

*Hanoi, April 26, 2025*

**REGULATIONS**  
**On Organization of the 2025 Annual General Meeting of Shareholders**  
**of Vietnam Steel Corporation**

**Chapter I**

**GENERAL PROVISIONS**

**Article 1. Scope of application**

1. These regulations apply to the convening and organization of the 2025 Annual General Meeting of Shareholders (hereinafter referred to as the General Meeting or General Meeting of Shareholders, AGM) of Vietnam Steel Corporation (hereinafter referred to as the Corporation).

2. This Charter specifically stipulates the rights and obligations of shareholders, parties participating in the General Meeting, conditions and procedures for conducting the General Meeting of Shareholders.

**Article 2. Applicable subjects**

Shareholders or authorized representatives of shareholders and parties are entitled to attend the General Meeting of Shareholders.

**Chapter II**

**RIGHTS AND OBLIGATIONS OF SHAREHOLDERS**  
**AND PARTICIPANTS IN THE GENERAL MEETING**

**Article 3. Rights and obligations of common shareholders**

**1. Conditions of participation**

Shareholders are legal persons, natural persons or representatives of shareholders, groups of shareholders owning voting shares of the Corporation on the record date of shareholders entitled to attend the 2025 AGM of the Corporation (the record date is **March 26, 2025**).

**2. Rights of eligible shareholders when attending the General Meeting of Shareholders**

a) Vote on all matters within the authority of the General Meeting of Shareholders.

b) Authorize in writing a representative to attend and vote on his/her behalf at the General Meeting of Shareholders.

c) The Organizing Committee of the General Meeting of Shareholders will publicly announce the entire content and agenda of the General Meeting. All eligible shareholders are entitled to participate in giving opinions directly or through their authorized representatives on the content and agenda of the General Meeting of Shareholders. All opinions will be discussed at the General Meeting.

d) At the General Meeting of Shareholders, each shareholder or representative of a group of shareholders attending the General Meeting of Shareholders must bring the Meeting Invitation, Identification Documents (ID Card or Citizen Identification Card or Passport) and Authorization Letter (for shareholder representatives) to the Voter Eligibility Verification Committee and receive a Voting Card/Election Ballot with the voter code and the number of shares with voting rights.

The voting value of the Voting Card held by the shareholder or shareholder representative corresponds to the ratio of the number of voting shares that the person owns or represents according to the registration to attend the General Meeting of Shareholders over the total number of voting shares of the shareholders or shareholder representatives present at the General Meeting.

e) Shareholders and shareholder representatives attending the General Meeting of Shareholders, after hearing the report on the contents to be approved, will discuss and approve the contents by voting.

f) Shareholders have the right to express their opinions on the contents of the General Meeting at the discussion section by raising their hands to speak or writing questions on paper.

g) Shareholders who arrive late to the General Meeting have the right to register immediately, then have the right to participate and vote immediately at the General Meeting, but the Chairman is not responsible for stopping the General Meeting for shareholders to register and the validity of the votes that have been conducted will not be affected.

### 3. Obligations of common shareholders when attending the General Meeting

a) Participate or authorize participation in the General Meeting of Shareholders according to the regulations of the Corporation.

b) Comply with the provisions of this Regulation and the provisions of the 2020 Law on Enterprises.

c) Shareholders or shareholders' representatives attending the meeting must complete the registration procedures to attend the General Meeting with the General Meeting Organizing Committee.

d) Strictly comply with the regulations at the General Meeting of Shareholders and respect the results of the work at the General Meeting.

### **Article 4. Rights and obligations of the Voter Eligibility Verification Committee to attend the General Meeting**



1. The Voter Eligibility Verification Committee is nominated by the Board of Directors (BOD) of the Corporation.

2. The Voter Eligibility Verification Committee is responsible for receiving documents from shareholders attending the meeting; distributing documents and voting cards, ballots; and reporting to the General Meeting on the results of the shareholder qualification examination to attend the General Meeting.

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

1. The Chairman of the BOD shall chair the General Meeting of Shareholders; in case the Chairman of the BOD is absent, the remaining members of the BOD of the Corporation shall elect one of them to chair the General Meeting according to the majority principle.

The Chairman of the General Meeting may appoint a number of members of the BOD to participate in the conduct of the General Meeting of Shareholders.

2. The Chairman of the General Meeting shall appoint one or more persons to act as meeting secretaries.

3. The decision of the Chairman of the General Meeting on matters of order, procedures or events arising outside the agenda of the General Meeting of Shareholders will be of high judgment.

4. The Chairman of the General Meeting shall conduct such work as he or she deems necessary to conduct the General Meeting of Shareholders in a valid and orderly manner; or to enable the General Meeting to reflect the wishes of the majority of shareholders attending the meeting.

5. Without consulting the General Meeting, the Chairman of the General Meeting of Shareholders may at any time postpone the General Meeting to another time and at another location in the following cases:

a) Acts of attendees that obstruct or may obstruct the orderly conduct of the meeting;

b) The delay is necessary for the contents of the General Meeting to be conducted properly.

6. The Secretary performs support tasks as assigned by the Chairman of the General Meeting.

## **Chapter III**

### **PROCEEDINGS OF THE GENERAL MEETING**

#### **Article 6. Conditions for conducting the General Meeting**

The General Meeting of Shareholders is conducted when the number of shareholders/shareholder representatives attending the meeting represents more than 50% of the total number of shares with voting rights.

#### **Article 7. Method of conducting the General Meeting**

The General Meeting of Shareholders will be conducted in 01 (one) session and approve the contents with the following voting method:

1. Vote by raising the Voting Card when the Chairman of the Meeting proposes to vote to approve the following issues:

- a) Elect the Presidium; Elect the Vote Counting Committee;
- b) General Meeting agenda;
- c) Regulations on organizing the General Meeting;
- d) Approve reports and proposals:
  - Report of the BOD of Vietnam Steel Corporation at the 2025 AGM;
  - Report of the BOS of Vietnam Steel Corporation at the 2025 AGM;
  - Proposal regarding the settlement of salary and remuneration fund for managers in 2024 and salary and remuneration plan in 2025 of the BOD and BOS of Vietnam Steel Corporation;
  - Proposal regarding the approval of the separate and consolidated financial statements for the fiscal year 2024 of the Vietnam Steel Corporation, which have been audited, along with the profit distribution plan and fund allocations;
  - Proposal regarding the approval of the business and investment plan for 2025 of the Vietnam Steel Corporation;
  - Proposal regarding the selection of an auditing firm for the 2025 financial statements of Vietnam Steel Corporation;
  - Proposal regarding the dismissal and additional election of BOD members for the 2021-2026 term (*if any*);
  - Report regarding the approval of credit limit for 2025 of the parent company - Vietnam Steel Corporation;
  - Proposal regarding the approval of the development strategy of Vietnam Steel Corporation to 2030 and vision to 2035.
  - Other contents (if any)
- e) Regulations on Election of Additional Members of the BOD of Vietnam Steel Corporation for the 2021-2026 term;
- f) Minutes and Resolutions of the General Meeting;
- g) Other contents under the authority of the General Meeting of Shareholders (if any).

2. Elect members of the BOD by ballot when the Chairman of the Meeting proposes the election.



## Chapter IV

### CLOSING OF THE GENERAL MEETING

#### Article 8. Approval of resolutions of the General Meeting of Shareholders

1. The resolution of the General Meeting of Shareholders is passed if approved by shareholders representing 65% or more of the total votes of all shareholders attending the meeting, including:

- a) Type of shares and total number of shares of each type;
- b) Change of business line and field;
- c) Change of the management structure of the Corporation;
- d) Investment projects or asset sales greater than 35% of the total asset value recorded in the Corporation's most recent financial report;
- e) Reorganization and dissolution of the Corporation;

2. Other contents are approved by the General Meeting when approved by shareholders holding more than 50% of the total votes of all shareholders attending the meeting.

#### Article 9. Minutes of the General Meeting of Shareholders

1. All contents at the General Meeting of Shareholders must be recorded in the minutes of the General Meeting by the Secretary of the General Meeting.

2. The minutes of the General Meeting shall be read and approved before the closing of the meeting and shall be kept in accordance with the regulations of the Corporation.

## Chapter V

### IMPLEMENTATION PROVISIONS

#### Article 10. Implementation provisions

This regulation consists of 5 chapters and 10 articles, approved at the 2025 AGM of Vietnam Steel Corporation./.

**Recipient:**

- Shareholders of VNSTEEL;
- VNSTEEL BOD;
- VNSTEEL BOS;
- Save: Administration Office, HR Department, BOD.

**ON BEHALF OF THE BOARD OF  
DIRECTORS  
CHAIRMAN**



**Le Song Lai**