EXIMBANK

THE SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

Ho Chi Minh City, 02.. December 2022

NGÂN HÀNG THƯƠNG MẠI CỔ PHẦN XUẤT NHẬP KHẨU VIỆT NAM

NOTICE

Re: Invitation to the Extraordinary General Meeting of Shareholders to be held on 16/01/2023

To: **Mr./Ms./Company:**

Address:

No.:

Based on:

- *Business registration certificate No. 0301179079 issued by HCMC Department of Planning and Investment, as registered for the first time on 23/7/1992 and for the 28th amendment on 16/9/2021;*
- *Enterprise Law 2020 and relevant legislations;*
- *Law on Credit Institutions 2010 and the law amending, supplementing a number of articles of the Law on Credit Institutions 2017;*
- *Charter of Vietnam Export Import Commercial Joint Stock Bank;*
- *Board Resolution 422/2022/EIB/NQ-HDQT dated 28/10/2022 approving the organization of the Extraordinary General Meeting of Shareholders ("EGM") of Eximbank;*
- *Board Resolution 432/2022/EIB/NQ-HDQT dated 14/11/2022 approving the time for organizing the EGM of Eximbank;*
- *Board Resolution 462../2022/EIB/NQ-HDQT dated 02./12./2022 approving the venue for organizing the EGM of Eximbank;*

The Board of Directors of Vietnam Export Import Commercial Joint Stock Bank ("Eximbank") would like to inform and invite you to its EGM with details as below:

- **Subjects**: shareholders owning Eximbank shares and named in the list as at the record date (28/11/2022) as provided by Vietnam Stock Depository Center
- **Time:** 8:00 a.m. on Monday, 16/01/2023
- **Venue:** White Palace Convention Center
  194 Hoang Van Thu, Ward 9, Phu Nhuan District, HCMC

ID/Ownership registration:	**Issued on:**
Number of shares deposited:	
Number of shares not yet deposited:	
Total:	**No.:**

- **Agenda:** Other issues within the competence of the General meeting of shareholders according to regulations
- **Materials:** to be published on Eximbank website https://eximbank.com.vn/daihoidongcodong
- **Registration and confirmation of attendance:** For better preparation, please kindly confirm your attendance or authorization to attend the EGM by before 07/01/2023 with Eximbank Board's Office either at Floor 8, Vincom Center, 72 Le Thanh Ton, District 1, HCMC; or by phone to Tel No. (028) 3821 0056 (Ext: 133 or 155) / (028) 3827 9067; or by email to: vphdqt@eximbank.com.vn.

❖ ***Notes:***

1. Registration for AGM attendance:

a. In case of attending the EGM in person, individual shareholders or legal representative of institutional shareholders shall present the following papers:

i) Original legal documents of the attendee personally (*citizen identity card/identification card/passport/other lawful personal identification papers)*;

ii) For institutional shareholders: certified copy of the institution's legal documents (*business registration certificate/decision on establishment or equivalent documents)*;

iii) Original copy of this Meeting invitation.

Where attendees fail to present the original Meeting invitation, the registration for attendance shall be considered and handled by the Shareholder Qualification Examination Committee.

b. In case of attending the AGM by proxy, authorized persons (except for cases where such persons are members of Eximbank BoD/BoS) are required to present the following papers:

i) Original copy of this Meeting invitation;

ii) Original Power of attorney as enclosed with the Meeting invitation or other lawful authorization instruments with full information as required. Institutional shareholders may also use their own documents assigning/sending persons to the EGM;

iii) Original legal documents of the attendee personally;

iv) Where the authorizing person is an individual shareholder or an institutional shareholder, the proxy shall present certified copies of the legal documents of the individual shareholder; or eligible copies of the legal documents of the institutional shareholder respectively;

c. Sub-authorization: authorized persons as individuals shall not be allowed to sub-authorize and bear responsibility in the honesty of the authorization. In case of sub-authorization by an authorized institution, the person being sub-authorized shall present all papers specified in item b of this section, eligible copies of the legal documents of the authorized institution, and a lawful sub-authorization instrument with full details as required.

2. Shareholders or shareholder groups with 5% stake or more of Eximbank common shares are entitled to recommend issues to the EGM agenda. Such recommendations shall be sent in writing to Eximbank Board's Office no later than 3 business days prior to the EGM opening date and cover the issues set out in clause 5 Article 31 of Eximbank Charter.

Yours sincerely,

FOR BOARD OF DIRECTORS
CHAIRWOMAN

(signed and stamped)

Luong Thi Cam Tu

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Ho Chi Minh City, …… /……/……

POWER OF ATTORNEY

For attendance at the Extraordinary General Meeting of Shareholders to be held on 16/01/2023

1. **Mandator:**

Shareholder's name: ……

Individual's/Institution's legal document No.: …… issued by …….. on ……

Address/Headquarter: ……

No. of shares owned: …….. in words: ……

2. **Attorney:**

2.1. Name of individual/entity: ……

Individual's/Institution's legal document No.: …… issued by …….. on ……

Address/Headquarter: ……

No. of shares owned: …….. in words: ……

2.2. If not giving authorization to any individual/institution, shareholders may authorize **01 (one)** member of the Board of Directors or **01 (one)** member of the Board of Supervisors of Eximbank by ticking to a respective box hereunder and send to Eximbank Board's Office at the address: 8th Floor, Vincom Center, 72 Le Thanh Ton, Ben Nghe Ward, District 1, HCMC no later than 5 days before the EGM opening.

2.2.1. Board of Directors (BoD):

- Ms. Luong Thi Cam Tu - Board Chairwoman ☐
- Ms. Le Hong Anh - Board member ☐
- Mr. Nguyen Thanh Hung - Board member ☐
- Mr. Nguyen Hieu - Board member ☐
- Ms. Do Ha Phuong - Board member ☐
- Mr. Dao Phong Truc Dai - Independent Board member ☐

2.2.2. Board of Supervisors (BoS):

- Mr. Ngo Tony - Chief Supervisor ☐
- Ms. Pham Thi Mai Phuong - BoS member ☐
- Mr. Trinh Bao Quoc - BoS member ☐

3. **Details of authorization:**

3.1. To attend the Extraordinary General Meeting of Shareholders ("EGM") of Eximbank to be held on 16/01/2023.

3.2. To exercise the right of giving opinions and voting on all issues at the EGM to be held on 16/01/2023 corresponding to the number of shares owned by Mandator as regulated by law.

4. **Regulation on sub-authorization:**

4.1. Attorneys being individuals shall not sub-authorize any other persons to perform the tasks authorized in item 3 hereof.

4.2. Attorneys being institutions may sub-authorize or assign other individuals to act on their behalf to perform the tasks stated in item 3 hereof according to Eximbank regulations.

5. **Undertakings of Mandator and Attorney:**

5.1. Mandator undertakes that, at the time of preparing this Power of Attorney, all the shares stated above are under his/her lawful ownership and there is no dispute relating to the number of shares lawfully owned by him/herself; and further undertakes not to make any claims against the voting results and to take full responsibility in this authorization.

5.2. Attorney undertakes to duly and fully perform the authorized tasks and relevant regulations of Eximbank.

5.3. Mandator and Attorney engage in this Power of Attorney on totally voluntary basis and shall comply with relevant regulations of Eximbank when exercising shareholder's rights.

5.4. As may be deemed necessary in specific cases, Eximbank has, for the sake of objectivity and accuracy, full discretion to check and request for provision of additional documents relating to the shareholder, Mandator and Attorney and/or certification of competent agencies in respect of this authorization.

6. **Authorization period:**

This Power of Attorney becomes effective from its signing date and remains valid during the EGM of Eximbank to be held on 16/01/2023.

ATTORNEY	**MANDATOR**
(signature and full name in case of individuals; and signature of the duly authorized representative and stamp in case of institutions)	*(signature and full name in case of individuals; and signature of the duly authorized representative and stamp in case of institutions)*

Notes:

1. *In case of giving authorization to a BoD or BoS member: Mandator should send to the Board's Office the original and valid Meeting invitation and completed Power of Attorney as regulated.*
2. *In case of authorization by shareholders to individuals/entities to attend the AGM: shareholders and attorneys shall duly and fully follow the regulations set out in the Meeting invitation and this Power of Attorney.*