PetroTrade

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: 0012 /PTL/2020

Vientiane Capital, Date: 13 March 2020

**To:** Secretary-General of the Lao Securities Commission Office
The CEO of the Lao Securities Exchange
Shareholders of Petroleum Trading Lao Public Company

**Re:** Notification of the Resolutions of the Board of Directors' meeting No. 1/2020.

- According to the Reporting and Disclosure Decision of the Lao Securities Commission Office No.004/LSC dated 28 January 2019.
- According to the Disclosure Regulation of Lao Securities Exchange No.008/LSX dated 27 September 2018.

The Petroleum Trading Lao Public Company (the "Company" or "PTL") would like to notify the important resolution of the Board of the Directors' meeting No. 1/2020 dated 13th March 2020 as follows:

1. Adopted the minutes of meeting of Board of Director No.3/2019, on 14 November 2019.
2. Adopted for appointing the Price Waterhouse Coopers (Lao) Sole Co., Ltd. ("PwC") to be the external auditor of the company for the year 2020, with the audit fee from USD 34,000 – 37,000 USD, In order to propose to the Annual General Shareholders' Meeting for considering and adopting;
3. Determined the closing date of the accounting book of shareholders on 30 March 2020 in order to determine the name list of shareholders who has the right to attend the Annual General Shareholders' Meeting for the year 2019;;

Therefore, other agendas that relating to the 2019 AGM will be consider and adopting in the near future after PTL receive the financial reports from external auditor that expected to have it on 3rd week of March 2020 and will announce to public and shareholders later on.

For your information.

Sincerely Yours,

Chairman of Board of Directors

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Petroleum Trading Lao Public Company

Chanthone SITTHIXAY