

**MINUTES OF MEETING WITH DANG MINH CORPORATION**  
**at PROTEUS OFFICE on FRIDAY, 06<sup>TH</sup> MAY 2011.**

Present	: Mr. NGUYEN DANG KHOA Ms BUI THI MONG DIEP Mr. MARK NICEWONGER Ms. Luong Thi Phuc	General Director of Dang Minh Corporation. Director of Dang Minh President of Proteus VN. Director of Proteus VN.
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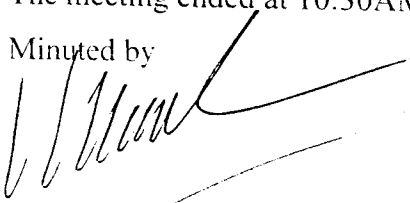
The meeting started at 9.00AM.

No.	MINUTES	Remark
1	<p>Mr. Mark</p> <ul style="list-style-type: none"> <li>• We have noted that roof in Room 401, 402 on the back wall leaks when it rains that resulting wall mold and having fungus. Roof also leaks in 401 and 402 rooms.</li> <li>• We would like to remove 2 present doors in room 403, 404 and making one new front door that will opposite with front door of Room 410 and 402 ( Removing fee is responsible of Building Owner)</li> <li>• Inside partition: We would like to set up 2 rooms in new office as follow               <ul style="list-style-type: none"> <li>- 01 Meeting room</li> <li>- 01 cabinet with sink (in suitable place with in-out pipelines)</li> <li>- 01 big room for working and living activities</li> </ul> </li> </ul> <p>Partition fee will billed to Proteus VN Ltd. Partition work will be carried out based on Proteus VN's Layout to be passed to Dang Minh next week</p> <ul style="list-style-type: none"> <li>• We have noted that office rent of Room 401, 402 is including 4 air cons. Rent office cost of 2 new room fixed at USD832/per month must include at least 3 air cons. Proteus VN has also agreed to buy 2 used air cons from PolViet at 60% of their original cost at VND9.06Mio (15.10Mio x 60%). It's better that Dang Minh shall buy these items from Polviet and installing 01 new air con in 403,404 rooms               <ul style="list-style-type: none"> <li>• We also would like Dang Minh to put Proteus VN big board in front of entrance instead of the present size and place. Logo of the company will be shown in new big board. Design fee is responsible of Proteus. Dang minh is in charge of making fee of new board. New board is 4 times of usual size.</li> </ul> </li> </ul>	
2	<p>Mr. Khoa</p> <ul style="list-style-type: none"> <li>• We are in charge of repair work for roof leak in these 4 rooms-We also perform partition, plumbing, and anti-leak works when receiving Layout from Proteus Vietnam as soon as possible.</li> <li>• Partition fee will be billed Proteus VN excluding moving the front door.</li> <li>• We also agreed to buy 2 used air cons from Polviet at quoted price as previously fixed by Mr. Mark and Polviet Manager. 1 new air con (2hp) will be bought and installed in room 402, 403 by Dang Minh.</li> <li>• Cabinet and sink should be supplied by Proteus Vietnam. Dang Minh will supply pipelines and installing it where Proteus wants. <i>(cost by Proteus) please</i></li> <li>• Big board of Proteus will be made as suggested size and placed above Companies' boards in front of Dang Minh entrance. Making fee for this board is responsibility of Building Owner.</li> </ul>	

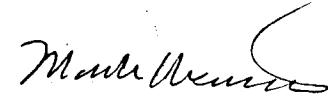
- 3 Ms. Diep • Carpet in room 402, 403 is very old and dirty, It should be taken out for easier cleaning work and better hygiene.
- 4 Ms. Phuc • Agreed to take out carpet. Cleaning and gas charging for current air - cons in room 403, 404 will be done before handing over new office from Dang Minh to Proteus after finishing partition and repair work.

The meeting ended at 10.30AM on the same date, with a votes of thanks to Mr. Khoa, Ms. Diep.

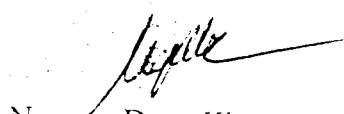
Minuted by

  
Luong Thi Phuc

Verified by

  
Mark Nicewonger

Confirmed by

  
Nguyen Dang Khoa

**Additional work :**

- 1/ Carpet will be re-install in Meeting room after cleaning and inside partition.
- 2/ Holes on walls must be filled. Re-paint walls should be made in Room 403, 404