PetroTrade

ບໍລິສັດ ປິໂຕຣລ້ຳມເທຣດດິ້ງລາວ ມະຫາຊົນ
PETROLEUM TRADING LAO PUBLIC COMPANY
ຖະໜົນ: ກຳແພງເມືອງ, ບ້ານໂພນທັນ, ເມືອງໄຊເສດຖາ, ນະຄອນຫຼວງວຽງຈັນ, ສ ປ ປ ລາວ ໂທ: 856 21 264834-5 ແຟັກ: 856021 264836
Kampheangmueng Rd, Phonthan Village, Xaysettha District, Vientiane Capital, Lao P.D.R, Tel: 856 21 264834-5, Fax: 856021 264836

0031
No...../PTL/2019

Vientiane Capital, Date 05 April 2019

INVITATION

To: Shareholders of Petroleum Trading Lao Public Company
Re: Invitation to the Annual General Shareholders' Meeting of 2018

- According to the regulation of Petroleum Trading Lao Public Company Regulation, Dated 13/10/2014;
- According to the resolution of the Board of Director No. I/2019, Dated 12/03/2019.

Petroleum Trading Lao Public Company ("PTL" "company") is honored to invite you to attending the Annual General Shareholders' Meeting of 2018 which will be held on **26th April 2019** at **09:30 am** (register starting at **08:00** am) venue at Meeting room on 8th Floor, Lao Securities Exchange, Kamphengmeuang Road, Phonthan Village, Saysettha District, Vientiane Capital, Lao PDR. To considering and adoption of very important agendas as attached.

The company has announced the date, time, venue and agendas of the Annual General Shareholders' Meeting of 2018 on the disclosure website the Lao Securities Exchange www.lsx.com.la

We looking forward for your kind attending this meeting.

Yours sincerely,
Chairman of Board of Directors

ບໍລິສັດ ປິໂຕຣລ້ຳມເທຣດດິ້ງ ລາວ ມະຫາຊົນ
Petroleum Trading Lao Public Company

Chanthone Sitthixay

Attachments

1. Agenda for Annual General Shareholders' Meeting of 2018 (attachment 1)
2. The Minute Meeting of the Extraordinary General Shareholders' Meeting No. I/2018 (attachment 2);
3. Financial statements of 2018 (attachment 3);
4. Resume of Board of Directors (attachment 4);
5. Proxy (attachment 5);
6. Instruction about the document and evidence to be present prior to attending the meeting (attachment 6);
7. Map of the meeting location (attachment 7).

Remarks:

1. All shareholders shall obtain the invitation letter and related documents, starting from 05 April 2019 at LSX Building 4th floor, Settlement and Depositary Department, Phonethan Village, Saysettha District, Vientiane Capital. Tel: +856-21 454 361-4, Fax; +856-21 454 361-4 or directly contact Mr. Alounxay Naphaivong, +856-20 55625651.
2. Shareholder who will attend by himself/herself should bring ID card or Passport (Foreign) to be present prior to attending the meeting.
3. Any Shareholder's proxy to attend the meeting must provide own information and sign on proxy letter (attachment 5).
4. Any shareholder's proxy to attend the meeting must bring the documents and evidence to be presented prior to attend the meeting (attachment 6) after that sent to director in meeting or who was appointed by director can be participate.
5. In case shareholders shall provide to director to join and proxy to attend the meeting must provide the information and sign on the proxy letter then tick (✓) in the ☐ on the paper for choose director to preventative of the company and sent proxy letter, information to Petroleum Trading Lao Public Company, Secretary of company is Mr. Khamphout SOMBOUN, Kamphengmeuang Road, Phonthan village, Saysettha District, Vientiane Capital before 3 days of the meeting date.
6. If you have any doubt or question about proxy letter including the detail of invitation, please contact to Mr. Khamphout SOMBOUN. Tel +856-21 264834-5.

Attachment 1

Agenda 01: Report on the result of the previous AGM to shareholders

Detail:

1. The Annual General Shareholders' Meeting 2017

- Agenda 1, 2, 3, 4, 5, 6, 7, 8 and 10 has completed;
- Agenda 9 to consider and adopt the rights that allow the Board of Directors to consider and selecting the right of candidate who appropriateness with nature of company businesses either from domestic or foreign, to replace the position of Chief executive Officer of the company it is in the process of finding qualified people in the past we've a candidate from oversea but after the probation period the person is not qualified therefore we didn't hire and in the 2019 PTL still opens for the candidate who qualify to apply and if there's progress PTL will announce over disclosure website of LSX.
- Agenda 11 to consider and adopt the Board of Directors to determine of the extraordinary dividend payment that couldn't be paid dividend due to the final agreement on the share investment couldn't be agrees because of company disadvantage.

2. The Extraordinary General Shareholders' Meeting No. I/2018

- Agenda 1, 2, 3 has completed;
- Agenda 4 to consider and authorize the Board of Directors to consider and adopt the amount of dividing assets to the two subsidiaries companies was successfully and detail as below:

(1) Petrotrade Puma Energy Import-Export CO., LTD

Assets assembled to capital	LAK
Investment building gas station	25,103,493,103
Land	52,828,573,159
Other Assets	9,263,308,960
Investment in gas station	56,803,843,576
Rental land for building gas station	6,171,016,573
Total	**150,170,235,370**

(2) Petrotrade Puma Energy Distribution CO., LTD

Assets assembled to capital	LAK
Investment in gas station	22,749,888,649
Other Assets	17,484,578,658
Fixed assets construction in process	1,446,493,432
Rental land for building gas station	5,647,238,000
Vehicles	1,635,743,621
Office equipment	1,098,252,069
Total	**50,062,194,428**

- Agenda 5 to consider and authorize the Board of Directors to represent the company in signing the joint venture agreement with Puma Energy (Singapore) Pte. LTD. ("PUMA"), which will be the shareholders of bi-subsidiary companies while 49%, 51% of total shares will be held by PUMA and PTL, respectively. In the processing of final agreement, PTL will announcement when there's outcome over LSX disclosure platform.

Board of Directors' opinion: Report on the result of the previous AGM to shareholders that no need voting right.

Agenda 02: To consider and adopt the Minutes of the Extraordinary General Shareholders' Meeting No. I/2018

Detail: The Minutes of the Extraordinary General Shareholders' Meeting No. I/2018 held on 01st June 2018, the meeting had considered all necessary matters, recorded the contents of the minutes of meeting correctly that minute of the meeting was enclosed herewith (attachment 2).

Board of Directors' opinion: The Board of Directors thoroughly considered that the Minutes of the Extraordinary General Shareholders' Meeting was correct with full information, hereby propose to Annual General Shareholders' Meeting to consider and approve.

Required vote: According to the Enterprises Law, this agenda must be approved by the votes for more than half of the total votes in the meeting.

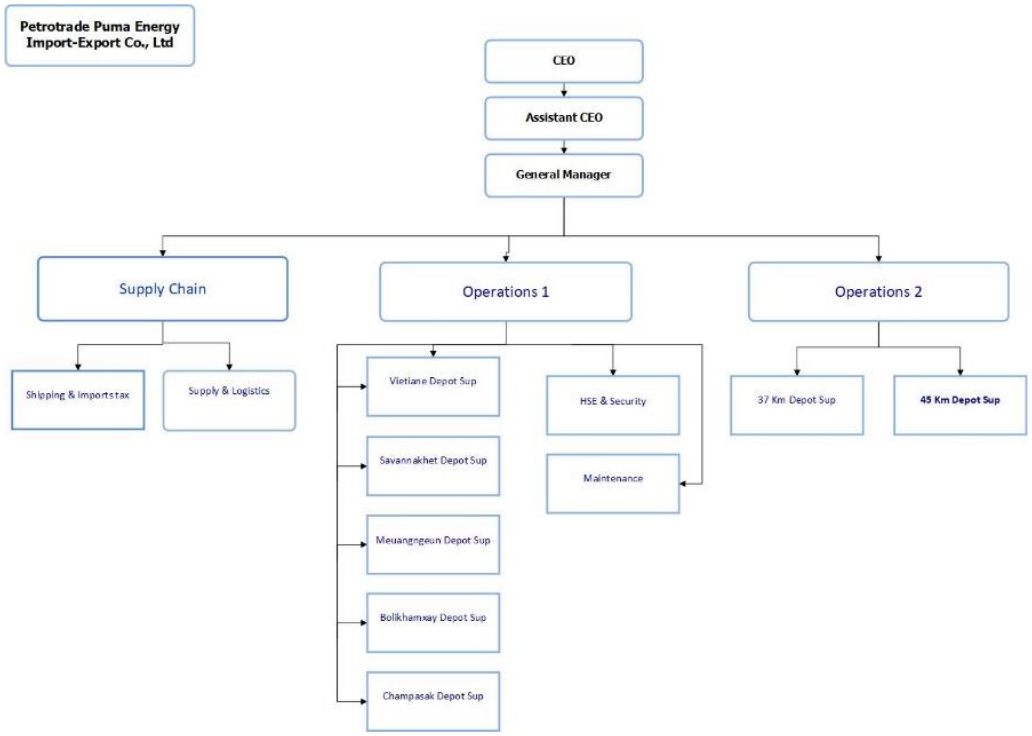
Agenda 03: Reports on the assets of PTL that transferred to 2 sisters companies together with adoption of the structure, operation and shares of 2 sisters companies (1) Petrotrade Puma Energy Import-Export Co., Ltd and (2) Petrotrade Puma Energy Distribution co., Ltd.

Detail:

1. Petrotrade Puma Energy Import-Export Co., Ltd Structure.

Assets assembled to capital	LAK
Investment building gas station	25,103,493,103
Land	52,828,573,159
Other Assets	9,263,308,960
Investment in gas station	56,803,843,576
Rental land for building gas station	6,171,016,573
Total	**150,170,235,370**

Organization Chart



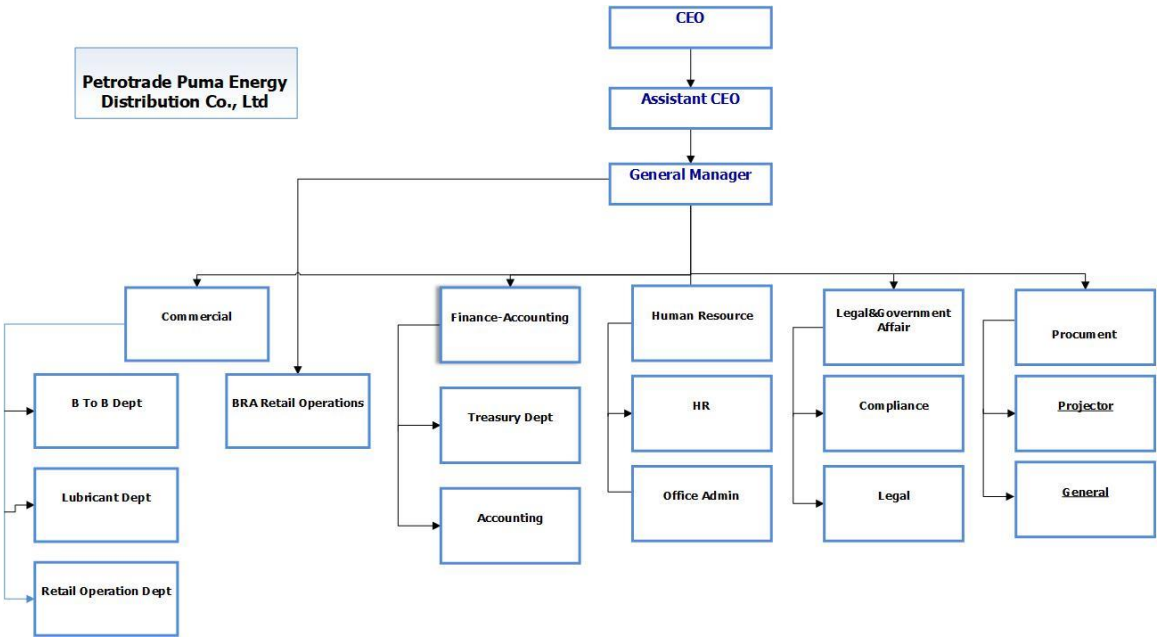
Shareholders

- Petroleum Trading Lao Public Company: 74,250,000 shares = 99% = 148,500,000,000 LAK
- Mr. Chanthone Sitthixay: 750,000 shares = 1% = 1,500,000,000 LAK

2. Petrotrade Puma Energy Distribution Co., Ltd Structure.

Assets assembled to capital	**LAK**
Investment in gas station	22,749,888,649
Other Assets	17,484,578,658
Fixed assets construction in process	1,446,493,432
Rental land for building gas station	5,647,238,000
Vehicles	1,635,743,621
Office equipment	1,098,252,069
Total	**50,062,194,428**

Organization Chart



Shareholders

- Petroleum Trading Lao Public Company: 24,750,000 shares = 49,500,000,000 LAK
- Mr. Chanthone Sithixay: 250,000 shares = 1% = 500,000,000 LAK

Board of Directors' opinion: Reports on the assets of PTL that transferred to 2 sisters companies together with adoption of the structure, operation and shares of 2 sisters companies to shareholders to accept without voting required.

Required vote: According to the Enterprises Law, this agenda must be approved by the votes for more than half of the total votes in the meeting.

Agenda 04: To consider and adopt for the financial statements of the company of the year 2018 (audited) and report on the business operation performance of the company of the year 2018

Detail: (DRAFT) Audited Financial Statements of 2018 (attachment 3) and important detail as below:

Revenue:	1,135,676,499,880	LAK
Cost of sale:	1,198,041,674,130	LAK
Net Profit:	(62,365,174,250)	LAK
Assets	797,155,685,644	LAK
Liabilities:	400,590,199,428	LAK
Equity:	315,781,279,079	LAK

1. The Operational performance of the year 2018

1.1. Sale

Total of sales in 2018 was 152,451,965 liters or 72.6% of the business plan.

Sale Plan (Million Liters)	Success (Million Liters)	Diff (Million Liters)	%
210	**152**	**58**	**17.4%**

1.2. Growth of the business

years	Gas station (Million Liters)	% Growth	Projects (Million Liters)	% Growth	Re-Export (Million Liters)	% Growth	Sale total	% Growth
2016	69	7	92	41	49	277	210	50
2017	77	12	61	-34	5	-90	143	-32
2018	74	-5	77	11	-	-	152	6

1.3. Gas station expansion

No.	Type of Gas station	Plan 2018	Actual 2018	Total Gas station
1	**Platinum (PTL)**	0	0	5
2	**Gold (GLD)**	1	0	15
3	**Standard (STD)**	9	1	36
4	**Thongthin phattana (THN)**	3	0	62
	Total	**13**	**1**	**118**

1.4. Project customers expansion

No.	Type of deal	Plan 2018	Actual 2018	Total Projects
1	**Project–construction (PRO+CON)**	7	3	**30**
2	**Industry-Transportation (IND+TRA)**	5	2	**27**
Total				**57**

Board of Directors' opinion: The Board of Directors thoroughly considered and agreed to allow shareholders' meeting to consider and approve the financial statements of the company of the year 2018 (audited) and report on the business operation performance of the company of the year 2018.

Required vote: According to the Enterprises Law, this agenda must be approved by the votes for more than half of the total votes in the meeting.

Agenda 05: To consider no dividend payments due to the company loss from the business operation of the company in 2018

Detail: According to the Enterprises Law, No 46/NA, dated 26 December 2013 on the article 155 "a company shall not distribution of dividend when the company sustains accumulated loss from previous years".

Board of Directors' opinion: The Board of Directors thoroughly considered and agreed to allow shareholders' meeting to consider and approve no dividend payments due to the company loss from the business operation of the company in 2018.

Required vote: According to the Enterprises Law, this agenda must be approved by the votes for more than half of the total votes in the meeting.

Agenda 06: To consider PTL's business operational plan of 2019

Detail: Business operational plan of 2019 detail as below:

1. **Gas Station Expanding of 2019**

No.	Type of Gas Station	Target
1	**Platinum (PLT)**	0
2	**Gold (GLD)**	0
3	**Standard STD**	16
4	**Thongthin phattana (THN)**	0
	Total	**16**

2. **Project's Customer Target of 2019**

No.	deal	Expansion plan
1	**Project–construction (PRO+CON)**	**16**
2	**Industry-Transportation (IND+TRA)**	**1**
Total		**17**

3. **Sale Target of 2018**

No	Target of sale	Sales plan (million)
1	RT	**97**
2	Project	**156**
Total		**253**

Board of Directors' opinion: The Board of Directors thoroughly considered and agreed to allow shareholders' meeting to consider and approve the business operational plan of 2019.

Required vote: According to the Enterprises Law, this agenda must be approved by the votes for more than half of the total votes in the meeting.

Agenda 07: To consider the appointing the external auditor for the year 2019

Detail: According to the Enterprises Law, No 46/NA, dated 26 December 2013 on the article 154 stipulated "Right and Duties of shareholders meeting are responsible to be appointed the external auditor and could be manage the auditing fee. " the company has appointed Price Water House Cooper (Lao) Co., Ltd. (PWC) to be external auditor for the year 2019 due to PWC has been shown satisfactory performance in terms of auditing which has experience, the team is well understood their responsibilities and acted as professionalism. The total fee is USD 34,000.

Table of the fee of external auditor

Company	Year	the fee of external auditor (USD)	Difference (USD)
PWC	2017	55,000	
PWC	2018	55,000	0
PWC	2019	34,000	21,000

Board of Directors' opinion: The Board of Directors thoroughly considered and agreed to allow shareholders' meeting to consider and approve the appointing Price Water House Cooper (Lao) Co., Ltd. (PWC) to be external auditor for the year 2019 with the fee is not exceeding USD 34,000.

Required vote: According to the Enterprises Law, this agenda must be approved by the votes for more than half of the total votes in the meeting.

Agenda 08: To consider of extending period of the current board members, the independent audit committee for 1 more term and changing position of board member

Detail: According to the Decision on Board of the Directors of Listed Company No. 0024/LSC, dated 26 October 2016. Article 13 the members of the Board of Directors have a term within two years while the currently Board of Directors has been expired date for two years. Therefore, the Company has proposed to be extend the period of the currently board's members for 1 more term and changing position of board member, detail as below:

Board of Directors (Old)

1. Mr. Chanthone SITTHIXAY : Chairman;
2. Mrs. Savanhthong PHONGSAVANH : Vice chairman;
3. Mrs. Daly PHOLSENA : Independent Director / Chairman of Audit Committee;

4. Mr. Nouphan MAHAPHONE : Independent Director / Audit Committee;
5. Mr. Phoxay CHANTHAVONGSA : Independent Director / Audit Committee;
6. Mrs. Chanthadom MEKSAVANH : Director;
7. Mr. Bounthanh CHITTAVONG : Director.

Board of Directors (Old) and changing position of board member

1. Mr. Chanthone SITTHIXAY : Chairman/ Acting CEO;
2. Mrs. Savanhthong PHONGSAVANH : Vice chairman;
3. Mrs. Chanthadom MEKSAVANH : Vice chairman;
4. Mrs. Daly PHOLSENA : Chairman of Internal Risk Management Committee / Independent Director;
5. Mr. Nouphan MAHAPHONE : Member of Internal Risk Management Committee / Independent Director;
6. Mr. Phoxay CHANTHAVONGSA : Chairman of Internal Audit Committee / Independent Director;
7. Mr. Bounthanh CHITTAVONG : Director.

(Resume of BOD. attachment 4)

Board of Directors' opinion: The Board of Directors thoroughly considered and agreed to allow shareholders' meeting to consider and approve the extending period of the current board members, the independent audit committee for 1 more term and changing position of board members.

Required vote: According to the Enterprises Law, this agenda must be approved by the votes for more than half of the total votes in the meeting.

Agenda 09: To consider the rights to the Board of Directors to determine of the interim dividend payment from the year 2019 if the company getting profit from business operation

Detail: During the half year of 2019, the company may be doesn't have the important agenda to approval from the shareholders' meeting, except approval on the interim dividend payment from the year 2019 and according to the Enterprises Law, No 46/NA, dated 26 December 2013 on the article 155 "a company shall not distribution of dividend when the company sustains accumulated loss from the previous years".

Board of Directors' opinion: The Board of Directors thoroughly considered and agreed to allow shareholders' meeting to consider and approve the rights of the Board of Directors could be determine on the interim dividend payment from the year 2019 when the company made a profit from business operation.

Required vote: According to the Enterprises Law, this agenda must be approved by the votes for more than half of the total votes in the meeting.

Attachment 2

Minutes of Extra Ordinary General Shareholders' Meeting No. I/2018

ບໍລິສັດ ປິໂຕຣລ້ຽມເທຣດດິ້ງລາວ ມະຫາຊົນ
PETROLEUM TRADING LAO PUBLIC COMPANY
ຖະໜົນ: ກຳແພງເມືອງ, ບ້ານໂພນທັນ, ເມືອງໄຊເສດຖາ, ນະຄອນຫຼວງວຽງຈັນ, ສ ປ ປ ລາວ ໂທ: 856 21 264834-5 ແຟັກ: 856021 264836
Kampheangmueng Rd, Phonthan Village, Xaysettha District, Vientiane Capital, Lao P.D.R, Tel: 856 21 264834-5, Fax: 856021 264836

No:...133...../PTL/2018
Date:13 June 2018

The Minute Meeting of the Extraordinary General Shareholders' Meeting No. I/2018 of Petroleum Trading Lao Public Company

The Extraordinary General Shareholders' Meeting No. I/2018 of Petroleum Trading Lao Public Company (PTL) held on 1st June 2018 at 09:30 AM on the 8th floor of Petroleum Trading Lao Public Company, Kamphengmeuang Road, Phonthan Village, Saysettha District, Vientiane Capital, Lao PDR. There were 31 shareholders to attending the meeting representing 198,487,321 shares or 84.46 % of the total paid-up shares of the company. Thereby forming a quorum pursuant to the Enterprise Law and the Articles of Association of the company.

The host introduced each of Directors and the relevant officers attending the meeting as followed:

Board of Directors	Position
1. Mr. Chanthone SITTHIXAY	: Chairman / Chief Executive Officer.
2. Mrs. Savanhthong Phongsavanh	: Vice Chairman.
3. Mrs. Daly PHOLSENA	: Director / Chairman of Audit Committee /Independent Director.
4. Mr. Nouphan MAHAPHONE	: Director / Audit Committee / Independent Director.
5. Mr. Phoxay CHANTHAVONGSA	: Director/ Independent Director.
6. Mrs. Chanthadom MEKSAVANH	: Director.
7. Mr. Bounthanh CHITTAVONG	: Director.

There were representatives from the Lao Securities Commission Office, Lao Securities Exchange and Lanexang Securities Public Company to observe the meeting with the individual shareholders.

The host has informed for the agenda, instruction for vote procedure and counting the score as the followed:

Agenda:

Agenda 1: To consider and adopt the minutes of meeting of the Annual General Shareholders Meeting of 2017, on 27 April 2018.

Agenda 2: To consider and adopt for the company's restructure by dividing into two subsidiary companies as below:

1. Petroleum Import and Export Co., Ltd (not official name) (subsidiary);
2. Domestic Wholesale Co., Ltd (not official name) (subsidiary).

Agenda 3: To consider and authorize the Board of Directors to consider and adopt PTL dividing appropriate assets to the two subsidiaries companies to be as investment shares.

Agenda 4: To consider and authorize the Board of Directors to consider and adopt the amount of dividing assets to the two subsidiaries companies and PTL will notify after finish dividing assets.

Agenda 5: To consider and authorize the Board of Directors to represent the company in signing the Joint Venture Agreement with Puma Energy (Singapore) Pte. LTD. ("PUMA"), which will be the shareholder investor of the two subsidiaries, the proportion of shareholding shall base on the foreign investment laws.

Instruction for vote:

- One share is entitled to one vote and each shareholder is entitled to the votes equaling to the number of shares held by them.
- Voting in each agendas the chairman will ask , if the shareholder intend tend to ''Disagree'' Please mark letter ✓ in to the box Disagree in the voting card and put the card up until the staff will get your voting card and for the shareholder who did not put the voting card up It's mean all mutual agrees.
- For shareholders delegated representatives attended agents and representatives vote according to the wishes of shareholders as shareholders listed in the attorney that the company brought to a vote by shareholders listed attorney such recorded votes in advance when representatives registered already by representatives not voting card to vote in Meeting again.

Collecting and notifying the score:

- The counting of votes on each agenda will count the shareholders' votes at the shareholders' meeting and the voters' votes assigned to the company's representatives has been recorded in advance "Disagree'' to deduct from the total number of shareholders attending the meeting and voting on each agenda.
- After done of each agenda, the chairman would ask for the all shareholders in the meeting room vote for ''Agree'' or ''Disagree'', then the staff would counting it and inform the voting result of each agenda before continue to the next agenda.

In case of the shareholder or the representative has any question of each agenda, please rise your hand up and introduce yourself that you're a shareholder or the representative in order to recording in the minutes of meeting of the Extraordinary General Shareholders' Meeting No.

I/2018, And again, in accordance with the relevant rules and regulations, I would like to let you know that at this meeting today, The observers are not allowed to comment on the agenda of the meeting.

Therefore, in order make transparency of counting the votes to the meeting, we are looking for the volunteer at least 1 people be witness, please inform your name, surname, are you the shareholder or representative and then please come in the counting desk. Mr. SOUBANH SOUTHITHAM , the shareholder, he is the volunteer and then the host informed the meeting that there are no more volunteer and leave it with company secretary who responsibility for counting votes of all agendas.

Thereafter, MR. Chanthone Sitthixay, the Chairman / Chief Executive Officer has opening with welcome speech and to convene the meeting according to the agendas as per following details:

Agenda 1. To consider and adopt the minutes of meeting of the Annual General Shareholders Meeting of 2017, on 27 April 2018

The Chairman has proposed to the meeting as followed: The Minutes of the Annual General Shareholders' Meeting Year 2017 held on 27th April 2018, the meeting had considered all necessary matters, recorded the contents of the minutes of meeting correctly.

After the Chairman has reports in this agenda, then encouraged questions and suggestions form the meeting and the shareholders has a questions as follows:

- Mr. KRAIWAL KADAVANICH, the shareholder ask question as follows: This meeting, PTL has notification the important resolution of the Board of Director's meeting No. IV/2018 to determine the date of the Extraordinary General Shareholders' Meeting No. I/2018 on 29th May 2018 and the date of the meeting has postpone to 01st June 2018 while the number and the date of the meeting are the same as documents. PTL has to issue the letter of corrective action request for changing the details of this meeting and the proxy who has to appear the meeting should not show the identification card number.

- **The Chairman answers the question as follows**: The meeting acknowledge of this issue and PTL will take this point to be the experience for the next meeting.

As there was no more further questions the Chairman then proposed to the meeting to consider and adopt the Minutes of the Annual General Shareholders' Meeting of 2017.

Resolution: The meeting has thoroughly considered and the unanimous resolution with the votes of more than half of the shareholder attending the meeting as following votes:

- Approved 198,474,821 votes or equal to 99.99370 % of the total votes attending the meeting.
- Disapproved 12,500 votes or equal to 0.00630 % of the total votes attending the meeting.

Agenda 2. To consider and adopt for the company's restructure by dividing into two subsidiary companies

The Chairman has proposed to the meeting as followed:

- According to Decree on the Petroleum Business No. 331/PM, dated 27th October 2017;
- According to Implementation of Petroleum Business of Ministry of Industry and Commerce No. 127/MIC, dated 25 July 2016;
- According to Notice on the Implementation of the Decree of Prime Minister on the Petroleum Business No. 0529/MICO.DTC, dated 9th March 2018;

The PTL has the necessary to restructure by dividing it into two subsidiary companies.

1. The Petroleum Import and Export Co., Ltd (not official name) (subsidiary);
2. Domestic Wholesale Co., Ltd (not official name) (subsidiary).

After the Chairman has reports in this agenda, then encouraged questions and suggestions form the meeting and the shareholders has a questions as follows:

❖ Mr. VILAYKHAM PONGPHIMKHAM, the shareholder ask question as follows:
After PTL success by fundraising through the Lao Securities Exchange, the business performance is creditable, but for the last two years PTL is concerning on loss. What is the detail of business expansion projects in pipeline? And explain the detail of use of proceed to shareholders after funding.

❖ The Chairman answers the question as follows: PTL has to up-to-date the detail plan of operating business in yearly as: show the number of increasing gas station, what's type of gas station has invested, expected how much of profit and loss to the Annual General Shareholders' Meeting in continuously.

As there was no further questions the Chairman then proposed to the meeting to consider and adopt for the company's restructure by dividing into two subsidiary companies

Resolution: The meeting has thoroughly considered and the unanimous resolution with the votes of more than two-third (2/3) of the total shareholders attending the meeting and more than 80% of total paid-up shares of the company as following votes:

- Approved 30 shareholders or equal to 96.77419 % of the total shareholders attending the meeting and equal to 198,474,821 votes or equal to 84.45737 % of the total paid-up shares of the company.

- Disapproved 1 shareholder or equal to 3.23 % of the total shareholders attending the meeting and equal to 12,500 votes or equal to 0.00532 % of the total paid-up shares of the company.

Agenda 3. To consider and authorize the Board of Directors to consider and adopt PTL dividing appropriate assets to the two subsidiaries companies to be as investment shares.

The Chairman has proposed to the meeting as followed: To establish two subsidiary companies, The PTL has the necessary to dividing some assets into two subsidiary companies to

be as investment shares, according to the Decree on the Petroleum Business No. 331/PM, dated 27th October 2017. The chartered capital as below:

1. Petroleum Import and Export Co., Ltd (not official name) (subsidiary) amount at least LAK 150 billion (One hundred fifty billion LAK) and the current capital amount LAK 60 billion (Sixty billion LAK) ;
2. Domestic Wholesale Co., Ltd (not official name) (subsidiary) amount at least LAK 50 billion (Fifty billion LAK) and the current capital amount LAK 5 billion (Five billion LAK).

After the Chairman has reports in this agenda, then encouraged questions and suggestions form the meeting and the shareholders has a questions as follows:

❖ Mr. VILAYKHAM PONGPHIMKHAM, the shareholder has a question as follows:

1. At the moment, The PTL is facing the difficulty of operating, when PTL has transferred the assets from the parent company to the both of subsidiary companies, what's the status of parent company? Is Parent company still facing the difficulties?
2. Do the PTL planned to bargain with new strategic partner? In cased of unsuccessfully, is there any plan to issue new shares? Who is the target of buyers or what does PTL do when there is no interested parties to buy the new shares? Do PTL will sell the assets for repayment the debt of the company, management wage etc..?
3. When the assets has transferred, what's the main commercial of the both subsidiary companies do? And how many percentage of PTL has assured in making profit and paid out the dividend to PTL for resolving the challenging now a day

❖ The Chairman answers the question as follows:

1. The PTL is the public company, the way of resolving the challenging by injection cash from Chanthone's family or myself is illegal to PTL loan, right now PTL cannot issue new shares due to the loss, the growth is the most difficulties while PTL is concerning in loss.
2. For the new strategy, PTL completed signing the contract with Puma Energy (Singapore) Pte. Ltd that recorded detail in contract of the parties.
3. For the assets transferred to both subsidiary companies, PTL is only transfer the assets, the reason of transfer is succeeding to the law, in case of there is no assets transferred how could PTL restructuring? The processing of transferring is not difficulty that PTL will transfer the gas station, land etc. While PTL is the main major shareholders 100% of both subsidiary companies and they must be performance under the law. These two subsidiary companies is operating without the debt and the target of consumers are the same groups, the most important thing that they could funding by themselves to support they own liquidity, new strategy will be a part of their shareholders by injection cash as their occupation and some of the cash injected will be paid to financial instrument and the remaining cash will be used as working capital.

As there was no more further questions the Chairman then proposed to the meeting to consider and authorize the Board of Directors to consider and adopt PTL dividing appropriate assets to the two subsidiaries companies to be as investment shares.

Resolution: The meeting has thoroughly considered and the unanimous resolution with the votes of more than two-third (2/3) of the total shareholders attending the meeting and more than 80% of total paid-up shares of the company as following votes:

- Approved 30 shareholders or equal to 96.77419 % of the total shareholders attending the meeting and equal to 198,474,821 votes or equal to 84.45737 % of the total paid-up shares of the company.

- Disapproved 1 shareholder or equal to 3.23 % of the total shareholders attending the meeting and equal to 12,500 votes or equal to 0.00532 % of the total paid-up shares of the company.

Agenda 4. To consider and authorize the Board of Directors to consider and adopt the amount of dividing assets to the two subsidiaries companies and PTL will notify after finish dividing assets

The Chairman has proposed to the meeting as followed: After PTL finish dividing assets to the two subsidiaries companies and dividing the proportion of shareholding with Puma Energy (Singapore) Pte. LTD. ("PUMA") to the two subsidiaries companies and PTL shall notify to the shareholders.

After the Chairman has reports in this agenda, then encouraged questions and suggestions form the meeting.

As there was no further questions the Chairman then proposed to the meeting to consider and authorize the Board of Directors to consider and adopt the amount of dividing assets to the two subsidiaries companies and PTL will notify after finish dividing assets.

Resolution: The meeting has thoroughly considered and the unanimous resolution with the votes of more than two-third (2/3) of the total shareholders attending the meeting and more than 80% of total paid-up shares of the company as following votes:

- Approved 30 shareholders or equal to 96.77419 % of the total shareholders attending the meeting and equal to 198,474,821 votes or equal to 84.45737 % of the total paid-up shares of the company.

- Disapproved 1 shareholder or equal to 3.23 % of the total shareholders attending the meeting and equal to 12,500 votes or equal to 0.00532 % of the total paid-up shares of the company.

Agenda 5. To consider and authorize the Board of Directors to represent the company in signing the Joint Venture Agreement with Puma Energy (Singapore) Pte. LTD. ("PUMA"), which will be the shareholder investor of the two subsidiaries, the proportion of shareholding shall base on the foreign investment laws.

The Chairman has proposed to the meeting as followed: After PTL signing the Joint Venture Agreement with Puma Energy (Singapore) Pte. LTD. ("PUMA"), Puma Energy (Singapore) Pte. LTD. ("PUMA") will bring the money to investment into two subsidiaries companies Puma

Energy (Singapore) Pte. LTD. ("PUMA") will holding 49% shares and PTL will be at least holding 51% shares

After the Chairman has reports in this agenda, then encouraged questions and suggestions form the meeting and the shareholders has a questions as follows:

- Mr. KRAIWAL KADAVANICH, the shareholder has a question as follows:
  1. How could we call Puma Energy (Singapore) Pte. Ltd as strategic partner or being supporter partner? Which one is better?
  2. The agenda 3-5 about the authorized to the Board of Directors sign replace of shareholders, the authorized person shall have more than one person, in case of someone has omission signed documents, the new one have to resolve it while any documents has disclosed to the public and missing part must be done by the same channel as the first by giving the reason of changing to the public.

- The Chairman answers the question as follows:
  1. Puma Energy (Singapore) Pte. Ltd will be new strategic partner, isn't financier, there will be management team from Puma Energy to assist in giving expertise.
  2. PTL will closely complement with LSCO and LSX to correct the processing.

- Mr. VILAYKHAM PONGPHIMKHAM, the shareholder has a question as follows:
  1. What is the list of new candidate of the new Board of Directors of two subsidiary companies? How do their plan?
  2. The form of two subsidiary is limited companies and who will be the finalize of making decision?

- The Chairman answers the question as follows:
  1. the new managing directors is from PTL and Board of Directors of two subsidiary companies to select the new management who is a foreigner, Chief Financial Officer from Singapore, manger from French that all person have experienced.
  2. Both subsidiary companies is depend on PTL that hold 100% of two subsidiary companies, for the managements are not the same as parent company and the whole benefit of two subsidiary companies must be long to PTL as occupation.

As there was no more further questions the Chairman then proposed to the meeting to consider and authorize the Board of Directors to represent the company in signing the Joint Venture Agreement with Puma Energy (Singapore) Pte. LTD. ("PUMA"), which will be the shareholder investor of the two subsidiaries, the proportion of shareholding shall base on the foreign investment laws.

Resolution: The meeting has thoroughly considered and the unanimous resolution with the votes of more than two-third (2/3) of the total shareholders attending the meeting and more than 80% of total paid-up shares of the company as following votes:

- Approved 30 shareholders or equal to 96.77419 % of the total shareholders attending the meeting and equal to 198,474,821 votes or equal to 84.45737 % of the total paid-up shares of the company.

- Disapproved 1 shareholder or equal to 3.23 % of the total shareholders attending the meeting and equal to 12,500 votes or equal to 0.00532 % of the total paid-up shares of the company.

At the end of the meeting, Mr. Chanthone Sitthixay, Chairman said: before being listed company, PTL has profitability in doing business, a few year after listed in Lao Stock Exchange, I will explain more detail to shareholders in macroeconomic, society and politic events as the Petro business has fluctuated a lot, it's unstable price in Petro business that effected from the external factors. I cannot make shareholders understand in overall and supported me, I need you give me a chance to ended this situation that facing me from the external and resolving it to cross this difficulties.

This restructuring will be better for all of you and it's the best key for the company. I, on behalf of the founder of this company from the beginning until now, I could build a company building and more than 130 gas stations expanding. In case of injection cash from strategic partner, PTL will compensation to the shareholders by taking premiums from the new funding to pay out the dividend for the last two years.

For the last session, Mr. Chanthone Sitthixay, Chairman of Board of Director thank you to representative from the Lao Securities Commission Officer, Lao Securities Exchange, the shareholders, Proxy and representative who attending the Extraordinary General Shareholders' Meeting No. I/2018 and this meeting was successfully.

The meeting has no any issue and the chairman declared the meeting adjourned at 11:25 a.m.

Yours Sincerely,

(for and on behalf) Chairman of Board of Directors

Petroleum Trading Lao Public Company

Petroleum Trading Lao Public Company

จันทะดอม เมกสะหวัน
Chanthadom MEKSAVANH

Attachment 3

Financial statements of 2018 (Draft)

PETROLEUM TRADING LAO PUBLIC COMPANY AND ITS SUBSIDIARIES
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2018

	Notes	31 December 2018 LAK	31 December 2017 LAK
Assets			
Current assets			
Cash and cash equivalents	5	12,515,355,962	8,281,373,673
Trade accounts receivable, net	6	113,314,518,892	104,404,189,804
Inventories, net	7	16,522,614,854	10,096,414,860
Short-term loan to related parties	19 v)	19,094,118,588	16,337,608,447
Other current assets	8	122,409,247,533	57,805,442,022
Total current assets		283,855,855,829	196,925,028,806
Non-current assets			
Property, plant and equipment, net	9	442,766,133,332	269,317,540,947
Intangible assets, net	10	3,339,411,138	7,804,109,546
Investment properties, net	11	-	180,903,625,951
Long-term loans to related parties	19 v)	19,692,739,383	24,471,734,824
Other non-current assets	12	45,996,195,879	43,945,103,950
Total non-current assets		513,299,829,816	526,442,115,218
Total assets		**797,155,685,645**	**723,367,144,024**

Chanthone Sitthixay
Chief Executive Officer

Date: 5 April 2018

Chanthadom Meksavanh
Acting Chief Finance Officer

Date: 5 April 2018

The notes to the consolidated financial information on pages XX to XX form an integral part of these consolidated financial information.

PETROLEUM TRADING LAO PUBLIC COMPANY AND ITS SUBSIDIARIES
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2018

	Notes	31 December 2018 LAK	31 December 2017 LAK
Liabilities and equity			
Liabilities			
Current liabilities			
Trade accounts payable	13	63,470,143,334	30,593,750,899
Tax payables	14	3,458,872,982	3,050,165,848
Short-term borrowings	15	272,970,740,000	274,031,960,000
Other current liabilities	16	107,994,650,250	7,465,924,644
Total current liabilities		447,894,406,566	315,141,801,391
Non-current liabilities			
Long-term borrowings	15	33,480,000,000	32,600,000,000
Total non-current liabilities		33,480,000,000	32,600,000,000
Total liabilities		481,374,406,566	347,741,801,391
Equity			
Share capital	17	470,000,000,000	470,000,000,000
Share premium		27,638,932,340	27,638,932,340
Common control reserve		(898,908,935)	(898,908,935)
Translation		544,522,559	114,046,477
Retained earnings			
Appropriated-legal reserve	18	3,708,530,711	3,708,530,711
Other reserve		1,977,267,979	1,977,267,979
Unappropriated		(189,224,699,189)	(126,914,435,917)
Equity attributble to owners of the parent		**313,745,645,465**	**375,625,432,655**
Non-controlling interest		2,035,633,613	(90,022)
Total equity		**315,781,279,079**	**375,625,342,633**
Total liabilities and equity		**797,155,685,645**	**723,367,144,024**

Chanthone Sitthixay
Chief Executive Officer

Date: 5 April 2018

Chanthadom Meksavanh
Acting Chief Finance Officer

Date: 5 April 2018

The notes to the consolidated financial information on pages XX to XX form an integral part of these consolidated financial information.

PETROLEUM TRADING LAO PUBLIC COMPANY AND ITS SUBSIDIARIES
CONSOLIDATED STATEMENT OF INCOME
FOR YEAR ENDED 31 DECEMBER 2018

	Notes	31 December 2018 LAK	31 December 2017 LAK
Sales	19	1,135,676,499,880	899,926,522,793
Cost of sales		(1,088,368,654,796)	(850,004,401,823)
Gross profit		47,307,845,085	49,922,120,970
Other income		26,662,791,580	15,157,577,417
Selling expenses		(20,614,955,936)	(21,068,216,507)
Administrative expenses		(60,651,821,609)	(71,869,891,498)
Operating loss		(7,296,140,880)	(27,858,409,618)
Finance expenses		(55,069,033,370)	(51,398,209,229)
Net loss before income tax expenses		(62,365,174,250)	(79,256,618,847)
Income tax expenses		-	-
Net loss for the year		**(62,365,174,250)**	**(79,256,618,847)**
Loss attributable to			
Owners of the parent		(62,310,263,272)	(79,250,784,308)
Non- Controlling interest		(54,910,979)	(5,834,539)
		(62,365,174,250)	**(79,256,618,847)**
Earnings (loss) per share			
Basic earnings (loss) per share	18	(265)	(337)

Chanthone Sitthixay
Chief Executive Officer

Date: 5 April 2018

Chanthadom Meksavanh
Acting Chief Finance Officer

Date: 5 April 2018

The notes to the consolidated financial information on pages XX to XX form an integral part of these consolidated financial information.

PETROLEUM TRADING LAO PUBLIC COMPANY AND ITS SUBSIDIARIES
CONSOLIDATED STATEMENT OF CHANGES IN EQUITY
FOR YEAR ENDED 31 DECEMBER 2018

	Share capital (Note 16) LAK	Share premium LAK	Common control reserve LAK	Appropriated legal reserve LAK	Translation LAK	Other reserve LAK	Unappropriated retained earnings LAK	Non-controlling Interest LAK	Total LAK
Opening balance at 1 January 2018	**470,000,000,000**	**27,638,932,340**	**(898,908,935)**	**3,708,530,711**	**114,046,477**	**1,977,267,979**	**(126,914,435,917)**	**(90,022)**	**375,625,342,633**
Translation of foreign operation	-	-	-	-	430,476,082	-	-	-	430,476,082
Changes in parent's ownership interests in subsidiaries	-	-		-	-	-	-	2,090,634,614	2,090,634,614
Net loss for the year	-	-	-	-	-	-	(62,310,263,272)	(54,910,979)	(62,365,174,250)
Closing balance at 31 December 2018	**470,000,000,000**	**27,638,932,340**	**(898,908,935)**	**3,708,530,711**	**544,522,559**	**1,977,267,979**	**(189,224,699,189)**	**2,035,633,613**	**315,781,279,079**
Opening balance at 1 January 2017	**470,000,000,000**	**27,638,932,340**	**(898,908,935)**	**3,708,530,711**	**32,603,350**	**1,977,267,979**	**(47,576,373,943)**	**(90,022)**	**454,882,051,502**
Translation of foreign operation	-	-	-	-	81,443,127	-	(81,443,127)	-	-
Net loss for the year	-	-	-	-	-	-	(79,250,874,330)	(5,744,517)	(79,256,618,847)
Closing balance at 31 December 2017	**470,000,000,000**	**27,638,932,340**	**(898,908,935)**	**3,708,530,711**	**45,002,560**	**1,977,267,979**	**(126,908,691,400)**	**(5,834,539)**	**375,625,432,655**

Chanthone Sitthixay
Chief Executive Officer

Date: 5 April 2018

Chanthadom Meksavanh
Acting Chief Finance Officer

Date: 5 April 2018

The notes to the interim consolidated financial information on pages 9 to 17 form an integral part of these interim consolidated financial information.

Attachment 4



BIOGRAPHY

I. **Personal Information**

Name & Surname : Mr. Chanthone Sitthixay.
Nationality : Lao, Race: Lao.
Date of Birth : 27 July 1977
Age : 42
Place of Birth : Sounantha village, Kaisonephomvihan District, Savanhnakhet Privince.
Occupation : Businessman.
Place of Work : Petroleum Trading Lao Public Company.
Position : Chairman of Board of Directors.
Present Address : Phonthan Village, Saysettha District, Vientiane Capital.
Telephone : 021-264834
Email : chanthone.stx@petrotradelaos.com

Material Status:
☐ Single
☒ Married
☐ Divorced
☐ Widowed

- If married, name of spouse: Mrs. Savanhthong Phongsavanh.
- Occupancy: Businesswoman.

II. **Education and Training**

Education Level:

√ Bachelor Degree

- Subject : Economics and Business Administration.
- Name and School Address : National University of Laos
- Period : 4 years

III. Working Histories:

- 2001-2007 : Sithi Inter Trading Import-Export Co., Ltd, Chief Executive Officer;
- 2001- Present : Khouanchay Trading Import-Export Co., Ltd, Chief Executive Officer;

- 2008- Present : Petroleum Trading Lao Public Company, Chief Executive Officer;
- 2010- Present : Soudaphone Import-Export and Service Co., Ltd, Chief Executive Officer;
- 2010-Present : Well Tech Lao Co., Ltd, Chief Executive Officer;
- 2010-Present : Sitthi Logistics Lao Co., Ltd, Chief Executive Officer;
- 2012-Present : Lao Daily Mart Co., Ltd., Chief Executive Officer.

This biography is true, if there any distortion I shall responsibilities according to the law and regulation.

Vientiane Capital, Date

Signature



BIOGRAPHY

I. Personal Information

Name & Surname	: Mrs. Savanhthong Phongsavanh.
Nationality	: Lao, Race :Lao.
Date of Birth	: 19 Feb 1980
Age	: 38
Place of Birth	: Sounantha village, Kaisonephomvihan District, Savanhnakhet Privince.
Occupation	: Businesswoman
Place of Birth	: Sounantha village, Kaisonephomvihan District, Savanhnakhet Privince.
Occupation	: Businessman
Place of Work	: Petroleum Trading Lao Public Company
Position	: Vice Chairman of Board of Directors.
Present Address	: Phonthan Village, Saysettha District, Vientiane Capital.
Telephone	: 021-264834
Email	: savanhthong.psv@petrotradelaos.com

Material Status:

☐ Single
☒ Married
☐ Divorced
☐ Widowed

If married, name of spouse: Mr. Chanthone Sitthixay.
Occupancy: Businessman.

II. Education and Training

Education Level:

√ Bachelor Degree

- Subject : Economics and Business Administration.
- Name and School Address : National University of Laos
- Period : 4 years

III. Working Histories:

- 2001-2007 : Sithi Inter Trading Import-Export Co., Ltd, Chairman / Partner;
- 2001- Present : Khouanchay Trading Import-Export Co., Ltd. , Chief Executive Officer;
- 2008- Present : Petroleum Trading Lao Public Company, Deputy Chief Executive Officer;
- 2010- Present : Soudaphone Import-Export and Service Co., Ltd, Chairman/ Partner;
- 2010-Present : Well Tech Lao Co., Ltd, Chairman/ Partner;
- 2010-Present : Sitthi Logistics Lao Co., Ltd, Chairman/ Partner;
- 2012-Present : Lao Daily Mart Co., Ltd., Chairman/ Partner;

This biography is true, if there any distortion I shall responsibilities according to the law and regulation.

Vientiane Capital, Date

Signature



BIOGRAPHY

I. Personal Information

Name & Surname: Mrs. Chanthadom Meksavanh.
Nationality: Lao, Race: Lao.
Date of Birth:
Place of Birth:
Occupation:
Place of Work: Petroleum Trading Lao Public Company
Position: Director, Acting Chief Financial Officer.
Present Address: Village, District, Vientiane Capital.
Telephone:._____
Fax:_____
Email:_____
Material Status:

- ☐ Divorced
- ☐ Single
- ☑ Married
- ☐ Widowed

- If married, name of spouse:
- Occupancy:

II. Education and Training

1. Education Level:

√ Bachelor Degree

- Subject: Economics and Business Administration.
- Name and School Address: National University of Laos
- Period: ……..

2. Working Histories:

No.	Organization	Position and Responsibilities	Period
1	Petroleum Trading Lao Public Company	Acting Chief Financial Officer	2008 - present

3. Business Histories:

No.	Name of Business	Holding Share %	Worth of Share	Period
1	Petroleum Trading Lao Public Company	0.34		

This biography is true, if there any distortion I shall responsibilities according to the law and regulation.

Vientiane Capital, Date

Signature



Independent Director BIOGRAPHY

I. Personal Information

Name & Surname: Mrs. Daly Pholsena.
Nationality: Lao, Race: Lao.
Date of Birth: 13 October 1955.
Place of Birth: Loungkhone Village, Namtha District, Louangnamtha Province.
Occupation: Employee.
Place of Work: Phongsavanh Bank.
Position: Chairman of Board of Director.
Present Address: Phonxay Village, Saysettha District, Vientiane Capital.
Telephone: 020 22225326.
Fax:_____
Email:_____
Material Status:

- ☐ Divorced
- ☐ Single
- ☑ Married
- ☐ Widowed

- If married, name of spouse: Mr. Oudone Pholsena
- Occupancy:_____

II. Education and Training

1. Education Level:

√ Diploma

- Subject: Banking
- Name and Address of the school: Hanoi, Vietnam.
- Period: 1971 – 1974
- Subject: Theory of Politics and Administration.
- Name and Address of school: National Institute of Politics and Administration
- Period: ……..

√ Bachelor Degree

- Subject: The Fine Art.
- Name and School Address: National University of Lao.
- Period: 1998 - 2002

√ Master Degree

- Subject: Master of Public Administration.
- Name and School Address: Chaingmai University, Thailand.
- Period: 2005 - 2006

2. **Attend on the Financial and Banking Training or relating**:

No.	Subject	Organize by	Date and period of the training
1	Banking	Bank of Thailand	02-04/1992
2	Banking Management	ADB, Vientiane	10/1993-04/1994
3	Banking Management	Bank of Thailand	09/1994
4	Marketing	IMF, Austria	03/1995
5	Business Management	Bank of Thailand	08-12/1995
6	Foreign Exchange Management	IMF, Austria	07/1996
7	Foreign Exchange Strategy	IMF, Japan	10/1996
8	Private Banking Management	Singapore	09/1997
9	English	New Zealand	11/1997-11/1998
10	Standard of Accounting	IMF, Austria	04/1997
11	Marco Economic	IMF & JCIF, Japan	10/1999
12	FOREX Management	Bank of Vietnam, Vietnam	12/1999
13	Marco Economic	IMF, Singapore	05/2001
14	Marco Economic	IMF, Japan	02/2002
15	Economic Management	Bank of Luxemburg, Luxemburg	03/2003
16	Standard of Accounting	ADB, Vietnam	07/2004
17	Auditor Management	IMF, Singapore	01/2005
18	Marco Economic	IMF, Japan	03/2005
19	FOREX Strategy	BOL and JCIF, China	08/2007
20	Securities Exchange Management	Bank of Vietnam, Vietnam	09/2007
21	Securities Exchange Management	Korea Securities Exchange, South Korea	09/2007
22	Securities Exchange Management	Securities Exchange of Thailand, Thailand	10/2007
23	Economy Management	China Development Bank, China	11/2008
24	Policy Governing	ADB, Japan	04/2009
25	Professional Stock Market Management	Securities Exchange of Thailand, Thailand	07/2009

3. Working Histories:

No.	Organization	Position and Responsibilities	Period
1	Bank of Lao PDR	Director of Accounting	1976 – 1979
2	Special bank, Vientiane	Director	1980 – 1983
3	Bank of Lao PDR	Director of Auditor	1984 – 1989
4	Bank of Lao PDR	Director of Banking Service.	1989 – 1997
5	Bank of Lao PDR	Director of Accounting	1998 -2004
6	Bank of Lao PDR	Director of FOREX	2007 – 06/2010
7	Bank of Lao PDR	Assistant to president	06/2010 – 06/2011

This biography is true, if there any distortion I shall responsibilities according to the law and regulation.

Vientiane Capital, Date

Signature



Independent Director BIOGRAPHY

I. Personal Information

Name & Surname: Mr. Nouphan Mahaphon.
Nationality: Lao, Race: Lao.
Date of Birth: 11 October 1950.
Place of Birth: Donkoy Village, Mounlapamouk District, Champasak Province.
Occupation: Retried & Consultant.
Place of Work: Ministry of Natural Resources and environment.
Position: Regal Consultant.
Present Address: Nonkor Village, Saysettha District, Vientiane Capital.
Telephone: 020 53801563.
Fax:_____
Email:_____
Material Status:

- ☐ Divorced
- ☐ Single
- ☑ Married
- ☐ Widowed

- If married, name of spouse: Mrs. Kaithong Mahaphon.
- Occupancy:_____

II. Education and Training

1. Education Level:

√ Bachelor Degree

- Subject: Regal
- Name and School Address: National Institute of Politics and Administration.
- Period: ……..

√ Master Degree

- Subject: Regal.
- Name and School Address: Kiev Town, Russia.
- Period: 1984.

2. Working Histories:

No.	Organization	Position and Responsibilities	Period
1	National Land Authority	-	2009-2011
2	Ministry of Natural Resources and Environment	-	2011-2014
3	Ministry of Natural Resources and Environment	Retried and assign as a consultant	2014- Present

This biography is true, if there any distortion I shall responsibilities according to the law and regulation.

Vientiane Capital, Date

Signature



Independent Director BIOGRAPHY

I. Personal Information

Name & Surname: Mr. Phoxay Chanthavongsa.
Nationality: Lao, Race: Lao.
Date of Birth: 11 Dec 1971.
Place of Birth: Phonxaiy Village, Kaisonephomviharn District, Savanhnaket Province.
Occupation: Finance-Accounting.
Place of Work: Khouanchay Trading Import-Export Co., Ltd.
Position: Director of Accounting and Finance.
Present Address: Nongthaneua Village, Chanthabuly District, Vientiane Capital.
Telephone: 020 55558945.
Fax:_____
Email: phoxay.chanthavongsa@gmail.com
Material Status:

- ☐ Divorced
- ☐ Single
- ☑ Married
- ☐ Widowed

- If married, name of spouse: Mrs. Aphaiphone Xayshitthideth.
- Occupancy:_____

II. Education and Training

1. Education Level:

√ Diploma

❖ Subject: Accounting.
- Name and School Address: Parkpasack Technical Collage.
- Period: 2 years.

❖ Subject: Political theory.
- Name and School Address: National Political Institute (Thangon), Laos.
- Period: 5 months.

√ Bachelor Degree

- Subject: Accounting.
- Name and School Address: Savanh Business Administration Collage, Savanhnaket.
- Period: 4 years.

√ **Master Degree**

- Subject: Accounting.
- Name and School Address: National University of Laos.
- Period: 2 years.

√ **Other** (Specify):

- Certificate Modern Investment Professional, Lao Securities Exchange, 2014.
- Certificate of Laos CPA, II , 1997

2. Attend on the Financial and Banking Training or relating**:**

No.	Subject	Organize by	Date and period of the training
1	The Lecturer (Train the trainers " Certificate of Accomplishment"), 2014	Lao and Thai Securities Exchange	20-21 Sep 2014 (2 days)
2	The accountant accepted from the CPA of Australia, Major in Financial Report, Management Account, Ethics and Governance and Strategic Management.	CPA Australia	26 Jul -04 Nov 2010 (3 months)
3	English Course (500 Hours)	Ministry of Foreign Affairs	11 Jul- 14 Dec 2005 (6 months)
4	Training of Business Accounting Inspections	Laos and Vietnam Tax Department.	5-9 Sep 2011 (5days)
5	Training of the Information System	Bangkok, Thailand	24-28 Jul 2006 (5days)
6	Training of International Financial Report Standard (IFRSs)	Indonesian Professional Association	28-31 May 2006 (3days)
7	Training of Lao Auditor Standard	Ministry of Finance	7-9 Feb 2006 (3 days)

3. Working Histories:

No.	Organization	Position and Responsibilities	Period
1	Ministry of Finance	Staff of Accounting Department	1993-1999
2	Ministry of Finance	Head of Accounting Department	2000-2002
3	Ministry of Finance	Deputy Manager of Tax Department	2003-2005
4	Ministry of Finance	Head of Accounting Department	2006-2007
5	Ministry of Finance	Deputy Manager of Accounting Department	2007-2012
6		Offering to the remuneration policy	Oct 2012
7	Khouanchay Trading Import-Export Co., Ltd	Director of Accounting and Finance	Nov 2012 – May 2014

8	Petroleum Trading Lao Public Company.	Deputy Manager of Accounting	June 2014 – Dec 2017
9	Khouanchay Trading Import-Export Co., Ltd	Director of Accounting and Finance	Jan 2018 -Present

4. Teaching Histories:

No.	Faculty	Institution/Collage	Period
1	Tax Accounting	Faculty of Economics and Business Administration, National University of Laos.	2014-2015
2	General Accounting (Master Teacher)	Comcenter Collage.	2009-2012
3	General Accounting	Lao CPA	1998-2012
4	General Accounting, Research Accounting, A preliminary understanding of financial management and A preliminary understanding of auditor. (Bachelor and Diploma Teacher)	Parkpasak Technical Collage	2009-2011

This biography is true, if there any distortion I shall responsibilities according to the law and regulation.

Vientiane Capital, Date

Signature



BIOGRAPHY

I. Personal Information

Name & Surname: Mr. Bounthanh Chittavong.
Nationality: Lao, Race: Lao.
Date of Birth: 2 June 1959
Place of Birth: Village, District, Province.
Occupation: Employee
Place of Work: Petroleum Trading Lao Public Company.
Position: Director.
Present Address: Thahin Village, Sykhotabong District, Vientiane Capital.
Telephone: 02055559037
Fax:_____
Email:_____
Material Status:

- ☐ Divorced
- ☐ Single
- ☑ Married
- ☐ Widowed

- If married, name of spouse:
- Occupancy:

II. Education and Training

1. Education Level:

√ Bachelor Degree

- Subject: Economics and Trading
- Name and School Address: Soviet union
- Period: _____

2. Working Histories:

No.	Organization	Position and Responsibilities	Period
1	Petroleum Trading Lao Public Company	Acting Operating Director	2008- Present

3. Business Histories:

No.	Name of Business	Holding Share %	Worth of Share	Period
1	Petroleum Trading Lao Public Company	0.17		
2				
3				

This biography is true, if there any distortion I shall responsibilities according to the law and regulation.

Vientiane Capital, Date

Signature

Attachment 5

PROXY

Written at……

Date…..... month…… year…….

(1) I/We……..Nationality……, date, month and year of birth…… ID card number……. Reside at…….. Road ……
Village…… District …… Province ……..

(2) Being a shareholder of Petroleum Trading Lao Public Company.

Holding the ordinary shares in the total amount of……. share, which are equivalent to the same number of votes.

(3) Hereby appoint (tick ✓ in the box)

☐ (1) Mr. /Ms. …….. Age…….years, ID card ……

resides at…….. Road. …… Village…… District……..

Province……. Postal Code ……or

☐ (2) **Mrs. Daly Pholsena** Age: 64 years, resides at ..... Road .....

Village: Phonxay, District Saysettha . Province: Vientiane Capital Postal Code .....or

☐ (3) **Mr. Nouphan Mahaphon** Age: 69 years, resides at ..... Road .....

Village: Nonkho District Saysettha Province: Vientiane Capital Postal Code …… … or

☐ (4) **Mr. Phoxay Chanthavongsa** Age: 48 years, resides at ..... Road .....

Village: Nongthaneua District Chanthabuly Province: Vientiane Capital Postal Code .....

Any one of them to be my/our proxy to attend and vote on my/our behalf at the Annual General Shareholders' Meeting for the Year 2018 to be on 26 April 2019 at 09:30 pm.

At meeting room, 8th floor, Lao Securities Exchange Building, T4 road, Phonthan Village, Saysettha District, Vientiane Capital or any adjournment at any date, time and place thereof.

(4) I/We hereby authorize the proxy to vote on my/our behalf at this meeting as follows:

- ☐ To grant my/our proxy to consider and vote on my/our behalf as he/she may deem appropriate in all respects;
- ☐ To grant my/our proxy to votes as per my/our intention and consider and vote on my/our behalf in some agendas as he/she may deem appropriate in all respects;
- ☐ To grant my/our proxy to vote as per my/our intention.

Agenda 01: Report on the result of the previous AGM to shareholders to acknowledge

Agenda 02: Adopted the minutes of Extraordinary General Shareholders' Meeting No. 1 of 2018

☐ Approve ☐ Disapprove

Agenda 03: Reports on the assets of PTL that transferred to 2 sisters companies together with adoption of the structure, operation and shares of 2 sisters companies (1) Petrotrade Puma Import-Export Co., Ltd and (2) Petrotrade Puma Distribution co., Ltd. This agenda is to notifying shareholders for their acknowledge

Agenda 04: To consider and adopt for the financial statements of the company of the year 2018 (audited) and report on the business operation performance of the company of the year 2018

☐ Approve ☐ Disapprove

Agenda 05: To consider no dividend payments due to the company loss from the business operation of the company in 2018

☐ Approve ☐ Disapprove

Agenda 06: To consider PTL's business operational plan of 2019

☐ Approve ☐ Disapprove

Agenda 07: To consider the appointing the external auditor for the year 2019

☐ Approve ☐ Disapprove

Agenda 08: To consider of extending period of the current board members, the independent audit committee for 1 more term and changing position of board member

☐ Approve ☐ Disapprove

Agenda 09: To consider the rights to the Board of Directors to determine of the interim dividend payment from the year 2019 if the company getting profit from business operation

☐ Approve ☐ Disapprove

(5) Voting of the proxy in any agenda that is not as specified in this Proxy shall be considered as invalid and shall not be my/our voting as a shareholder.

(6) In case I/we have not specified my/our voting intention in any agenda or not clearly specified, it shall be deemed approved.

(7) Any business carried out by the proxy at the said meeting, except in case that the proxy does not vote according to my/our intention (s) specified in the Proxy, shall be deemed as having been carried out by myself/ourselves in all respects.

Signed Grantor

(_____)

Signed Proxy

(_____)

Remark:

1. The shareholder appointing the proxy must authorize only one proxy to attend and vote at the meeting and may not split the number of shares to several proxies for splitting votes.
2. Pursuant to the Law on Notary (Amended) No. 11/NA, dated 26 November 2009, in order for the appointment by the shareholder to the proxy to have legal effect, this Proxy must be notarized with the court. In this regard, the Company will not take any responsibility in the case where the Proxy submitted to the Company has not been registered with the Notary Office, Ministry of Justice.

Attachment 6

Instruction about the document and evidence to be present prior to attending the meeting

For convenience in the registration process to attend the Annual General Shareholder's Meeting for the year 2017 of Petroleum Trading Lao Public Company, The shareholders or the proxies who will attend the meeting are required to bring the invitation to the meeting, the Letter for attending the meeting issued by the Lao Securities Exchange and the proxy (applicable for the proxy only) together with the documents for proof of identity as indicated for each circumstance below:

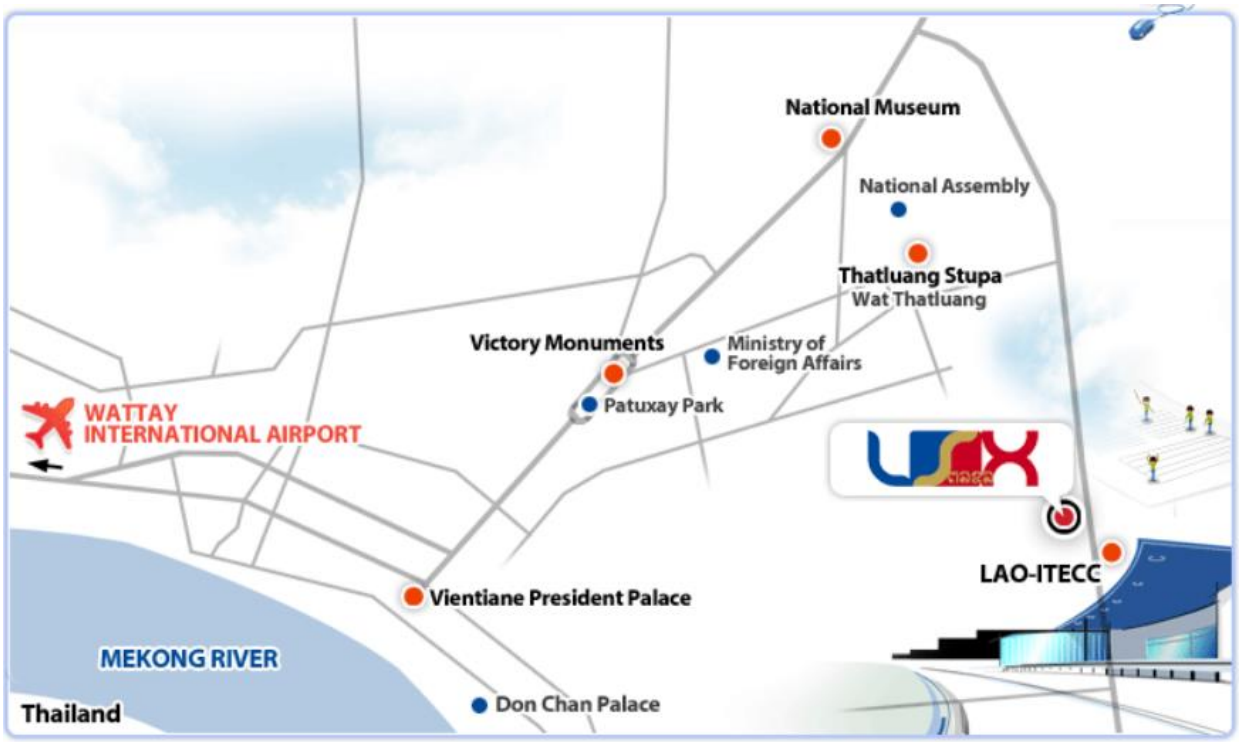
1. Attendees who are natural persons.
   Shall present one of the following documents of their own at the time of registration.
   - 1.1 Identification Card.
   - 1.2 Family Book.
   - 1.3 Passport (For the foreign investors).
2. Attendees who are legal person.
   Shall present one of the documents as given in 1. Above plus one of the following documents at the time of registration.
   - 2.1 Investment license.
   - 2.2 Certificate of Enterprise Registration (Affidavit).
   - 2.3 Most recent Tax Certificate.

   For attendee who is not the authorized director shall have the proxy as attached hereto signed by the authorized director.

All documents and evidence in the foreign language which are required to present prior to attending the meeting must be translated into Lao language and the translation shall be certified an acceptable translation company. The foreign language is permitted only for English. PTL has the right to reject any documents contradicting this provision.

Attachment 7

Map of the meeting location



8th Floor, Lao Securities Exchange Building, Kamphengmeuang Road (T4),
Phonthan Village, Saysettha District,Vientiane Capital, Lao PDR,
Tel :+856 (21) 265 394, Fax: +856 (21) 265 394.