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RULES

**ORGANIZING THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
OF VIET NAM FINANCIAL INVESTMENT SECURITIES CORPORATION (“VISC”)**

CHAPTER I

GENERAL PROVISIONS

Article 1. Scope of application

These regulations apply to the organization of the 2025 Annual General Meeting of Shareholders of Viet Nam Financial Investment Securities Corporation.

Article 2. Content

These regulations specifically stipulate the rights and obligations of the parties participating in the General Meeting, the conditions and procedures for conducting the General Meeting.

Article 3. Subjects of application

Shareholders and participants of the General Meeting are responsible for complying with the provisions of this Regulation.

CHAPTER II

REGULATIONS FOR GENERAL MEETING PARTICIPANTS

Article 4. Regulations for shareholders attending the General Meeting

4.1. Conditions for attending the General Meeting:

All shareholders owning VISC shares according to the shareholder list finalized by Viet Nam Securities Depository and Clearing Corporation (“VSDC”) on **11/03/2025** or those duly authorized to attend.

4.2. Shareholders or authorized persons attending the Meeting must bring:

- Meeting invitation
- Citizen ID card/Passport (for individual shareholders)/Copy of Business Registration Certificate/Incorporation License (for organizational shareholders) registered with VSD
- Authorization letter (in case of authorization to attend the General Meeting)

(If the shareholder is an individual, the authorization document must be signed by that shareholder. If the shareholder is a legal entity, the authorization document must be signed and stamped by the legal representative of that entity. If the legal representative attends the General Meeting in person, no authorization document is required.)

- After presenting the necessary documents to the Board for Verification of Shareholder Qualifications, the shareholder, or their representative or authorized person attending the General Meeting, will receive a Voting Card and Voting Ballot (these documents will record the shareholder's code and the number of voting shares they hold). The value of the Voting Card and Voting Ballot corresponds to the ratio of the number of voting shares the shareholder owns or represents, as registered for the General Meeting, to the total number of voting shares held by all shareholders attending the General Meeting.
- 4.3. Shareholders may authorize a proxy in writing to attend and vote at the General Meeting on their behalf. However, the proxy may not delegate their authority to another person to attend the General Meeting.
- 4.4. Shareholders or authorized representatives attending the General Meeting (referred to as "Delegates") who wish to express their opinions must obtain consent from the Presidium. If the Presidium grants permission, the Delegate may speak briefly and focus on key issues that need to be discussed, in line with the approved agenda of the General Meeting. Delegates should avoid raising issues that have already been addressed by previous speakers to prevent duplication. Additionally, Delegates can document their comments on the Questionnaire, submit it to the Secretariat for collection, and then present it to the Presidium for consideration and response during the General Meeting, or receive a written response after the meeting (for topics not included in the agenda of the General Meeting).
- 4.5. Shareholders and proxy holders attending the Meeting are entitled to vote on all matters within the authority of the General Meeting as outlined in the Charter of Organization and Operation of VISC, except in cases where voting rights are restricted by law and/or the Company Charter.
- 4.6. Shareholders or authorized persons attending the General Meeting will discuss and approve the reported contents through a voting process after hearing the details to be approved.
- 4.7. During the General Meeting, Shareholders and Proxy Attendees must follow the Chairman's instructions and conduct themselves in a civilized and respectful manner. If a Shareholder or Proxy Attendee disrupts the meeting or compromises the safety of the participants, or violates these regulations, the Chairman has the authority to ask the disruptive individual to leave the General Meeting venue. In serious cases, the Chairman may also choose to postpone the General Meeting.
- 4.8. Shareholders and authorized persons who arrive after the General Meeting has commenced may attend and vote on the remaining agenda items after completing the registration procedures. This will not affect the validity of any votes that have already taken place.

Article 5. Regulations for the Chair and the Presidium

The Presidium consists of the Chairman of the Board of Directors and other members appointed by the Chairman.

Duties of the Presidium:

- Conduct the activities of the General Meeting according to the program approved by the General Meeting. Carry out necessary tasks so that the General Meeting takes place in an

orderly manner, reflecting the wishes of the majority of shareholders and shareholder representatives attending.

- Guide delegates and General Meeting discussion.
- Submit the draft and necessary contents for the General Meeting to vote.
- Respond to questions requested by the General Meeting.

Article 6. Regulations for the Shareholder Qualification Inspection Committee

The Board of Shareholders' Qualifications is nominated by the Company. The Board of Shareholders' Qualifications receives documents from Shareholders or Proxy holders attending the General Meeting to check their validity and compare them with the list of shareholders entitled to attend the meeting as of **11/03/2025**; Distributes documents, Voting Cards, and Voting Ballots. Reports to the General Meeting on the results of the shareholder qualification check before the General Meeting is officially held.

Article 7. Regulations for the General Meeting Secretariat

- 7.1. The Presidium nominated and introduced the General Meeting Secretariat.
- 7.2. The Secretariat performs tasks to assist the Presidium, including:
 - Record fully and honestly the contents of the General Meeting.
 - Assist the Presidium in announcing the draft Minutes and Resolutions of the General Meeting and the notice of the Presidium sent to shareholders when requested.
 - Receive the Delegate's questionnaire and submit it to the Presidium for consideration and response.

Article 8. Regulations for the Ballot Counting Committee

- 8.1. The Presidium introduced the Ballot Counting Committee and organized the vote collection for approval at the General Meeting.
- 8.2. The Counting Committee has the following duties:
 - Disseminate the Regulations on voting and election as assigned by the Presidium;
 - Conduct procedures and supervise the voting of Shareholders/authorized persons attending the General Meeting;
 - Summarize the number of voting shares for each content, vote and notify the results to the Presidium and the Secretariat of the General Meeting;
 - Answer delegates' questions about voting results as assigned by the Presidium.

CHAPTER III

CONDUCTING THE GENERAL MEETING

Article 9. Conditions for holding the General Meeting

The General Meeting is held when the number of shareholders attending the meeting represents at least 51% of the total number of voting shares according to the list of

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shareholders of Viet Nam Financial Investment Securities Corporation as finalized by Viet Nam Securities Depository and Clearing Corporation on **11/03/2025**.

Article 10. Order of the General Meeting

- 10.1. Delegates attending the General Meeting are expected to be polite.
- 10.2. Delegates attending the General Meeting must sit in the designated areas as specified by the Organizing Committee. Smoking is not permitted in the General Meeting room.
- 10.3. Private conversations and the use of mobile phones during the meeting are prohibited. Mobile phones should be turned off or silenced.

Article 11. Method of voting to approve issues at the General Meeting

All agenda items for the General Meeting must be approved through public voting by all shareholders or authorized representatives present. Voting Cards will be issued according to the number of shares owned or represented. Each shareholder or authorized person will receive one Voting Card, which will indicate their shareholder code, the number of shares entitled to vote (owned, represented, or authorized), and will bear the VISC seal.

11.1. Voting card: Printed on **white paper**, used to vote on the following contents:

- Approving the Regulations on organizing the 2025 Annual General Meeting of Shareholders;
- Through the composition of the Presidium of the General Meeting;
- Through the General Meeting Program;
- Through the composition of the Ballot Counting Committee;
- Approval of Minutes and Resolutions of the General Meeting.

11.2. Voting ballot: Printed on **yellow paper**, used to vote on the following contents:

- Report on the 2024 business results and the 2025 business plan from the General Director Board;
- Board of Directors' Report on Activities in 2024 and Operational Directions in 2025;
- Report from the Board of Supervisors on the Company's business results, as well as the performance of the Board of Directors and the General Director Board;
- Report on the results of the implementation of securities underwriting services;
- Report on the extension of debt purchase and sale, along with responsibilities of the previous Executive Board;
- Report on the approval of remuneration for the Board of Directors and the Board of Supervisors;
- Proposal to approve the Audited Financial Statements for 2024;
- Proposal for selecting an auditor for the 2025 financial statements;
- Proposal for profit distribution in 2024 and expected in 2025 ;
- Proposal for private offering of shares;

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Shareholders will cast their votes by raising the **VOTING CARD** and marking their choice on the card as follows: Agree, Disagree, or Abstain.

Article 12. Approval of Resolutions of the General Meeting of Shareholders

- 12.1. Resolutions from the General Meeting of Shareholders on amending and supplementing the Company Charter; reorganizing or dissolving the Company; investment projects or selling assets with a value of more than 35% of the total value of assets recorded in the Company's accounting books must be approved by shareholders representing at least 65% of the total number of shares with voting rights at the General Meeting.
- 12.2. Resolutions of the General Meeting of Shareholders on other issues in the agenda of the General Meeting shall be passed if agreed upon by shareholders representing at least 51% of the total number of shares with voting rights at the General Meeting.

CHAPTER IV

END OF GENERAL MEETING OF SHAREHOLDERS

Article 13. Minutes and Resolutions of the General Meeting of Shareholders

- 13.1. Minutes and Resolutions of the General Meeting of Shareholders must be completed and approved before the closing of the General Meeting.
- 13.2. Minutes and Resolutions of the General Meeting of Shareholders must be kept at Viet Nam Financial Investment Securities Corporation and disclosed in accordance with the provisions of law.

Article 14. Entry into force

This Charter consists of 14 (fourteen) Articles, is read publicly before the General Meeting of Shareholders and takes effect immediately after being voted and approved by the 2025 Annual General Meeting of Shareholders.

**On behalf of the Board of Directors
CHAIRMAN**

Nguyen Phuc Long

