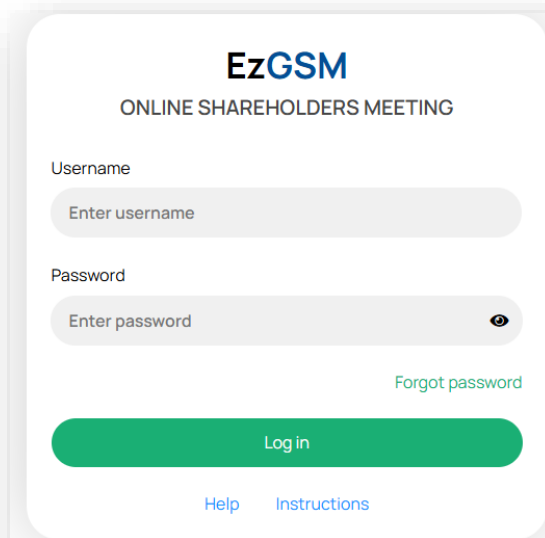


# ATTENDANCE GUIDE FOR PARTICIPATION IN 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS VIA THE ELECTRONIC VOTING SYSTEM SONG HONG GARMENT JOINT STOCK COMPANY

**SONG HONG GARMENT JOINT STOCK COMPANY** (MSH) would like to send to the esteemed shareholders/authorized representatives of shareholders (hereinafter collectively referred to as the “Attendees”) the *Guidelines for logging in, participating, voting, and electing through the EzGSM Virtual General Meeting of Shareholders and Electronic voting System* provided by FPT Securities JSC as follows:

## 1. Login to the Electronic voting System

To attend the 2025 Annual General Meeting of Shareholders of **Song Hong Garment Joint Stock Company**, delegates please access the website <https://ezgsm.fpts.com.vn> and log into the system using the information provided in the Invitation letter sent to the delegates.

The image shows a login interface for the EzGSM Online Shareholders Meeting. At the top, the logo 'EzGSM' is displayed in blue, with 'ONLINE SHAREHOLDERS MEETING' written below it. There are two input fields: 'Username' with a placeholder 'Enter username' and 'Password' with a placeholder 'Enter password' and an eye icon for toggling visibility. A 'Forgot password' link is located below the password field. A large green 'Log in' button is at the bottom. At the very bottom, there are links for 'Help' and 'Instructions'.

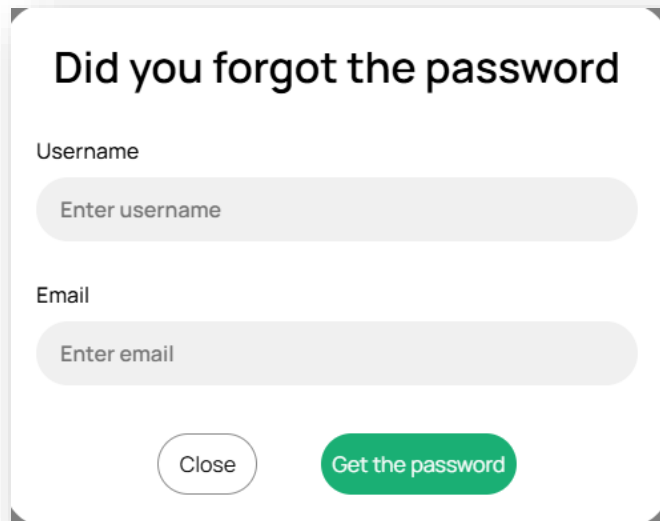
To use the English interface, delegates please click on the icon at the top left corner.



In case you forget your access password, delegates should click "**Forgot password**", enter your Username and email address (the email information based on the shareholder list dated March 25<sup>th</sup>, 2025, provided by the Vietnam Securities

Depository and Clearing Corporation (VSDC)). The access password will be sent to the delegate through the valid email address.

If the delegate has not deposited their shares or has deposited shares but has not registered an email address with the securities company where the MSH share deposit account is opened, please contact the organizers of the General Meeting as listed in the Invitation letter for assistance in recovering login information.



Did you forgot the password

Username

Enter username

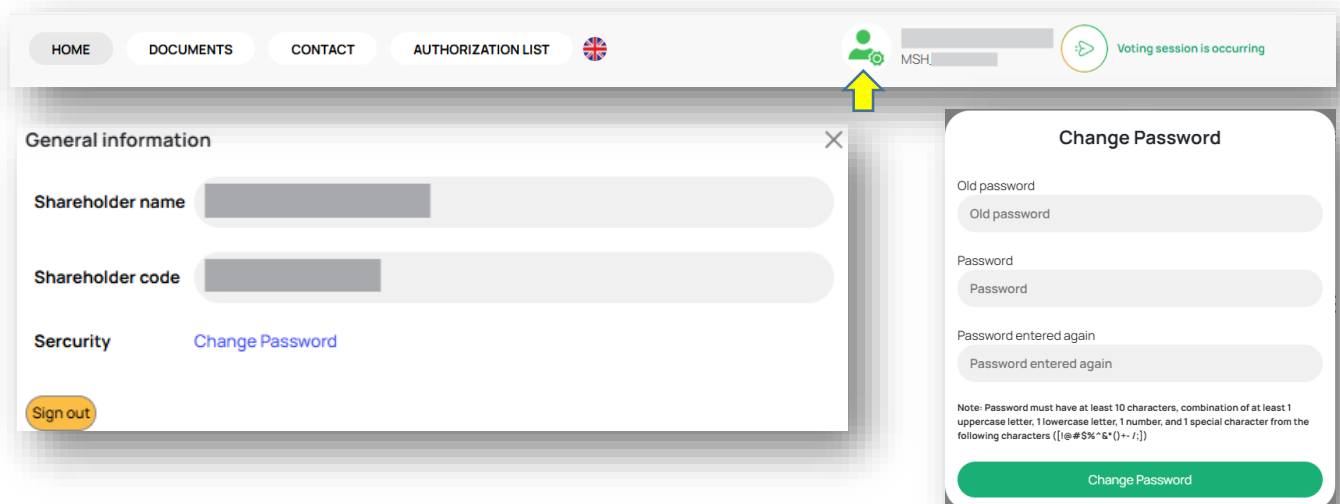
Email


Enter email



Close Get the password


## 2. Change Password

Song Hong Garment JSC recommends that delegates, upon receiving login information, including the username and password, access the system to change the login password in order to ensure information security (under the '**Change Password**' tab)



HOME DOCUMENTS CONTACT AUTHORIZATION LIST 


 MSH  Voting session is occurring

General information 

Shareholder name

Shareholder code

Security [Change Password](#)




**Change Password**

Old password

Password

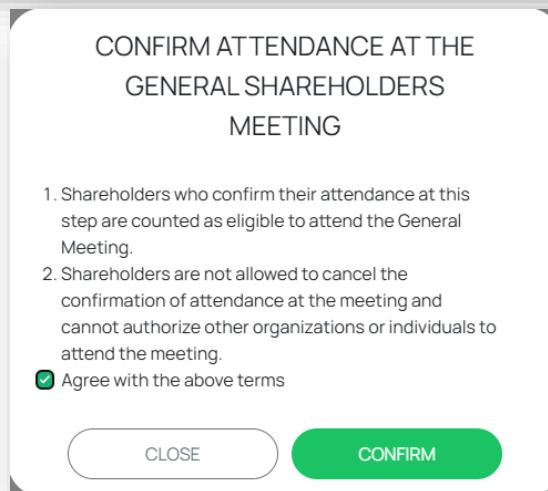
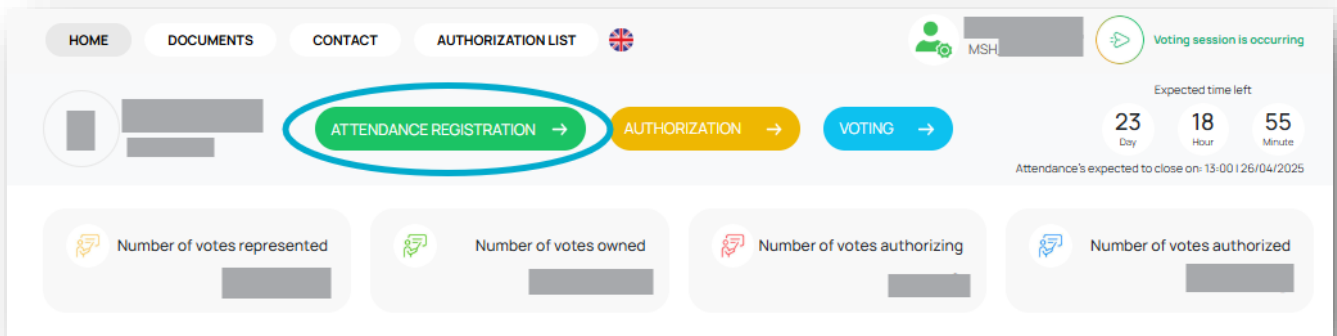
Password entered again

Note: Password must have at least 10 characters, combination of at least 1 uppercase letter, 1 lowercase letter, 1 number, and 1 special character from the following characters ([!@#\$%^&\*()~`-./:;])

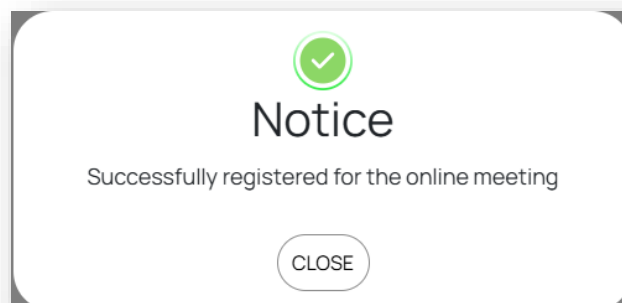


### 3. Confirm Attendance at the General Meeting

On the Home screen, delegates can check their personal information displayed and the status of the General Meeting. Delegates should click “Attendance registration”, then select “Agree with the above terms” and click the “**Confirm**” button to complete the registration for the meeting.



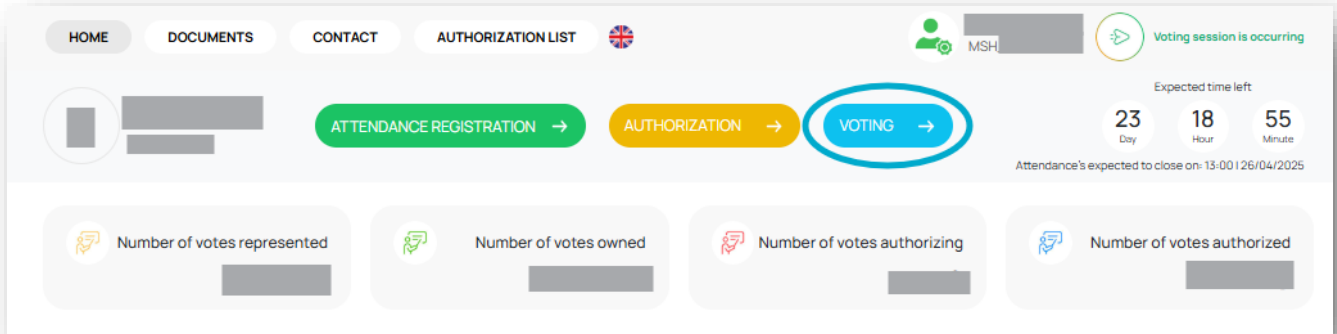
After clicking “**Confirm**”, the system will automatically send a notification to the delegate as follows:



## 4. Voting – Elections

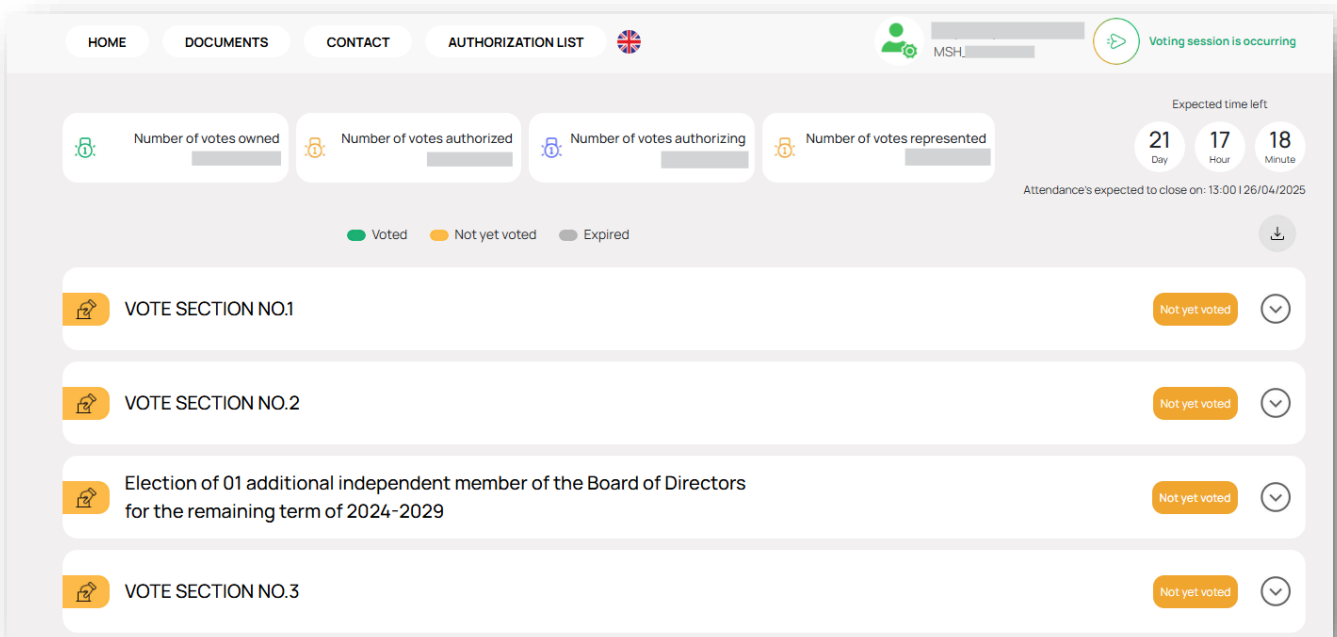
The Electronic voting System will officially open at **10:00 on April 10<sup>th</sup>, 2025**, and remain open until the Chairman announces the conclusion of the voting process or the adjournment of the 2025 Annual General Meeting of Shareholders, which will take place on **April 26<sup>th</sup>, 2025**.

Delegates should select the **“VOTING”** option to proceed with electronic voting on matters within the authority of the General Meeting of Shareholders.




At the 2025 Annual General Meeting of Shareholders of Song Hong Garment JSC, there will be **three (3) voting sections** and **one (01) election** according to the agenda of the meeting, which has been sent to the esteemed shareholders and published on the Company's website, specifically:

### a. Voting for approval the contents at the Meeting



## Vote Section No. 1:

VOTE SECTION NO.1

 Guide

Number of votes represented:

Select all

Voting

Content 01

Approval of the Vote Counting Committee

☐

Approve

☐

Disapprove

☐

Abstain

Content 02

Approval of the Agenda of the 2025 Annual General Meeting of Shareholders

☐

Approve

☐

Disapprove

☐

Abstain

Content 03

Approval of the Regulations on organizing and voting at 2025 Annual General Meeting of Shareholders

☐

Approve

☐

Disapprove

☐

Abstain

Content 04

Approval of Regulations on the nomination, candidacy, and election of the (additional) member of the Board of Directors for the 2024-2029 term

☐

Approve

☐


Disapprove

☐

Abstain

## Vote Section No. 2:

VOTE SECTION NO.2

 Guide

Number of votes represented:

Select all

Voting

Content 01

Approval of the Report on Board of Directors' activities in 2024, operation plan in 2025

☐

Approve

☐

Disapprove

☐

Abstain

Content 02

Approval of Report on the activities of the Independent Board Members in the Audit Committee at the 2025 Annual General Meeting of Shareholders

☐

Approve

☐

Disapprove

☐

Abstain

Content 03

Approval of Report of the General Director on the 2024 business performance and the 2025 plan

☐

Approve

☐

Disapprove

☐

Abstain

Content 04

Approval of the 2024 audited financial statements

☐

Approve

☐

Disapprove

☐

Abstain

Content 05

Approval of the 2024 profit distribution plan and the proposed dividend rate for 2025

☐

Approve

☐

Disapprove

☐

Abstain

Content 06

Approval of the Remuneration for the Board of Directors and the Board of Management in 2024 and the proposed remuneration for the Board of Directors and the Board of Management in 2025

☐

Approve

☐

Disapprove

☐

Abstain

VOTE SECTION NO.2

Guide

Number of votes represented:

Select all

Voting

Content 07

Approval of the Proposal regarding the selection of an independent auditing firm to audit and review the 2025 financial statements

Approve

Disapprove

Abstain

Content 08

Approval of the dismissal and election of one (01) additional independent member of the Board of Directors for the remaining term of 2024-2029

Approve

Disapprove

Abstain

Content 09

Approval of the Policy on transactions between the Company and related parties arising in 2025 until the next General Meeting of Shareholders in 2026

Approve

Disapprove

Abstain

Content 10

Approval of the Amendment and adjustment of the Company's business lines

Approve

Disapprove

Abstain

Content 11

Approval of the Plan to increase the Charter Capital in 2025 through the issuance of shares to raise equity capital from owner's equity (ratio of 2:1)

Approve

Disapprove

Abstain

### Vote Section No. 3:

VOTE SECTION NO.3

Guide

Number of votes represented:

Select all

Voting

Content 01

Approval of the Minutes of the 2025 Annual General Meeting of Shareholders

Approve

Disapprove

Abstain

Content 02

Approval of the Resolution of the 2025 Annual General Meeting of Shareholders

Approve

Disapprove

Abstain



About the voting content, delegates should tick one of the three options: **Agree**, **Disagree**, or **Abstain**, and then click "**Voting**". The system will record and save the voting results.

Guide

Number of votes represented:

Select all


Voting


Delegates have voted on the items at the General Meeting. Before the Chairman announces the conclusion of the voting period for each item, the voting results can be changed by pressing the button  then click  to allow the system to record the new voting result.


## b. Election of 01 additional independent member of the Board of Directors for the remaining term of 2024-2029


1. Voters may vote for a maximum number of candidates equal to the number of additional Board members to be elected (01 candidate).
2. If voting for one (01) candidate, the voters shall either check the "**Cumulative voting**" box for the selected candidate.
3. If the delegate does not vote for any candidate, please leave it blank, **do not select, and do not mark any symbol** in the "Number of votes" column for any of the candidates.


Election of 01 additional independent member of the Board of Directors for the remaining term of 2024-2029

 Guide

 Number of votes represented

 Elected members


 Number of voting rights



 Voting




Name ..... Cumulative voting ☐ Number of votes

## 5. Authorization


Shareholders who do not attend the General Meeting of Shareholders can authorize someone else to attend and vote on the issues in the meeting agenda. Shareholders can perform the authorization operation online by selecting as follows:


HOME DOCUMENTS CONTACT AUTHORIZATION LIST 


 MSH  Voting session is occurring


4 Friday April 2025   

Expected time left 21 Day 16 Hour 55 Minute  
Attendance's expected to close on: 13:00 12/04/2025

 Number of votes represented

 Number of votes owned

 Number of votes authorizing

 Number of votes authorized

Number of shares owned

Number of authorized shares

Number of shares received

Number of remaining shares

AUTHORIZED CONTENT AGREEMENT

The Authorized Party is entitled to represent the mandator to attend the meeting and perform all rights and obligations at the General Meeting of Shareholders related to the authorized shares.

This Power of Attorney is only valid during the time of the conference of .

We are solely responsible for this authorization and are committed to strictly abiding by the current provisions of .

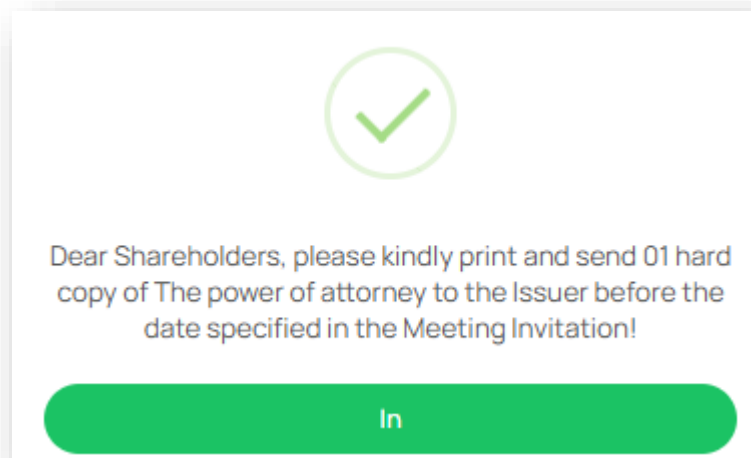
### Authorized Party

☒ Company Insider
☐ Other shareholders
☐ Other authorized recipients

+ Internal persons list

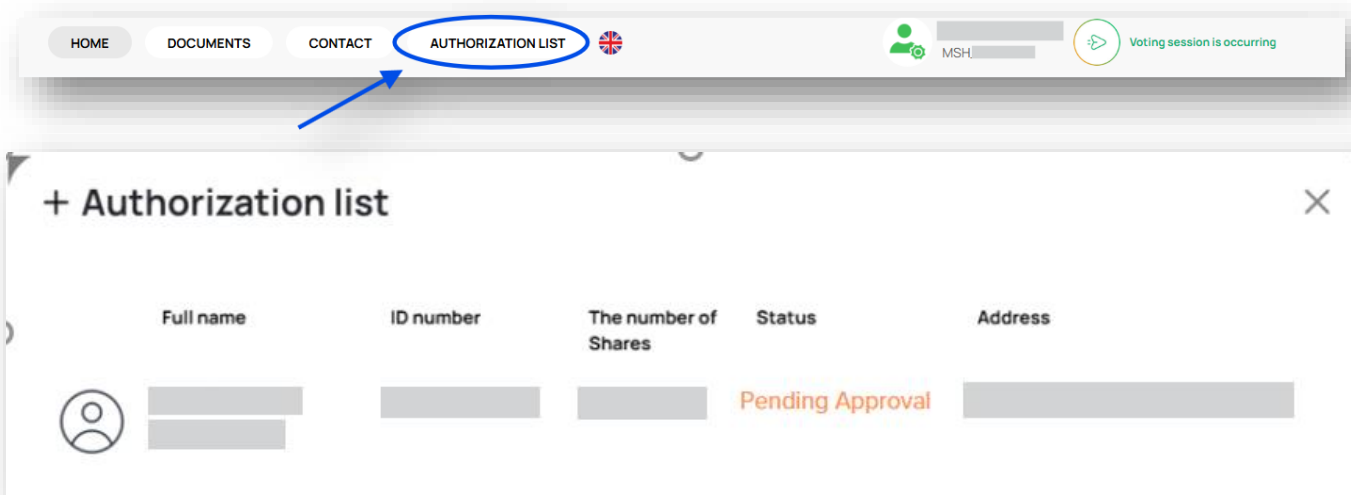
Full name	ID number	Nationality	Address
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Shareholders select to authorize either another shareholder or an authorized representative by checking the box next to the relevant option. Shareholders should fill in the required information and the number of shares to be authorized, then click **AUTHORIZATION →** to record the authorization in the system. The system will automatically send a notification to the shareholder as follows:



After performing the above action, the shareholder's authorization will be in 'Pending Approval' status. Shareholders may cancel the authorization or proceed to print The power of attorney form and send a hard copy to the contact address of the AGM organizing committee as specified in the meeting Invitation letter.

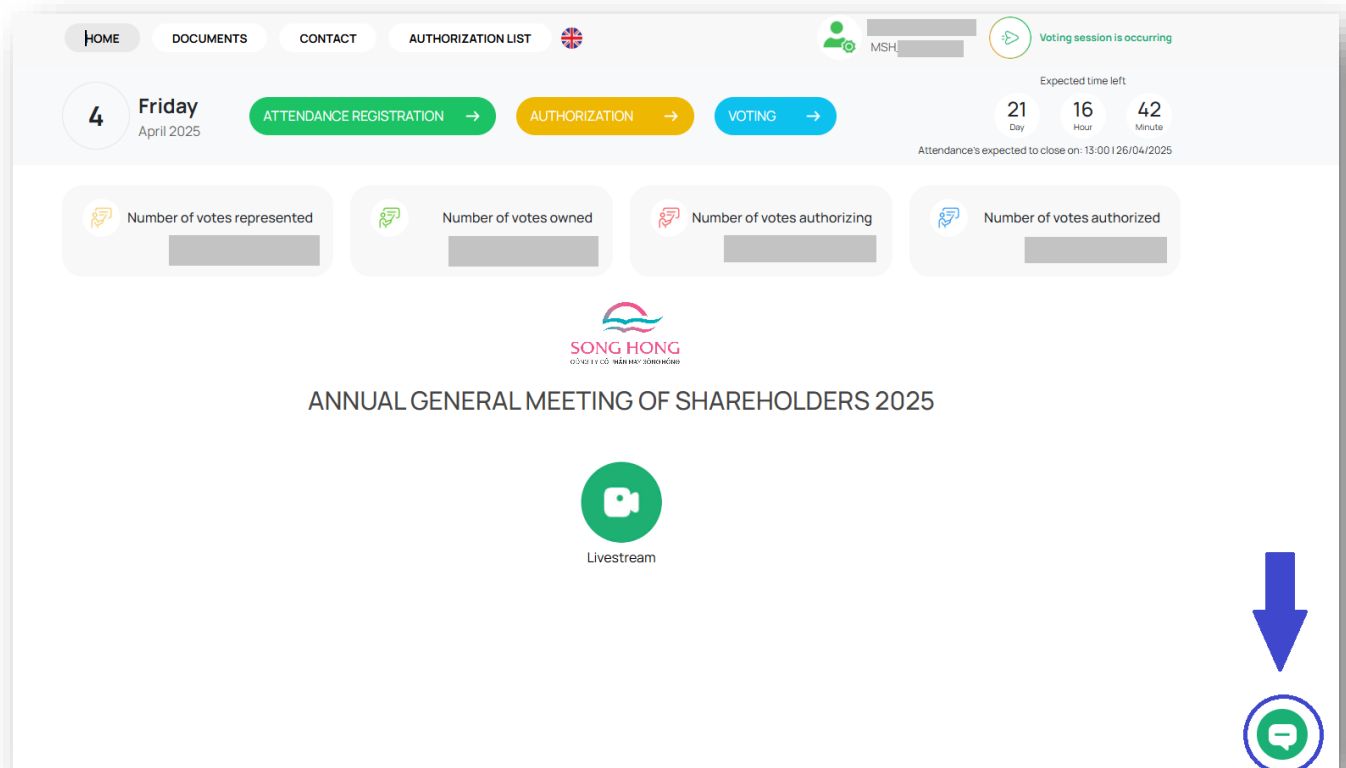


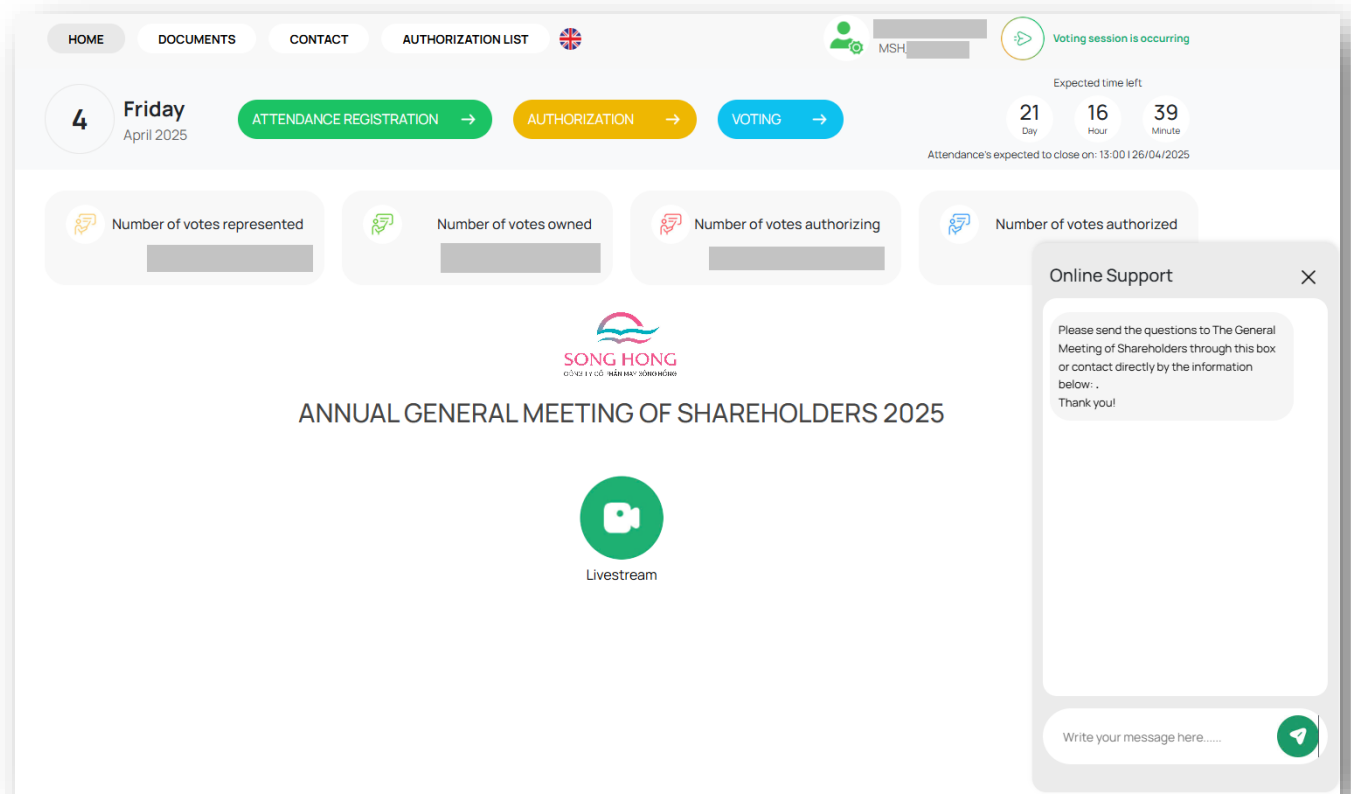


Upon receiving the valid power of attorney from the shareholder, the AGM organizing committee will proceed to approve the authorization and officially record the number of shares authorized to the authorized representative. Authorized shareholders can still access the system, but they do not have the right to vote or elect.

## 6. Discussion

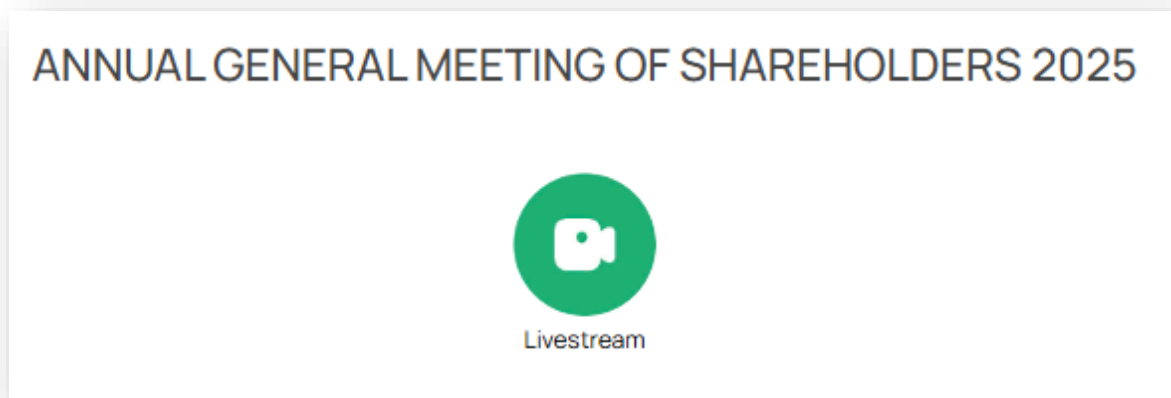
Delegates please submit discussion questions in the chat box located at the bottom right of the delegate interface or leave their contact information for the AGM organizing committee to reach out for assistance.





## 7. Other Features:

- **Livestream Feature:** On the day of the meeting, shareholders can follow the developments and proceedings of the General Meeting of Shareholders in real-time by clicking on the “Livestream” icon



- **Meeting Documents:** All documents related to the General Meeting of Shareholders are uploaded in the 'Documents' section on the EzGSM system. Shareholders can click on the '**DOCUMENTS**' tab and then select each document to view and download.



- **Contact:** Any inquiries or questions from delegates should be sent to the AGM organizing committee using the contact information provided in the '**CONTACT**' tab



## SONG HONG GARMENT JOINT STOCK COMPANY

