reservoirs, and civil structures;

- Operation of generating units, substations, transmission lines, and equipment systems at project facilities.

b) Monitor and oversee plant operations; consolidate, analyze and evaluate data; propose key technical targets and recommend measures to enhance efficiency and optimize generation output.

c) Incident handling and management

- Take the lead or coordinate in handling technical incidents arising at the power plants;

- Organize root cause analysis of incidents and propose corrective and preventive measures;

- Maintain and manage the Company-wide incident database.

d) Management of technical records and data

- Manage and maintain technical documents, including design, as-built, operation, and maintenance records;

- Develop and manage the Company's centralized technical database system.

e) Standards, procedures, and technology application

- Develop, update, and improve the system of internal technical regulations, procedures, and standards;

- Implement information technology applications, SCADA systems, maintenance management software, and digital transformation solutions in technical management.

f) Coordinate in assisting in optimal operation strategies based on hydrological conditions, the electricity market, and requirements of the power system operator.

2.2. Maintenance and repair.

a) Take the lead or coordinate in preparing plans and cost estimates for routine maintenance, periodic maintenance, minor overhauls, major overhauls of equipment and facilities.

b) Appraise technical repair solutions developed by plants and consultants; conduct inspection, supervision, and acceptance of completed works.

c) Recommend measures to improve reliability, prolong equipment service life, and reduce the occurrence of failures.

2.3. Technical safety and structural safety

a) Monitor and evaluate the safety status of dams, reservoirs, hydraulic works, and equipment..

b) Take the lead in developing and implementing the following plans:

- Disaster prevention and control, flood and storm response, and fire prevention and fighting (FPF);

- Incident response and emergency preparedness plans.

c) Coordinate with relevant authorities in conducting inspections and safety compliance assessments in accordance with legal regulations.

2.4. Environmental and land management and supervision

a) Oversee land management, including the administration of project boundary markers and the monitoring and handling of land-related dossiers and procedures.

b) Oversee environmental management and reporting on the implementation of environmental pollution control at plants, construction works, and the Company's office.

2.5. Investment, renovation, and upgrading

a) Take the lead in preparing and appraising technical plans for new investment projects, as well as renovation and upgrading of power plants.

b) Participate in the selection of technologies and equipment; evaluate technical solutions.

c) Participate in inspection, acceptance, commissioning, and handover for operation.

2.6. Training and human resource development

a) Organize training and capacity-building programs in technical and safety fields for employees.

b) Develop training materials, procedures, and processes for the assessment and certification of technical competence and occupational safety, including fire prevention and fighting, at power plants.

2.7. Legal and compliance

a) Organize the communication and ensure that technical activities comply with applicable technical standards, regulations, and legal requirements.

b) Act as the point of contact for liaising with state management authorities, the power system operator, and relevant organizations on technical matters.

2.8. Reporting and coordination

a) Prepare and submit periodic and ad hoc reports on technical matters in accordance with the Company's regulations and applicable laws.

b) Coordinate with relevant departments and units in the performance of assigned duties.
