

**VOLUNTARY SUPPLEMENTAL PENSION  
PROGRAM  
PROVIDED BY VIETFUND MANAGEMENT  
JOINT STOCK COMPANY (VFM)**

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24/10/2020	Remove the option to select quarterly capital contribution	TLM

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## ABBREVIATED TERMS AND INTERPRETATION

VietFund Management Joint Stock Company – VietFund Management (VFM)	(Hereinafter referred to as VFM Company) is a joint stock company established under Licence No. 45/UBCK-GP dated 8 January 2009 issued by the State Securities Committee (SSC) with its operational sector being management of securities investment funds, management of securities investment portfolios and consultancy on securities investment. VFM Company establishes and manages Pension Funds under the Pension Program and shall have rights and obligations in accordance with the Pension Fund Charter.
Pension Program	Means the voluntary supplemental pension program provided and managed by VFM Company, which is a social insurance policy of a voluntary nature aimed at supplementing the income of Fund Participants when they reach retirement age in the form of personal pension accounts, invested and accumulated in accordance with law. This Pension Program shall operate only in the territory of Vietnam.
Contract	Means the contract for participating in the Pension Program. <sup>1</sup> Which is a contract entered into between a Fund Participant or his or her authorized representative and VFM Company for participating in the Pension Program of VFM Company. The Contract for participation in the Pension Program shall also be the contract for participation in the Pension Funds established and managed by VFM Company and vice versa.
Personal Pension Account	(Hereinafter referred to as Pension Account) means an account issued to a Fund Participant which is managed by the enterprises managing the Pension Funds or an authorized service provider in accordance with law.
Program Participant or Fund Participant	Means an employee pursuant to the Labour Code or an individual aged 15 full years or over who does not work under a labour contract in accordance with the Labour Code and who has a Pension Account at a Pension Fund.  A Program Participant may be an individual participating [in the Pension Program] directly or an Employee participating [in the Pension Program] through an Employer.
Agreement on Participation in the Program or Written Agreement	Means the document entered into between an Employee and an Employer on participation in the Pension Program provided by VFM Company which stipulates specific conditions agreed between the Employee and the Employer.
Pension Funds	Means, collectively, Thinh An Fund, Phuc An Fund and Vinh Nguyen Fund, which are financial funds under the Pension Program provided by VFM Company to implement the Pension Program, which are funded from contributions from Fund Participants and Employers, and established in accordance with Decree No. 88/2016/ND-CP of the Government dated 1 July 2016 on voluntary supplemental pension programs and applicable legal instruments.

<sup>1</sup> Allens Note: We understand that by reference to 'Chương trình hưu trí bổ sung tự nguyện' here in the Vietnamese version of this document, you refer to the Pension Program as defined in the Abbreviated Term and Interpretation section.

THINH AN Fund	Means THINH AN Voluntary Supplemental Pension Fund
PHUC AN Fund	Means PHUC AN Voluntary Supplemental Pension Fund
VINH NGUYEN Fund	Means VINH NGUYEN Voluntary Supplemental Pension Fund
Pension Fund Unit or Fund Unit	Means the total net asset value of a Pension Fund divided by the total par value of Fund Units. The par value of a Fund Unit is 10,000 VND/unit. Each Fund Unit represents an equal portion of profit and capital of the Pension Fund.  [Fund Units are] issued by VFM Company representing the Pension Funds in the form of a book entry or record, certifying the legitimate rights and interests of a Fund Participant to the assets or capital of the Pension Fund in proportion to the number of Fund Units then owned by such Fund Participant.
Employee <sup>2</sup>	Employee
Employer <sup>3</sup>	Employer
CIT	Corporate Income Tax
PIT	Personal Income Tax
GB	Government bonds
FC	Fund Certificate
VSD	Vietnam Securities Depository

<sup>2</sup> Allens Note: In the Vietnamese version of this document, this word refers to the abbreviated term of the Employee.

<sup>3</sup> Allens Note: In the Vietnamese version of this document, this word refers to the abbreviated term of the Employer.

## I. OBJECTIVES AND PRINCIPLES OF THE PENSION PROGRAM

### 1. Objectives of the Pension Program

- To create a stable source of income after retirement for Program Participants;
- To create a tool for Program Participants to reserve part of their current income for the retirement period when no income will be generated;
- To help Program Participants maintain their living standards upon retirement when their income sources will decrease compared to their working period; and
- To partially ease the burden on the social insurance system.

### 2. Principles of the Pension Program

- The Pension Program will be implemented on the voluntary basis of Program Participants and VFM Company through the execution of a Pension Program Participation Contract;
- One Pension Account will be opened for each Program Participant, which account shall record and report in detail the information relating to the Pension Program of the Program Participant;
- The Pension Program is designed to create added benefits for Program Participants when they reach retirement age and shall be used for this purpose only;
- Contributions to the Pension Program shall be made by Program Participants;
- Participation in the Pension Program means the investment by a Program Participant in the Pension Funds selected by such Program Participant;
- A Program Participant has full ownership of the balance in the Pension Account formed from the Program Participant's contributions;

Upon the occurrence of an event which satisfies the conditions for payment, the balance of the Pension Account shall be paid to the Program Participant in accordance with the provisions relating to payment shown in the Contract and documents of the Pension Fund<sup>4</sup>.

## II. VOLUNTARY SUPPLEMENTAL PENSION PROGRAM

- The Pension Program starts on: [xx/xx/xxxx]
- The Pension Program applies to those who satisfy the conditions in section III. Eligible Persons for Participating in the Pension Program<sup>5</sup>;
- The Pension Program may be varied as decided by VFM Company; and
- Program Participants [participate] on a voluntary basis and accept risks in the Pension Fund's investments according to the investment policies and objectives prescribed in the Charter and Prospectus of the Pension Fund. Pension payment regimes depend on the accumulated contribution value and investment result of the Pension Fund after deducting relevant expenses allocated to each Pension Account.

## III. ELIGIBLE PERSONS FOR PARTICIPATING IN PENSION PROGRAM

- Employers making contributions for employees in accordance with the Labour Code;

<sup>4</sup> Allens Note: We understand that by reference to 'Quỹ' here in the Vietnamese version of this document, you refer to 'Pension Fund' as defined in the Abbreviated Term and Interpretation section.

<sup>5</sup> Allens Note: The title of section III quoted here is not the same as in section III itself in the Vietnamese version of this document (i.e. 'Đối tượng tham gia Chương trình hưu trí' và 'Đối tượng tham gia đóng góp'). We have revised the title of section III to be Eligible Persons for Participating in Pension Program.

- Employees as prescribed in the Labour Code; and
- Individuals aged 15 full years of age or over who do not work under a labour contract in accordance with the Labour Code.

#### **IV. PRINCIPLES OF PARTICIPATION IN THE PENSION PROGRAM**

- A Program Participant as an individual shall directly enter into a Contract with VFM Company;
- An employer (“Employer”) and an employee (“Employee”) may both participate in the Pension Program provided by VFM Company. In this case:
  - The Employer shall be authorized by the Employee to enter into a Contract with VFM Company; and
  - The Employer and the Employee shall sign a Written Agreement.
- An Employee may at the same time participate in a Pension Program as an individual and as an Employee working for an Employer;
- At any one point in time, each individual may participate in multiple pension programs provided by different pension fund management companies, but he/she may participate in one Pension Program through one Employer only; and
- Based on the Pension Program provided by VFM Company, an Employer may add the following provisions to the Pension Program for its internal use:
  - Provisions on the type of Employees or groups of Employees eligible to participate in the Pension Program together with the Employer;
  - Rate of regular contributions between an Employee/ group of Employees and the Employer;
  - Conditions for an Employee to receive contributions by the Employer; and
 Other provisions as agreed between the Employer and the Employee which do not contradict to or give rise to changes to the Pension Program provided by VFM Company.

#### **V. PROVISIONS ON CONTRIBUTIONS TO THE PENSION PROGRAM**

##### **1. Contribution rate**

- The rate of regular contribution is based on an agreement between VFM Company and the Program Participant.
- A regular contribution shall not be less than one (1) million dong/month.

##### **2. Contribution frequency**

The contribution shall be made on monthly basis. A Program Participant may use the direct debit monthly function from a bank account on a predetermined date.

##### **3. Changes to contribution**

###### **3.1 Changes to the contribution rate**

- A Program Participant may change the amount of contribution for each contribution period, which shall not be lower than the agreed minimum amount of contribution; and
- Changes to contribution may be made only once every 12 (twelve) months.

###### **3.2 Cessation and suspension of contribution**

- A Program Participant may cease or suspend contributions to the Pension Program by sending a notice in the prescribed form to VFM Company;

- Upon resuming participation in the Pension Program after a period of suspension, a Program Participant shall be deemed as having consented to the provisions of the Pension Program at the time of resumption of participation;
- At the end of a period of suspension, a Program Participant may make contributions for the period of suspension, or contribute the amount initially registered to contribute;
- Where a Program Participant ceases participation in the Pension Program provided by VFM Company and participates in a pension program provided by another pension fund management company, the Pension Account of the Program Participant shall be liquidated and the entire balance [of the Pension Account] shall be converted into cash before being transferred to a pension account opened under the new pension program as designated by the Fund Participant, and the Pension Account shall be closed; and
- In all cases involving suspension of participation in the Pension Program, the balance of the Pension Account shall be converted into cash and paid to the Fund Participant.

## VI. PROVISIONS ON CONTRIBUTION

### 1. Selection of contribution

- At any one point in time, a Program Participant may select to contribute to one Pension Fund only;
- The Pension Funds comprise:
  - ❖ THINH AN Voluntary Supplemental Pension Fund (See Appendix 1)
    - The objective of THINH AN Fund is to achieve the objective of increasing the amounts contributed at a rate commensurate with the risk-taking level of Program Participants in order to accumulate retirement assets for Program Participants.
    - THINH AN Fund invests:
      - A minimum 50% of its total assets in GBs or FCs of bond investment funds;
      - A maximum 50% of its total assets in FCs of share investment funds; and
      - cash and bank deposits are maintained in compliance with the investment activities of [THINH AN] Fund.

***THINH AN Fund is recommended to Program Participants under 35 years of age or having the intended number of years' participation in the Pension Program up to the time of receipt of payments from the Pension Account being twenty five (25) years or more.***

- ❖ PHUC AN Voluntary Supplemental Pension Fund (See Appendix 2)
  - The objective of PHUC AN Fund is to create a balance between increasing assets for retirement purpose and guaranteeing safety of accumulated assets.
  - PHUC AN Fund invests:
    - A minimum 65% of its total assets in GBs or FCs of bond investment funds;
    - A maximum 35% of its total assets in FCs of share investment funds; and
    - cash and bank deposits are maintained in compliance with the investment activities of [PHUC AN] Fund.

***PHUC AN Fund is recommended to Program Participants in the range of 36 to 50 years of age or having the intended number of years' participation in the Pension Program up to the time of receipt of payments from the Pension Account being from fifteen (15) years.***



❖ VINH NGUYEN Voluntary Supplemental Pension Fund (See Appendix 3)

- The objective of VINH NGUYEN Fund is to preserve the amounts contributed by Program Participants against decrease in value due to inflation and to increase the amounts contributed at a rate commensurate with the risk-taking level of Program Participants.
- VINH NGUYEN Fund invests:
  - A minimum 80% of its total assets in GBs or FCs of bond investment funds;
  - A maximum 20% of its total assets in FCs of share investment funds; and
  - Cash and bank deposits are maintained in compliance with the investment activities of the Fund.

***VINH NGUYEN Fund is recommended to Program Participants from 50 years of age or having the intended number of years' participation in the Pension Program up to the time of receipt of payments from the Pension Account being less than ten (10) years.***

## **2. Provisions on decision to select a Pension Fund**

- A Program Participant may select a Pension Fund for participation in contribution, and the selection of a Pension Fund must be notified [to VFM Company] in writing;
- Where a Fund Participant does not select any Pension Fund upon registration to participate in the Pension Program, VFM Company<sup>6</sup> shall automatically transfer such Participant to the Pension Fund which is suitable to the age range of the Fund Participant; and
- Contribution orders of subsequent contribution periods of the Fund Participant (including contributions made by an Employer for an Employee) shall be automatically made to the selected Pension Fund.

## **3. Changes to selection of a Pension Fund**

- A Program Participant may change their contribution among the Pension Funds in the Pension Program.
- A change of the Pension Fund shall be notified by the Program Participant to VFM Company in writing;
- A change of the selected Pension Fund may be made only once every twelve (12) months; and
- The transfer of the balance in the Pension Account of a Program Participant among the Pension Funds shall be made by converting all Pension Fund Units then owned into cash and registering contribution to the Pension Fund receiving the transfer.

# **VII. RIGHTS AND RESPONSIBILITIES OF PROGRAM PARTICIPANT**

## **1. Rights of Program Participant**

- To participate in and enjoy all the benefits from the Pension Program in accordance with regulations;
- To deduct from his or her taxable income before calculating PIT the contributions to the Pension Fund at the rate prescribed in the law on PIT;
- To decide the rates and times to contribute, increase, decrease, suspend or suspend contributions in accordance with regulations;
- To be issued a Pension Account and to have access to information on his or her Pension Account;

<sup>6</sup> Allens Note: We understand that by reference to 'Công ty quản lý Quỹ hưu trí' here in the Vietnamese version of this document, you refer to VFM Company.

- To transfer the Pension Account to another fund management enterprise when the fund management enterprise changes;
- To receive payments from the Pension Account in accordance with this Pension Program and provisions of law; and
- To have the information on his or her Pension Account kept confidential.

## **2. Responsibilities of Program Participant**

- To perform obligations in accordance with the Pension Fund Charter and the Contract;
- To comply with provisions and processes relating to participation in the Pension Program;
- In addition, a Program Participant being an Employer shall:
  - Be responsible to take authorization from Employees to enter into a Contract; and
  - To contribute to the Pension Program on behalf of Employees.

## **VIII. PERSONAL PENSION ACCOUNT**

### **1. Personal Pension Account**

- Purposes of a Personal Pension Account are:
  - To record contributions by a Program Participant to the Pension Fund;
  - To record the investment results after deducting the operational expenses of the Pension Fund and allocated to each Pension Account in accordance with the Pension Fund Charter;
  - To pay amounts payable to the State Budget in accordance with regulations; and
  - To make payments to Fund Participants and Employers in accordance with regulations.
- A Pension Account shall be opened for each Program Participant. VFM Company or the Personal Pension Account administration service provider authorized by VFM Company shall be responsible for opening and managing Pension Accounts for Program Participants; and
- A Pension Account shall be opened to enable separate recordings of contribution-related information, recordings of contribution results and expenses, and payments relating to the benefits of each Program Participant.

### **2. Ownership and use of Personal Pension Account**

- Ownership of a Pension Account:
  - A Program Participant is entitled to own his or her contributions and contribution results after deducting the operational expenses of the Pension Fund allocated to each Pension Account in accordance with the Pension Fund Charter; and
  - An Employee participating in the Pension Program shall be entitled to own contributions by the Employer and investment results after deducting relevant expenses upon satisfaction of the conditions in the Written Agreement;
- A Pension Account may not be used for:
  - Assignment;
  - Pledge;
  - Resolution of bankruptcy proceedings of VFM Company, the custodian bank or depository organization;
- The transfer of the balance in the Pension Account of a Program Participant among the Pension

Funds shall be made by converting all Pension Fund Units then owned into cash and registering contribution to the Pension Fund receiving the transfer;

- Where a Program Participant terminates participation in an existing Pension Program and requests a transfer of the balance from the existing Pension Account to a new pension account opened at the company managing the new pension fund, all of the Pension Fund Units then owned shall be converted into cash and returned to the Program Participant;
- Where a Program Participant terminates participation in an existing Pension Program without requesting a transfer of the balance from the existing Pension Account to a new pension account opened at the company managing the new pension fund, the balance of the Pension Account shall continue to be maintained until otherwise requested by the Program Participant; and
- Where a Program Participant changes from direct participation [by himself/ herself] to participation through an Employer (in a pension program for which the Employer hires pension fund management services from VFM Company), the balance of the Pension Account shall be determined and continue to be recorded without having to be converted into cash.

### **3. Organization administering Pension Accounts**

- VFM uses VSD's services of administration of Pension Accounts; and
- VSD shall be responsible to open Pension Accounts, record changes and report regularly to Program Participants.

## **IX. PAYMENTS AND CONDITIONS FOR RECEIPT OF PAYMENTS**

### **1. Payments in respect of Program Participants being individuals/Employees**

- Payments from the Pension Fund corresponding to the balance of a Pension Account shall be made into a bank account designated in writing by the Program Participant to VFM Company;
- A Program Participant may receive payments from the Pension Fund corresponding to the balance of the Pension Account either before reaching retirement age or upon reaching retirement age. A Program Participant should perform financial obligations arising from receipt of payments in accordance with law;
- Payment from a Pension Fund corresponding to the balance of a Pension Account upon reaching retirement shall be in accordance with law [as follows]:
  - Payment shall be based on the agreement between the Program Participant and VFM Company and approved by VFM Company<sup>7</sup>;
  - A Program Participant is entitled to decide the time to start receiving payments from the Pension Fund and corresponding to the balance of the Pension Account;
  - A Program Participant may convert into cash part or all of the balance in his or her Pension Account when starting to receive payments;
  - Payments shall be made in cash, transferred from the Pension Fund to the bank account of the Program Participant;
  - A Program Participant may receive one lump sum payment of the entire balance of the Pension Account, or receive monthly payments (provided that the corresponding tax obligations prescribed by the State are discharged);
  - A Program Participant makes his or her own decision on the number of months during which payments from the Pension Fund corresponding to the balance of the Pension Account are to

<sup>7</sup> Allens Note: We understand that by reference to 'Công ty quản lý Quỹ hưu trí' và 'Công ty quản lý chương trình Quỹ hưu trí' here in the Vietnamese version, you refer to VFM Company.

be received.

- If a Program Participant selects the period of receipt of monthly payments to be not less than 120 months, the monthly payments shall be tax exempted.
- If a Program Participant selects the period of receipt of monthly payment to be less than 120 months, the Program Participant must discharge tax obligations prescribed by the State;
- o A Program Participant may select fixed or varied monthly payments. A Program Participant may receive the same monthly amount in one period and adjust the monthly payment in a subsequent period; and
- o A Program Participant may continue receiving periodical payments from the Pension Fund or receive a lump sum payment of the remaining balance of the Pension Account after having received payments for a full 120 months as from the start of receipt of payments.
- At the time a Program Participant starts receiving payments from the Pension Fund corresponding to the balance in the Pension Account, the Program Participant may select from the options to continue maintaining the remaining balance in the Pension Fund announced by VFM Company at such time;
- If a Program Participant passes away when he or she has not received the entire balance in the Pension Account, the remaining balance in the Pension Account shall be converted into cash and repaid to the heir designated by the Program Participant or stipulated by law (if an heir was not designated by the Program Participant). An heir should perform financial obligations arising from the inheritance in accordance with law; and
- The receipt of a lump sum payment before satisfying all conditions to receive retirement income (reaching full retirement age) shall be implemented in accordance with law. Where not stipulated by law, this receipt of payment shall be carried out as requested by the Program Participant upon satisfaction of the relevant financial obligations.

## **2. Payments in respect of Program Participants being Employers**

- Ownership of contributions made by an Employer shall pass to the Employee at the time the Employee satisfies all the conditions (prescribed in the Written Agreement) to receive the contributions made by the Employer;
- If an Employee stops participation in the Pension Program or terminates his or her labour contract with the Employer without satisfying all the conditions to receive the contributions made by the Employer, the contributed amounts shall be refunded to the Employer; and
- Refund of amounts contributed by an Employer in the above-mentioned case shall be made in the month following the month when the event leading to the refund occurred and shall be made by a bank transfer after deducting all fees and taxes.

## **X. SERVICE FEES**

A Program Participant participating in the Pension Program shall pay the following types of service fees, which shall be directly deducted from the total amount registered to contribute before calculating the number of Fund Units distributed:

No.	Item	Service fee rate	
1.	Service fee for contribution to the Pension Program	<p>The service fee for contribution equals 1% of the value of the contribution. An additional service fee equal to 0.5% of the value of the contribution shall apply to all contributions within the first ten (10) years of participation in the Pension Fund/ Pension Program or until the subsequent contribution period after the balance of a Pension Account reaches one hundred (100) million dong.</p> <p>The service fee for contribution and the additional service fee shall be collected at the time of contribution.</p>	
2.	Asset management service fee	<b>THINH AN FUND</b> – Growth fund	<b>1.5%/year/value of managed assets</b>
		<b>PHUC AN Fund</b> – Moderate growth fund	<b>1.3%/year/value of managed assets</b>
		<b>VINH NGUYEN Fund</b> – Preservation fund	<b>1.1%/year/value of managed assets</b>
3.	Service fee upon withdrawal from the Pension Program	0.3% of the payment value to pay for administrative expenses.	
4.	Service fee for receipt of payments from a Pension Account	0.3% of the payment value to pay for administrative expenses.	
5.	Service fee upon transfer among the Pension Funds	The service fee for transfer to another Pension Fund according to the age ranges recommended in the Pension Program is free. For other cases of transfer, the service fee is 0.3% of the value of the transaction.	
6.	Service fee upon change of personal information and change of contributions	No fee collected.	

## XI. REPORTING

### 1. Reporting on value of Pension Account

VFM Company or the Personal Pension Account administration service provider shall, on a monthly basis, prepare a report on the value of a Pension Account with regard to the following items:

- Amounts contributed to the Pension Account in the month and accumulated up to the reporting time;
- Results of investment allocation to the Pension Account in the month and accumulated up to the reporting time;
- Expenses paid from the Pension Account in the month and accumulated up to the reporting time; and
- Values of accumulation in the Pension Account at the beginning of the reporting period and as at the reporting time;

## **2. Reporting on operational status of the Pension Funds**

VFM Company shall prepare a report on the Pension Funds, comprising the following:

- Semi-annual and annual reports on the activity of management of the Pension Funds;
- Semi-annual and annual statistical reports on transaction fees in investment activities of the Pension Funds;
- Semi-annual and annual reports on the operation of the Pension Funds; and
- Compiled investment results in the previous preceding five (5) years (if applicable).

## **XII. TAXES**

### **1. Applicable taxes upon participation in contribution to the Pension Funds**

- Taxes applicable when a Program Participant contributes to a Pension Fund shall be included in tax-exempted income upon calculation of PIT (if the Program Participant is an individual or an Employee) or deductible expenses upon calculation of CIT (if the Program Participant is an Employer);
- The amount of contribution exempted from income tax upon calculation of PIT or deductible expenses upon calculation of CIT is stipulated by the Ministry of Finance in guiding instruments; and
- A Program Participant shall be responsible to calculate and declare taxes relating to his or her contributions to a Pension Fund.

### **2. Taxes applicable upon receipt of payments from the Pension Funds corresponding to the balance in the Pension Account**

- Upon receipt of payments from a Pension Fund corresponding to the balance in the Pension Account, a Program Participant shall be subject to types of applicable taxes stipulated by law; and
- VFM shall be responsible to calculate and withhold applicable taxes before making payments of the balance in a Pension Account to a Program Participant.

## **XIII. IMPLEMENTING PROVISIONS**

- A Program Participant shall enter into a Contract with VFM Company in accordance with the provisions of this Pension Program;
- Participation in the Pension Program and contributions to the Pension Fund shall be deemed official upon execution of a Contract between a Program Participant and VFM Company.

## Appendix 1: THINH AN Voluntary Supplemental Pension Fund

- Fund name:	QUỸ HỮU TRÍ BỔ SUNG TỰ NGUYỆN THỊNH AN
- English name:	THINH AN VOLUNTARY SUPPLEMENTAL PENSION FUND <sup>8</sup>
- Abbreviated name:	THINH AN
- Fund form:	Financial fund
- Fund Participants:	Individuals and legal entities in and outside of Vietnam
- Operational duration of the Fund:	Indefinite
- Minimum purchase registered amount:	One million (1,000,000) dong/month
- Investment strategy/objective:	The objective of THINH AN Fund is to achieve the goal of delivering an increase in the amount of Fund Participant's contributions at a reasonable level taking into account the risks accepted by the Fund Participants in order to accumulate retirement assets for the Fund Participants.
- Asset allocation:	<p>THINH AN Fund invests:</p> <ul style="list-style-type: none"> <li>• A minimum 50% of the total assets in GBs;</li> <li>• A maximum 50% of the total assets in FCs of the Share Investment Fund; and</li> <li>• In cash and bank deposits which are maintained in compliance with investment activities of the Pension Fund.</li> </ul>
- Form of ownership:	Book entries or electronic records
- Managing company:	<p><b>VietFund Management Joint Stock Company (VFM)</b>            Rooms 1701-04, 17<sup>th</sup> Floor, Me Linh Point Building, 02 Ngo Duc Ke, District 1, HCMC, Vietnam</p> <p><b>Branch of VietFund Management Joint Stock Company (VFM)</b>            Room 903, 9<sup>th</sup> Floor, BIDV Building, 194 Tran Quang Khai, Hoan Kiem District, Hanoi</p>
- Custodian bank:	Standard Chartered Bank (Vietnam) Limited
- Depository bank:	Standard Chartered Bank (Vietnam) Limited
- Bank providing the Pension Fund administration service:	Standard Chartered Bank (Vietnam) Limited

<sup>8</sup> Allens Note: There is inconsistency in English name of Thinh An Fund, Phuc An Fund and Vinh Nguyen Fund in this document and the Charter (e.g. Thinh An Voluntary **Supplementary** Pension Fund in this document and Thinh An Voluntary **Supplemental** Pension Fund in the Charter). For the consistency of this document and the Charter, we use the English name of Thinh An Fund, Phuc An Fund and Vinh Nguyen Fund are Thinh An Voluntary Supplemental Pension Fund, Phuc An Voluntary Supplemental Pension Fund and Vinh Nguyen Voluntary Supplemental Pension Fund respectively.

- Personal Pension Account Administration service provider:	Vietnam Securities Depository (VSD)
- Auditor:	Ernst & Young or KPMG or PriceWaterHouse Cooper (PWC)



## Appendix 2: PHUC AN Voluntary Supplemental Pension Fund

- Fund name:	QUỸ HỮU TRÍ BỔ SUNG TỰ NGUYỆN PHÚC AN
- English name:	PHUC AN VOLUNTARY SUPPLEMENTAL PENSION FUND
- Abbreviated name:	PHUC AN
- Fund form:	Financial fund
- Fund Participants:	Individuals and legal entities in and outside of Vietnam
- Operation duration of the Fund:	Indefinite
- Minimum purchase registered amount:	One million (1,000,000) dong/month
- Investment strategy/objective:	The objective of PHUC AN Fund is a balance as between increasing asset wealth for retirement and ensuring safety of the accumulated assets.
- Asset allocation:	<p>PHUC AN Fund invests:</p> <ul style="list-style-type: none"> <li>• A minimum 65% of the total assets in GBs;</li> <li>• A maximum 35% of the total assets in FCs of the Securities Investment Fund; and</li> <li>• In cash and bank deposits which are maintained in compliance with investment activities of the Pension Fund.</li> </ul>
- Form of ownership:	Book entries or electronic records
- Managing company:	<p><b>VietFund Management Joint Stock Company (VFM)</b>  Rooms 1701-04, 17th Floor, Me Linh Point Building, 02 Ngo Duc Ke, District 1, HCMC, Vietnam</p> <p><b>Branch of VietFund Management Joint Stock Company (VFM)</b>  Room 903, 9th Floor, BIDV Building, 194 Tran Quang Khai, Hoan Kiem District, Hanoi</p>
- Custodian bank:	Standard Chartered Bank (Vietnam) Limited
- Depository bank:	Standard Chartered Bank (Vietnam) Limited
- Bank providing the Pension Fund administration service:	Standard Chartered Bank (Vietnam) Limited
- Personal Pension Account Administration service provider:	Vietnam Securities Depository (VSD)
- Auditor:	Ernst & Young or KPMG or PriceWaterHouse Cooper (PWC)

## Appendix 3: VINH NGUYEN Voluntary Supplemental Pension Fund

- Fund name:	QUỸ HỮU TRÍ BỔ SUNG TỰ NGUYỄN VĨNH NGUYỄN
- English name:	VINH NGUYEN VOLUNTARY SUPPLEMENTAL PENSION FUND
- Abbreviated name:	VINH NGUYEN
- Fund form:	Financial fund
- Fund Participants:	Individuals and legal entities in and outside of Vietnam
- Operation duration of the Fund:	Indefinite
- Minimum purchase registered amount:	One million (1,000,000) dong/month
- Investment strategy/objective:	The objective of VINH NGUYEN Fund is preserving the amount of money which Fund Participants have contributed against inflation losses and bringing an increase in the amount of such contributions to a reasonable level taking into account the risks accepted by the Fund Participants.
- Asset allocation:	VINH NGUYEN Fund invests: <ul style="list-style-type: none"> <li>• A minimum 80% of its total assets in GBs;</li> <li>• A maximum 20% of its total assets in FCs of share investment funds; and</li> <li>• In cash and bank deposits which are maintained in compliance with investment activities of the Pension Fund.</li> </ul>
- Form of ownership:	Book entries or electronic records
- Managing company:	<b>VietFund Management Joint Stock Company (VFM)</b> Rooms 1701-04, 17th Floor, Me Linh Point Building, 02 Ngo Duc Ke, District 1, HCMC, Vietnam <b>Branch of VietFund Management Joint Stock Company (VFM)</b> Room 903, 9th Floor, BIDV Building, 194 Tran Quang Khai, Hoan Kiem District, Hanoi
- Custodian bank:	Standard Chartered Bank (Vietnam) Limited
- Depository bank:	Standard Chartered Bank (Vietnam) Limited
- Bank providing the Pension Fund administration service:	Standard Chartered Bank (Vietnam) Limited
- Personal Pension Account Administration service provider:	Vietnam Securities Depository (VSD)
- Auditor:	Ernst & Young or KPMG or PriceWaterHouse Cooper (PWC)