

Hanoi, dated 22/4/2025

**REGULATION ON
ORGANIZATION OF THE ANNUAL GENERAL MEETING OF
SHAREHOLDERS IN 2025
BOS SECURITIES JOINT STOCK COMPANY**

**CHAPTER I
GENERAL PROVISIONS**

Article 1: Scope of application

This Regulation is applied to the organization of the Annual General Meeting of Shareholders in 2025 (the "**General Meeting**") of BOS Securities Joint Stock Company.

This Regulation specifies the rights and obligations of the participants in the General Meeting, conditions and modes of conducting the General Meeting.

Article 2: Subjects of application

Shareholders, persons authorized by shareholders to attend the meeting and participants shall comply with the provisions of this Regulation.

**CHAPTER II
RIGHTS AND OBLIGATIONS OF THE PARTIES ATTENDING THE
GENERAL MEETING**

Article 3: Rights and obligations of shareholders or authorized representatives

3.1 Eligibility:

Being shareholders or authorized representatives in writing of shareholders named in the list of shareholders of BOS Securities Joint Stock Company on the closing date of the list of shareholders attending the General Meeting.

3.2 Rights of shareholders eligible to attend the General Meeting:

- Shareholders are authorized in writing according to the Company's form for their representatives to attend and vote at the General Meeting on their behalf. Authorized representatives of shareholders attending the General Meeting may not re-authorize others to attend the General Meeting.
- The Organizing Committee of the General Meeting has publicly announced the entire content of the General Meeting program. Shareholders/groups of shareholders who are eligible are entitled to propose issues to be included in the agenda of the General Meeting in accordance with the Law and the Company's Charter.

- Shareholders or authorized representatives of shareholders have the right to give their opinions on the contents of the General Meeting at the discussion section. Shareholders attending the General Meeting when wishing to express their opinions for discussion must be agreed and according to the arrangement of the Chairman, make a brief statement and focus on the key contents to be discussed, in accordance with the approved agenda of the General Meeting. Issues that have been addressed by the previous person are not restated to avoid duplication. In order to ensure the time and efficiency of the General Meeting, shareholders or authorized representatives of shareholders attending the General Meeting must register the contents of their intended speeches in the questionnaire and send them to the Secretariat of the General Meeting;
- Each shareholder or authorized person to attend the meeting when attending the General Meeting shall receive voting cards, voting papers or votes after registering to attend the General Meeting with the Shareholder Qualification Examination Committee and may vote on all matters under the competence of the General Meeting of Shareholders as prescribed in the Company's Charter. The number of voting shares is equal to the total number of shares owned and the number of shares of the authorized representative (if any). The number of votes allowed by shareholders is equal to the number of voting shares multiplied by the number of members of the Board of Directors to be elected;
- At the General Meeting, shareholders and authorized representatives of shareholders attending the General Meeting after hearing the report on the contents to be approved will discuss and approve each content in the form of voting under the management of the Presidium and the Vote Counting Committee. The election of additional members of the Board of Directors and the Board of Supervisors will be carried out in the form of secret voting and applying the method of accumulating votes, specified in the Regulation on Election of Members of the Board of Directors and members of the Board of Supervisors.
- Shareholders or authorized representatives of shareholders attending the General Meeting after the opening of the General Meeting, after completing the registration procedures, may attend and vote on the remaining unvoted contents according to the approved General Meeting program. In this case, the Chairman of the General Meeting is not responsible for stopping the General Meeting for shareholders to register and the validity of the contents voted by the General Meeting before the arrival of this shareholder is not affected.

3.3 *Obligations of shareholders when attending the General Meeting:*

- Each shareholder and shareholder representative when attending the General Meeting of Shareholders ("AGM") must bring the following:
 - For individual shareholders: Valid Citizen ID card or passport (original).
 - In case the shareholder is an individual authorizing another person to attend the

General Meeting of Shareholders, the authorized person must bring: Valid ID card or passport (original) and the Letter of Authorization according to the form of the Company.

- For institutional shareholders: A copy of the Business Registration Certificate/Establishment Decision (a copy with valid authentication); and the valid Citizen ID card or passport of the legal representative (the original).
 - In case the shareholder is an organization whose legal representative or authorized representative of the shareholder is an organization that has authorized another person to attend the General Meeting, this authorized person must bring: A copy of the Business Registration Certificate/Establishment Decision (a valid certified copy); valid Citizen ID card or passport of the authorized person; and Letter of Authorization according to the Company's form.
- Present all the above documents to the Shareholder Qualification Examination Committee and complete the procedures for registration to attend the General Meeting
 - During the General Meeting, shareholders must comply with the control of the Chairman of the General Meeting, behave in a civilized and polite manner, and not cause disorder;
 - Strictly abide by this Regulation, respect the results of work at the General Meeting.

Article 4. Rights and obligations of the Shareholder Qualification Inspection Board

4.1. The Shareholder Qualification Examination Committee is appointed by the Organizing Committee of the General Meeting.

4.2. The Shareholder Qualification Examination Committee shall examine the status of shareholders or authorized representatives of shareholders attending the General Meeting; Distribution of voting papers, election papers and documents related to the General Meeting; Report to the General Meeting on the results of the examination of the qualification of shareholders to attend the General Meeting before the General Meeting is officially conducted.

Article 5. Rights and obligations of the Chairman and Secretary of the General Meeting

5.1. The Organizing Committee of the General Meeting introduced the Chairman; The Chairman appoints the Secretariat of the General Meeting.

5.2. The decision of the Chairman of the General Meeting on the order, procedures or events arising outside the program of the General Meeting will have the highest effect.

5.3. The Chairman and the Secretary of the General Meeting have the right to take necessary measures to control the General Meeting in a reasonable and orderly manner

in accordance with the approved program, reflecting the wishes of the majority of shareholders.

5.4. The Chairman may request shareholders or authorized representatives to attend the General Meeting to be subject to inspection or such security measures as the Chairman deems appropriate. In case there are shareholders or authorized representatives who refuse to comply with the above-mentioned regulations on inspection or security measures, the Chairman may, after careful consideration, refuse or expel the above-mentioned shareholders or representatives from attending the General Meeting.

5.5. Without consulting the General Meeting, the Chairman of the General Meeting may at any time postpone the General Meeting to another time and at another location as the President determines, if it finds that:

- Acts of persons present obstructing or likely to obstruct the orderly development of the General Meeting;
- Or the delay is necessary for the work of the General Meeting to be carried out in a valid manner.
- The maximum postponement period shall not exceed three (03) days from the intended date of the opening of the General Meeting.

5.6. The Chairman has the right not to reply or only record the comments of shareholders if the contents of contributions and proposals are outside the content of soliciting opinions of the General Meeting.

5.7. The Secretariat has the task of fully and honestly recording all developments of the General Meeting in the Record of the General Meeting; Read the Record of the General Meeting and the Resolution of the General Meeting before the closing of the General Meeting; Receive questionnaires from shareholders and send them to the Chairman/Presidium; And perform other support work as assigned by the Chairman of the General Meeting/Presidium.

Article 6. Rights and obligations of the Vote Counting Committee

6.1. The Chairman of the General Meeting introduced the members of the Vote Counting Committee and collected opinions for approval in the form of holding up voting cards at the General Meeting and was approved with an oversold majority.

6.2. The vote counting committee has the following tasks:

- Supervise the voting and election of shareholders and shareholders' representatives attending the General Meeting.
- Summarize the number of voting votes corresponding to the number of voting shares according to each content; the number of votes for each candidate.
- Counting of votes and election papers and making records of counting votes and election votes and notifying the results of vote counting and election results before the

General Meeting.

CHAPTER III

CONDUCT THE GENERAL MEETING

Article 7. Conditions for conducting the General Meeting of Shareholders

The General Meeting of Shareholders is conducted when the number of shareholders/authorized representatives of shareholders attending the meeting represents more than 50% of the total number of voting shares according to the list of shareholders of BOS Securities Joint Stock Company made on the closing date of the List of shareholders attending the General Meeting.

Article 8. How the General Meeting is conducted

- 8.1.** The General Meeting was conducted through the General Meeting program.
- 8.2.** The General Meeting will in turn discuss and vote to approve the contents of the approved General Meeting program.
- 8.3.** Except for the case specified in Article 8.4 of this Regulation, the decisions of the General Meeting on matters in the agenda of the General Meeting shall be adopted when the number of shareholders representing more than 50% of the total voting shares of the shareholders and the authorized representatives of the shareholders present at the General Meeting approve it.
- 8.4.** Decisions of the General Meeting related to the amendment and supplementation of the Charter, types of shares and the number of shares to be offered, the merger, reorganization and dissolution of the Company, the purchase and sale of the Company's assets with a value of 35% or more of the total value of the Company's assets calculated according to the latest financial statements audit is approved when there are 65% or more of the total voting shares of shareholders and authorized representatives of shareholders present at the General Meeting for approval.
- 8.5.** All contents at the General Meeting must be recorded in the Record of the General Meeting by the secretary of the General Meeting. The Record of the General Meeting and the Resolution of the General Meeting of Shareholders shall be read and approved before the closing of the General Meeting and shall be kept in the Record book of BOS Securities Joint Stock Company.

CHAPTER IV

OTHER REGULATIONS

Article 9. In case the unsuccessful organization of the General Meeting

- 9.1.** In case the First General Meeting is not eligible to conduct a meeting as prescribed in Article 7 of this Regulation, the convening of the Second General Meeting shall be carried out within thirty (30) days from the date on which the First General Meeting is intended to be opened. The second general meeting is conducted when the number of shareholders attending the meeting represents 33% or more of the total

number of shares with voting rights.

9.2. In case the General Meeting is convened for the second time but still does not meet the conditions for conducting it under Clause 9.1 of this Article, the convening of the Third General Meeting shall be conducted within twenty (20) days from the date on which the Second General Meeting is intended to be opened. In this case, the General Meeting shall be conducted regardless of the number of shareholders attending the meeting and the proportion of voting shares of shareholders attending the meeting.

CHAPTER V

ENFORCEMENT TERMS

Article 10. Enforcement Terms

10.1 This Regulation consists of 5 chapters and 10 articles, which are read publicly before the General Meeting and take effect immediately after being voted and approved by the General Meeting.

10.2 This Regulation may be amended from time to time on the basis of the proposal of the Board of Directors of the Company and must be voted and approved by the General Meeting of Shareholders./.

**ON BEHALF OF GENERAL MEETING
OF SHAREHOLDERS**



Nguyễn Thanh Lê

