

VIET NAM BOOKS JOINT STOCK COMPANY

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

Hanoi, April 04, 2025

(Template)
INVITATION LETTER
THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

TO: DEAR SHAREHOLDERS

Address:

Legal document No.:

Nationality:

Phone number:

Shareholder code:

Number of shares owned:

The Board of Directors of Vietnam Books Joint Stock Company (stock code: VNB) respectfully invites shareholders to attend the 2025 Annual General Meeting of Shareholders ("AGMS"). The content is as follows:

1. **Time:** 8:30 a.m., Monday, April 28, 2025.

2. **Location:** 5th floor hall, SAVINA Building, 44 Trang Tien Street, Trang Tien Ward, Hoan Kiem District, Hanoi.

3. **Participants:** Shareholders owning VNB shares according to the List of securities owners finalized by Viet Nam Securities Depository and Clearing Corporation on March 27, 2025.

4. **Meeting format:** Shareholders will attend the 2025 Annual General Meeting of Shareholders online and vote electronically to ensure and create favorable conditions for all Shareholders to attend the General Meeting and vote remotely.

5. **Program and documents of the General Meeting:** Shareholders can access the Company's website at the following address: <http://www.savina.com.vn>, Shareholder Relations section.

6. **How to participate in the online General Meeting and vote electronically:**

- Shareholders need to have one of the following devices: personal computer/tablet/smartphone with internet connection to be able to attend the online General Meeting of Shareholders.

- Shareholders access the website: savina.bvote.vn to attend the General Meeting and vote remotely via electronic voting:

* **Username (ID card No./Citizen ID card No./Business registration No./Foreign investor code):**

.....

* **Password: or OTP code sent to shareholder's phone number.**

Note: Shareholders are responsible for keeping their username, password and other identification factors provided by the Company confidential to ensure that only Shareholders have the right to use the Login Account.

- In case the Shareholders authorize another person to attend the General Meeting of Shareholders, the Shareholders are requested to send the Power of Attorney according to the form to the address: Administration Department - Vietnam Books Joint Stock Company - SAVINA Building, No. 44 Trang Tien Street, Trang Tien Ward, Hoan Kiem District, Hanoi. Shareholders can also send a scanned copy of the Power of Attorney and use the email registered with the Viet Nam Securities Depository and Clearing Corporation (VSDC) to email it to the Meeting Organizing Committee at the email address: info@savina.com.vn. The deadline for submitting the Power of Attorney is no later than 5:00 p.m. on April 25, 2025 so that the Company can issue an account and access code to the authorized person to attend the General Meeting.

For any information related to the General Meeting, Shareholders or authorized persons attending the General Meeting are requested to contact the following phone number (+84-24) 38257857 - Hotline: 0904. 344499 (Ms. Nguyen Thuy Hang) for guidance and answersp.

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

Stamp: CÔNG TY CỔ PHẦN SÁCH VIỆT NAM C.T.C.P. LE THANG LONG



SOCIALIST REPUBLIC OF VIETNAM

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POWER OF ATTORNEY¹

TO ATTEND THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
VIET NAM BOOKS JOINT STOCK COMPANY

(For individuals)

To: Organizing Committee of General Meeting of Shareholders - Vietnam Books Joint Stock Company

Today, dated...../...../ 2025, at

My name is:

ID card/Citizen ID card/Passport No.:.....Date of issue:

Place of issue:

Address:

I currently own: shares of your company.

I make this power of attorney to authorize:

Mr./Ms.:.....

ID card/Citizen ID card/Passport No.:.....Date of issue:

Place of issue:

Address:

Mr./Ms..... is the representative of..... my shares, on my behalf, to attend the 2025 Annual General Meeting of Shareholders of Vietnam Books Joint Stock Company to exercise the rights and obligations of a shareholder with the authorized shares according to the provisions of law.

This power of attorney is only valid during the 2025 Annual General Meeting of Shareholders of Vietnam Books Joint Stock Company.

The Attorney

(Sign and write full name)

The Principal

(Sign and write full name)

¹ The authorized person must present his/her ID card/Citizen ID card/Passport along with a sample Power of Attorney issued by the Company or a valid notarized/certified Power of Attorney from a competent authority/organization. In any case without a valid Power of Attorney, the authorized person is not entitled to attend the General Meeting of Shareholders.

SOCIALIST REPUBLIC OF VIETNAM

Independence - Freedom – Happiness



POWER OF ATTORNEY ¹

TO ATTEND THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

VIET NAM BOOKS JOINT STOCK COMPANY

(For organizations)

To: Organizing Committee of General Meeting of Shareholders - Vietnam Books Joint Stock Company

Today, dated...../...../ 2025,

Name of organization:

Represented by:..... Position:

Business Registration Certificate No.: Date of issue:

Place of issue:

Address:

We currently own:(In words.....) shares of your Company.

I make this power of attorney to authorize:

Mr./Ms.:

Position:

ID card/Citizen ID card/Passport No.:.....Date of issue:

Place of issue:

Address:

Mr./Ms..... is the representative of our shares, on our behalf attending the 2025 Annual General Meeting of Shareholders of Vietnam Books Joint Stock Company to exercise the rights and obligations of shareholders with the authorized shares according to the provisions of law.

This power of attorney is only valid during the 2025 Annual General Meeting of Shareholders of Vietnam Books Joint Stock Company.

The Attorney

(Sign and write full name)

The Principal

(Sign and write full name)

¹ The authorized person must present his/her ID card/Citizen ID card/Passport along with a sample Power of Attorney issued by the Company or a valid notarized/certified Power of Attorney from a competent authority/organization. In any case without a valid Power of Attorney, the authorized person is not entitled to attend the General Meeting of Shareholders.

Handwritten signature/initials.

2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

VIET NAM BOOKS JOINT STOCK COMPANY

PROJECTED GENERAL MEETING PROGRAM

Time: 8:30 a.m., Monday, April 28, 2025

Location: 5th floor hall, SAVINA Building, No. 44 Trang Tien Street, Trang Tien Ward, Hoan Kiem District, Hanoi City (Enter gate No. 1 Dinh Le Street, Hoan Kiem District, Hanoi)

Time	Detailed content
8:30 a.m. – 9:00 a.m.	- Check shareholder eligibility through the online General Meeting system
09:00 a.m – 09:20 a.m	- Declare the reason and introduce the Shareholders
	- Report on shareholder eligibility verification results
	- Introduce the Presidium and Chairman of the meeting
	- Appoint the Secretariat and elect the Vote Counting Committee
09:20 a.m – 09:40 a.m	- Approve the General Meeting program
	- Approval of the Regulations on organizing the 2025 Annual General Meeting of Shareholders
09:40 a.m – 10:00 a.m	Presenting Reports and Statement at the General Meeting
	1. The Board of Directors' Operation Report (“BOD”)
	2. Board of Directors' Statement on business situation in 2024 and business plan in 2025.
	3. Report on the Operation of the Board of Supervisors (“BOS”).
	4. Statement on financial situation in 2024 according to audited financial statements.
	5. Statement on the plan to use accumulated after-tax profits in 2024.
	6. Statement for approval of remuneration for members of the Board of Directors and Board of Supervisors.
	7. Statement for approval of list of independent auditing companies.
10:00 a.m – 10:30 a.m	8. Other issues under authority (if any).
	Exchange and discuss.
10:30 a.m – 11:00 a.m 11:00 a.m – 11:10 a.m	Instructions for voting and conducting voting to pass the contents of the General Meeting.
	Vote counting.
	Announcing the results of vote counting.
11:10 a.m – 11:30 a.m	- The Secretariat reads the Minutes of the General Meeting. - The General Meeting voted to approve the General Meeting Minutes. - Closing of the General Meeting.

ORGANIZING COMMITTEE

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2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
VIET NAM BOOKS JOINT STOCK COMPANY

Hanoi, April 04, 2025

**REGULATIONS ON THE ORGANIZATION AND OPERATION
OF THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
("REGULATIONS")**

**CHAPTER I
GENERAL PROVISIONS**

Article 1: Scope and subjects of application

- 1.1 These Regulations apply to the organization of the 2025 Annual General Meeting of Shareholders (hereinafter referred to as the "**General Meeting**" or "**AGMS**") of Vietnam Book Joint Stock Company (hereinafter referred to as the "**Company**");
- 1.2 These regulations specifically stipulate the rights and obligations of shareholders, authorized persons attending the meeting and parties participating in the General Meeting, conditions and procedures for conducting the General Meeting;
- 1.3 Shareholders, authorized persons attending the meeting and participating parties are responsible for complying with the provisions of this Regulation.
- 1.4 Shareholders owning shares of the Company in the list of shareholders prepared by the Vietnam Securities Depository and Clearing Corporation on March 27, 2025 have the right to attend the General Meeting.

**CHAPTER II
RIGHTS AND OBLIGATIONS OF PARTICIPANTS OF THE GENERAL MEETING**

Article 2: Rights and obligations of shareholders or authorized representatives of shareholders

2.1. Rights of shareholders and shareholders' authorized representatives:

- a. All shareholders of the Company have the right to attend and vote on matters within the authority of the General Meeting of Shareholders.
- b. In case of being unable to attend the General Meeting, shareholders can authorize another person to attend and vote on issues within their authority. The authorization must be made in writing according to the Company's form or according to the provisions of civil law with full legal signatures of the Principal and the Attorney.
- c. Shareholders attending the online General Meeting (attending the General Meeting remotely) shall comply with the following regulations:
 - Pursuant to Point c, Clause 3, Article 144 of the Law on Enterprises 2020, shareholders who attend and vote online are also considered as shareholders who attend the General Meeting in person. Therefore, shareholders who log in to the Company's online meeting/voting system are considered as shareholders attending the General Meeting and the voting results are also valid as shareholders who vote directly at the General Meeting.
 - Shareholders who attend the online General Meeting must log in to the Company's system at: *savina.bvote.vn* to attend the General Meeting and vote on issues at the General Meeting. Shareholders can log in through the following forms:

- ✓ Use login code (ID) and OTP code to log into the system;
 - ✓ Use the login code (ID) and password in the invitation letter to log in to the system;
 - + Shareholder login code (ID) is: Identity card number; Citizen identification card number; Enterprise code; Foreign investor code.
 - + After the shareholder logs into the system, the OTP code is sent to the shareholder's phone number or the phone number of the authorized person.
 - + In case the shareholder changes the phone number, please contact the Company to update the new phone number
 - + In case a shareholder changes personal information, please contact the Depository Member where the shareholder opened an account to update. For shareholders who have not yet registered, please contact the Company to update.
- d. Shareholders attending the online General Meeting vote through the online voting system.
- e. Shareholders who log in to the system to attend the online General Meeting late still have the right to participate and vote at the General Meeting if it is still within the voting period and the validity of previously conducted votes will not be affected.
- 2.2. Obligations of shareholders**
- a. Shareholders attending the Meeting must wear polite and formal attire.
 - b. Fully participate in the General Meeting of Shareholders according to the Company's regulations. In case of inability to attend, you must authorize another person to attend the meeting according to the Company's instructions;
 - c. Shareholders or shareholder representatives attending the meeting must complete the procedures to log in to the online General Meeting attendance system;
 - d. Comply with the conditions and procedures specified in the Company Charter and this Regulation;
 - e. Have an obligation to keep the name, password, and OTP code that the Company provides to shareholders confidential;
 - f. Strictly comply with the Working Regulations at the General Meeting, respect the working results at the General Meeting.

Article 3: Shareholder Qualification Review Board

The Shareholder Qualification Review Board established by the the General Meeting's Organizing Committee is responsible for:

- Make a list of shareholders attending the General Meeting
- Check the validity of shareholders attending the online General Meeting.
- Check the validity of the shareholder's Power of Attorney to attend the General Meeting.
- Prepare a shareholder qualification verification report to report to the General Meeting.

Article 4: Vote Counting Committe

- 4.1 The vote counting committee consists of one (01) Head and members proposed by the Chairman and approved by the General Meeting of Shareholders to conduct the vote counting.
- 4.2 The vote counting committee is responsible for providing guidance on how to vote, guiding shareholders in online voting, checking and supervising the voting, organizing the vote counting, making the Minutes and announcing the vote counting results before the General Meeting, then submitting the Minutes to the Chairman of the General Meeting.
- 4.3 Shareholders attending the General Meeting and voting online will have their voting results recorded by the system at the end of voting for each content of the General Meeting or at the end of voting. Shareholders are responsible for the voting results when they have logged in

- with the ID and OTP code/Password provided by the Company.
- 4.4 If a shareholder who participates online is disconnected before the voting ends, the contents that the shareholder has voted on will be recorded and the contents that have not been voted on will not be counted when counting votes. In case the shareholder reconnects, the shareholder can continue to vote on the contents that have not been voted on.
- 4.5 The Head of the vote counting committee reports the vote counting results to the General Meeting;
- 4.6 The vote counting committee has the right to establish a support unit to complete the Committee's tasks and is responsible for the accuracy and honesty of the announced vote counting results.

Article 5: Rights and obligations of the Chairman, Presidium and Secretary

- 5.1 The Chairman of the Board of Directors chairs the General Meeting or authorizes a member of the Board of Directors to chair the meeting convened by the Board of Directors.
In case the Chairman of the Board of Directors is absent or unable to conduct the meeting or due to force majeure, the remaining members of the Board of Directors shall elect one of them as Chairman of the General Meeting according to the majority principle. In case the Board of Directors cannot elect a Chairman, the Head of the Board of Supervisors shall direct the General Meeting to elect a Chairman of the meeting and the person with the highest number of votes shall be the Chairman of the meeting;
- 5.2 The Chairman's decision on matters of order, procedure or events arising outside the program of the General Meeting shall be final.
- 5.3 The Chairman has the right to take necessary and reasonable measures to conduct the meeting in an orderly manner, in accordance with the approved program and reflecting the wishes of the majority of the meeting attendees.
- 5.4 The Chairman has the right not to answer or only acknowledge shareholders' comments if the content of comments and recommendations is outside the content of the General meeting's comments.
- 5.5 The Presidium includes a number of members of the Board of Directors and management staff of the Company appointed by the Chairman. The Presidium performs a number of tasks to support the Chairman in running the General Meeting of Shareholders.
- 5.6 The Chairman shall appoint one or more Secretaries to the General Meeting of Shareholders. The Secretary shall be responsible for preparing the Minutes of the General Meeting and performing other supporting tasks as assigned by the Chairman and the Presidium. The Secretary may have one or more assistants.

CHAPTER III

PROCEDURE FOR CONDUCTING THE GENERAL MEETING

Article 6: Conditions for holding the General Meeting

- 6.1 The General Meeting is conducted when the number of shareholders logged in to attend the online General Meeting represents more than 50% of the total votes.
- 6.2 In case more than 60 minutes have passed since the opening time of the General Meeting stated in the meeting program sent to shareholders, but the number of shareholders logging in to attend the online General Meeting is not enough 50% of the total number of votes, the meeting is considered not eligible to proceed;
- 6.3 In case the General Meeting is not eligible to proceed according to the above provisions, the

convening and conducting of the next General Meeting will be carried out according to the provisions of the Company Charter and the Law on Enterprises.

Article 7: Conducting the General Meeting

- 7.1 The General Meeting will take place in accordance with the order of the program content approved by the General Meeting;
- 7.2 The General Meeting will in turn discuss and approve the contents of the General Meeting program in the form of online voting.
- 7.3 In case the General Meeting creates new voting contents or adjusts the contents of the General Meeting program, shareholders who have voted on the online system but at the time of voting do not log into the system will be considered as shareholders who did not participate in voting on that content.
- 7.4 The General Meeting closes after the Minutes of the General Meeting are approved.

Article 8: Approval of the Resolution of the General Meeting

- 8.1 Resolutions of the General Meeting are passed when approved by shareholders holding more than 50% of the total votes of all shareholders attending the meeting;
- 8.2 Resolutions on the following issues are approved when approved by shareholders representing 65% or more of the total votes of all shareholders attending the meeting:
 - a. Types of shares and total number of shares of each type;
 - b. Change of industry, profession and business field;
 - c. Changes in the Company's structure and management organization;
 - d. Investment projects or sale of assets with a value equal to or greater than 35% of the total asset value recorded in the Company's most recent financial statements;
 - e. Reorganization or dissolution of the Company;

Article 9: Express opinions at the General Meeting

- 9.1. Shareholders attending the meeting who wish to express their opinions must obtain the consent of the Chairman of the General Meeting. Shareholders should speak briefly and focus on the key issues to be discussed, in accordance with the approved program of the General Meeting. The Chairman of the General Meeting will arrange for shareholders to speak in the order of registration, and at the same time answer shareholders' question;
- 9.2. Shareholders attending online can speak and give comments to the General Meeting through the image and sound system connected to the General Meeting 's Organizing Committee or through the chat screen with the General Meeting's Secretariat.

Article 10: Minutes of the General Meeting

- 10.1. The content of the General Meeting is recorded in the Minutes. The Chairman and Secretary or other person signing the Minutes of the meeting shall be jointly responsible for the accuracy and truthfulness of the Minutes of the General Meeting.
- 10.2. The minutes of the General Meeting must be published before the General Meeting and approved by the General Meeting before the closing of the General Meeting;
- 10.3. Minutes of the General Meeting, Minutes of shareholder qualification verification, Minutes of vote counting and other documents recording the proceedings and results of the General Meeting must be kept at the Company's head office;
- 10.4. Minutes of the General Meeting of Shareholders must be published on the Company's website within twenty-four (24) hours from the date the General Meeting of Shareholders ends;
- 10.5. The Minutes of the General Meeting are the basis for issuing Resolutions of the General Meeting.

Article 11: Effectiveness of the Regulations

This Regulation consists of 3 Chapters, 11 Articles and is applied to the Company's 2025 Annual General Meeting of Shareholders, is effective immediately after being voted and approved by the General Meeting.

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



LE THANG LONG



[Handwritten signatures]

**2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
VIET NAM BOOKS JOINT STOCK COMPANY**

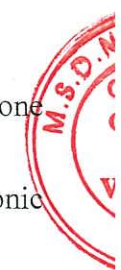
Hanoi, 04 April 2025

**GUIDELINES
FOR SHAREHOLDERS TO ATTEND THE MEETING
2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

Dear: SHAREHOLDERS

**VIETNAM BOOKS JOINT STOCK COMPANY HEREBY INFORMS AND GUIDES
SHAREHOLDERS TO ATTEND THE 2025 ANNUAL GENERAL MEETING OF
SHAREHOLDERS ONLINE, AS FOLLOWS:**

- 1. Time of the General Meeting:** 08:30 a.m. on April 28, 2025 (Monday).
 - 2. Location:** 5th floor hall, SAVINA Building, No. 44 Trang Tien Street, Trang Tien Ward, Hoan Kiem District, Hanoi.
 - 3. Website publishes information, documents and instructions for attending the General Meeting:** <http://www.savina.com.vn>, Investor Relations section
 - 4. Meeting format:** Shareholders will attend the 2025 Annual General Meeting of Shareholders in the form of: **online and electronic voting.**
 - 5. How to attend the General Meeting online and vote electronically:**
 - Shareholders need one of the following devices: personal computer/laptop/tablet/smartphone with internet connection to be able to attend the online General Meeting of Shareholders.
 - Please visit the website: savina.bvote.vn to attend the Meeting and vote remotely via electronic voting:
 - Time for logging in and voting electronically: From 08:00 a.m. on April 28, 2025 until the General Meeting ends voting.
 - Login method:
 - * **Username:** (is the shareholder's ID card number/Citizen ID card number/Business registration number/Foreign investor code)
 - * **Login Password:** (sent in the meeting invitation or OTP code sent to the shareholder's phone number)
- Please note:**
- ✓ Shareholders are responsible for keeping their username, password and other identification factors provided by Vietnam Books Joint Stock Company confidential to ensure that only shareholders have the right to use the Login Account.
 - ✓ In case a Shareholder authorizes another person to attend the General Meeting of Shareholders, the Login Name is the ID card number/Citizen ID card number/Business registration number of the authorized person and the OTP code will be sent to the mobile phone number of the authorized person.



**2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
VIET NAM BOOKS JOINT STOCK COMPANY**

- ✓ *Use one of the browsers Chrome, Firefox, Coc Coc, Safari, etc. on your computer or phone for the system to work most effectively.*

6. How to interact between Shareholders and the General Meeting:

- Shareholders can send their opinions to the General Meeting Organizing Committee via chat on the Shareholder's screen from 08:00 a.m. on April 28, 2025 until the General Meeting ends the discussion.

- Shareholders can express their opinions through the audio and visual interface (*Shareholder terminals equipped with cameras*) from the time the General Meeting begins the discussion until the end of the discussion. When a Shareholder wishes to express his/her opinion, the Shareholder sends a message: "I have an opinion" on the chat screen to the Secretary of the General Meeting. The Chairman of the General Meeting is the person who decides to invite Shareholders to express their opinions.

7. How to vote electronically:

- For the Opening and Closing sections: *Vote to elect the Presidium; Vote to elect the Vote Counting Committee; Vote to approve the content and regulations of the General Meeting; Approve the minutes and Resolution of the meeting, etc.* Please choose 01 (one) of 02 (two) options: Either "Agree", or "Disagree" and click the "Submit vote" button to complete the voting.

- For the content and statements: please choose 01 (one) of 03 (three) options: Either "Agree", or "Disagree" or "No opinion" and click the "Submit vote" button to complete the vote.

- Shareholders cannot change the voted plan if it has been successfully submitted to the system.

- Shareholders logging into the system after the opening of the General Meeting: Shareholders have the right to participate and vote on the contents that have not been voted on. The Chairman is not responsible for stopping the General Meeting to allow late shareholders to register and the validity of previously conducted votes will not be affected.

- For Shareholders who voted before the opening date of the General Meeting and on the day of the General Meeting, if that Shareholder cannot attend the General Meeting (online),:

- ✓ *the Content that was voted on will remain valid if that content does not change.*
- ✓ *Re-vote if the content or statement is changed by the General Meeting.*
- ✓ *In case the Shareholder does not vote again, the Shareholder's shares will not be counted in the number of votes participating in the vote.*

- Any content that the shareholder does not choose will not be counted.

8. General provisions:

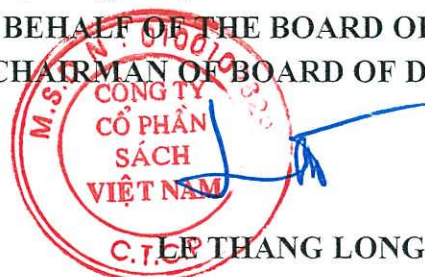
- Shareholders are responsible for keeping their username, password and other identification factors provided by Vietnam Books Joint Stock Company confidential to ensure that only shareholders have the right to use the Login Account.



**2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
VIET NAM BOOKS JOINT STOCK COMPANY**

- For any information related to the General Meeting, Shareholders or authorized persons attending the General Meeting are requested to contact the following phone number (+84-24) 38257857 - Hotline: 0904. 344499 (Ms. Nguyen Thuy Hang) for guidance and answers.

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



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**2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
VIET NAM BOOKS JOINT STOCK COMPANY**

No.: 01/2025/BC - HDQT-SAVINA

Hanoi, April 04, 2025

**REPORT OF THE BOARD OF DIRECTORS ON PERFORMANCE RESULTS IN 2024
AND ORIENTATION FOR 2025**

To: GENERAL MEETING OF SHAREHOLDERS

1. Operational situation of Vietnam Books Joint Stock Company (“SAVINA” or “Company”) in 2024.

2024 is a difficult year for the Vietnamese economy in general and the book business in particular. However, the Company continues to maintain and affirm its position with revenue from core business activities (31.7 billion) and revenue from other activities (108.9 billion), after-tax profit reaching more than 75.1 billion dong.

The company maintains and develops the traditional book business by promoting retail sales in supermarkets, expanding and finding more wholesale markets in schools, focusing on introducing products with highly competitive strengths such as publishing a set of IELTS test preparation books that are exclusively published and released with Cambridge Publishing House. Besides the book business, the Company has also exploited vacant areas to rent out offices, warehouses, and factories.

2. Activities of the Board of Directors (“BOD”) in 2024.

2.1. General activities:

In 2024, the Board of Directors operated stably, maintaining a sufficient number of Board members, including 05 members. The Board of Directors held direct meetings or the collection of members' opinions in writing according to regulations, and issued Resolutions/Decisions to promptly direct and control the activities of the Board of Directors and the Company. All members fully participated in the meetings/collect written opinions and completed assigned tasks, actively contributing to the overall success of the Company, gradually stabilizing the human resources, maintaining business operations and other services, and at the same time, through reward policies and welfare regimes to motivate and encourage officers and employees. In 2024, the Board of Directors issued a number of Resolutions/Decisions related to the Company's operations. The list of Resolutions/Decisions of the Board of Directors is listed in the 2024 Management Report and published on the Company's website at <http://www.savina.com.vn>, Shareholder Relations section.

2.2. Supervisory activities of the Board of Directors

In accordance with the provisions of the Charter, Regulations, Internal Management Regulations and current Laws, the Board of Directors controls the activities of the Board of Management through the following main tasks:

- Supervise the preparation of the Company's Annual Report, Quarterly Financial Reports, Semi-Annual Financial Reports and Annual Financial Reports in accordance with regulations;



- Chair and successfully organize the 2024 Annual General Meeting of Shareholders on April 16, 2024;
- Monitor information disclosure with the aim of ensuring transparency and timeliness in accordance with regulations;
- Monitor the management and operation activities of the Board of Management to improve business efficiency and complete the planned targets set in 2024.
- Monitor the implementation of Resolutions of the General Meeting of Shareholders and the Board of Directors.

3. Remuneration, operating expenses and other benefits of the Board of Directors.

The report on remuneration for the Board of Directors in 2024 is presented specifically in the Statement for approval of remuneration for the Board of Directors to be submitted to the 2025 General Meeting of Shareholders for approval.

4. Transactions between the Company and related parties.

In 2024, the Company will only have transactions selling books/stationery to companies under Vingroup Corporation - the parent company as declared in the Company's Financial Statements. The Board of Directors coordinates and discusses with the Board of Management and the Board of Supervisors to set out general principles for implementing and complying with the provisions of the Enterprise Law, Securities Law, and Internal Governance Regulations when contracts/transactions with related parties arise.

5. Operational orientation in 2025.

In 2025, the Company will continue to maintain, develop and actively expand the book business market and other activities, specifically:

- Approach and deploy online sales market for Books and Cultural Products to increase economic efficiency for the Company.
- Look for more wholesale markets to schools, international schools in Hanoi.
- Become the main partner in the book sector on online shopping e-commerce sites;
- Maintain and promote the leasing of offices, factories and warehouses of the Company.
- Strengthen innovation in management work towards streamlining, simplicity and efficiency.
- Continue to maintain, develop and actively expand the traditional book business market and other activities.

Submit to General Meeting for consideration and approval.

Best regards.

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



**2025 ANNUAL GENERAL MEETING OF SHARHOLDERS
VIET NAM BOOKS JOINT STOCK COMPANY**

No: 02/2025/TTr – HDQT – SAVINA

Hanoi, April 04, 2025

**BOARD OF DIRECTORS' REPORT ON
2024 BUSINESS RESULTS AND 2025 BUSINESS PLAN
To: GENERAL MEETING OF SHARHOLDERS**

The Board of Directors (“**BOD**”) of Vietnam Books Joint Stock Company (“**Company**”) submits to the General Meeting of Shareholders (“**GMS**”) for consideration and approval of the following contents:

I. BUSINESS RESULTS IN 2024

In 2024, the State and Government have had many projects, mechanisms, policies, and timely solutions to help remove difficulties for publishers, distribution establishments, and book and cultural product businesses, while supporting and promoting business development. Many activities and programs to promote reading culture are also organized nationwide such as Book and Reading Culture Day at the National Library of Vietnam; Ho Chi Minh City Children's Book Fair in June 2024 at Ho Chi Minh City Book Street; Hanoi Book Fair in September 2024 at Ly Thai To Monument; or 2024 Online Book Fair taking place at Tiki.vn and Fahasa.com.

In 2024, the Board of Directors assessed the Company's overall business operations as effective. The Company's business performance from January 1, 2024 to December 31, 2024 according to the financial statements audited by Viet Nam Ernst & Young Limited Company is as follows:

Unit: Vietnamese Dong

Item	Implementation
Net revenue	31,735,598,766
Cost of goods sold	18,568,443,920
Revenue from financial activities	108,873,992,545
Profit before corporate income tax	94,075,557,618
Profit after corporate income tax	75,104,454,571

II. 2025 BUSINESS PLAN

In 2025, the Company has set out specific action and business plans as follows:

- Continue to implement the revenue contract policy to each Sales Department. Employees will promote autonomy in business, associated with rights and responsibilities.
- Ensure employees' income is commensurate with their capacity, volume and work efficiency.
- The company continues to maintain its main, traditional business activities including Books and Cultural Products.
- Promote business on online sales channels such as Tiki, Sendo to meet customers' shopping trends and needs.
- Research and implement the release of e-books.

Expected revenue from business activities in 2025:



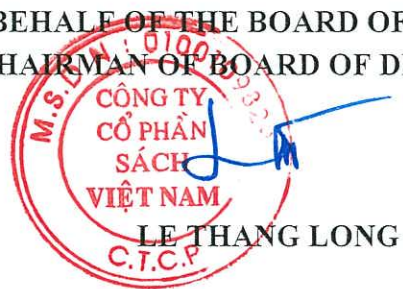
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- Sales revenue, financial revenue and service provision: 155.6 billion dong
- Profit before tax: 105.9 billion dong.

Submit to General Meeting for consideration and approval.

Best regards.

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



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**2025 ANNUAL GENERAL MEETING OF SHARHOLDERS
VIET NAM BOOKS JOINT STOCK COMPANY**

No.: 03/2025/BC BKS -DHDCD-SAVINA

Hanoi, April 04, 2025



REPORT OF THE SUPERVISORY BOARD

**On the Company's business results and the activities
of the Board of Directors and the Board of Management in 2024**

To: GENERAL MEETING OF SHARHOLDERS

With the responsibilities, functions and powers as prescribed in the Company Charter, the Enterprise Law, and the Internal Governance Regulations, the Board of Supervisors (“**BOS**”) reports to the General Meeting of Shareholders (“**GMS**”) on the Company's business results and the activities of the Board of Directors (“**BOD**”) and the Board of Management (“**BOM**”) in 2024 as follows:

I. COMPANY'S BUSINESS RESULTS IN 2024

The Company has prepared and published the 2024 Financial Statements (“**FS**”) in accordance with the regulations of the State Securities Commission of Vietnam and current laws. The Board of Supervisors agrees with the contents of the financial statements audited by Viet Nam Ernst & Young Limited Company. The financial statements have fairly and fairly reflected the financial situation as of December 31, 2024, the Income Statement, and cash flows for the financial period from January 1, 2024 to December 31, 2024, in accordance with Vietnamese accounting standards, the Vietnamese corporate accounting regime, and legal regulations related to the preparation and presentation of financial statements.

The basic items implemented in the period from January 1, 2024 to December 31, 2024 according to the audited financial statements are as follows:

1. About business results

- Revenue from sales and service provision	:	31,7 billion dong
- Revenue from financial activities	:	108,9 billion dong
- Total profit before tax	:	94,1 billion dong
- Profit after tax	:	75,1 billion dong

2. About the Company's assets

- Current assets	:	138,0 billion dong
- Non-current assets	:	992,7 billion dong
Total assets	:	1.130,7 billion dong

3. Owner's Equity

- Share capital	:	679,0 billion dong
- Retained earnings	:	351,5 billion dong
- Surplus equity	:	71,8 billion dong
Total 3. Owner's Equity	:	1.102,3 billion dong

**II. ASSESSMENT OF COORDINATION BETWEEN THE BOARD OF DIRECTORS
AND THE BOARD OF MANAGMENT IN 2024**

The Board of Supervisors evaluates the Company's activities in 2024 to develop safely, sustainably, and in accordance with current laws. The implementation of the Resolutions of the

General Meeting of Shareholders ("GMS") and the Board of Directors is closely monitored and implemented in accordance with the set orientation.

Within the scope of its authority and responsibility, the Board of Supervisors assessed that the Board of Directors operated stably, organized all meetings and issued Resolutions/Decisions in accordance with the prescribed procedures. The Board of Management and related departments have managed and organized daily business activities well, without any major shortcomings or violations affecting the Company's overall operations.

The company performs well information disclosure activities according to regulations for public companies, ensuring transparent and accurate information, creating trust for investors and shareholders.

III. ACTIVITIES OF THE BOARD OF SUPERVISORS IN 2024 AND OPERATION PLAN FOR 2025.

1. Activities of the Board of Supervisors in 2024.

In 2024, the Board of Supervisors will inspect and supervise compliance with legal regulations in the management and operation of business activities of the Board of Directors and the Board of Management, specifically:

- Review the legality and procedures for issuing Decisions and Resolutions of the General Meeting of Shareholders, Board of Directors, and Board of Management;
- Check the annual financial statements to evaluate the honesty and reasonableness of financial data;
- Check and supervise the implementation and results of the Resolution of the Annual General Meeting of Shareholders dated April 16, 2024 for the Board of Directors and Board of Management;
- Supervise the implementation of information disclosure in accordance with the provisions of the Securities Law and related documents;
- Perform other tasks according to assigned functions and tasks.

In 2024, the Board of Supervisors assessed that it had successfully completed its tasks and powers according to regulations.

2. Board of Supervisors's Operation Plan for 2025.

The Board of Supervisors submits to the General Meeting of Shareholders the 2025 Operation plan as follows:

- Continue to inspect and control all aspects of the activities of the Board of Directors and the Board of Management according to the functions and tasks prescribed in the Charter and relevant laws, while enhancing the role, functions and quality of control of the Board of Supervisors in the Company;
- Strengthen close coordination with the Board of Directors, Board of Management and departments, divisions and affiliated units to understand the Company's difficulties and problems, propose appropriate solutions;
- Actively participate in Board of Directors and Board of Management meetings and provide timely and accurate feedback.
- Check and control quarterly, semi-annual and annual financial statements to ensure the legality and reasonableness of financial data.



- Supervise information disclosure activities according to legal regulations to ensure full, transparent and accurate implementation.

In 2025, the Board of Supervisors determined that each member needs to make more efforts and hopes to receive the support and cooperation of Shareholders, the Board of Directors, the Board of Management and the departments and professional offices in the Company so that the Board of Supervisors can fulfill its tasks well.

Sincerely.

**ON BEHALF OF BOARD OF
SUPERVISORS**

Head of Board of Supervisors



Nguyen Hong Mai



**2025 ANNUAL GENERAL MEETING OF SHARHOLDERS
VIET NAM BOOKS JOINT STOCK COMPANY**

No.: 04/2025/TTr-HDQT-SAVINA

Hanoi, April 04, 2025

**BOARD OF DIRECTORS' STATEMENT ON FINANCIAL SITUATION
ACCORDING TO AUDITED FINANCIAL STATEMENTS FOR 2024**

To: GENERAL MEETING OF SHARHOLDERS

The Board of Directors of Vietnam Books Joint Stock Company ("**Company**") presents to the General Meeting of Shareholders the Company's financial situation in 2024 according to the 2024 Financial Statement audited by Viet Nam Ernst & Young Co., Ltd. with the following main items:

1. Asset growth

The Company's total assets as of December 31, 2024 are VND 1,130.7 billion, an increase of VND 74.9 billion compared to December 31, 2023, which was VND 1,055.8 billion, mainly due to the following main reasons:

- Cash and cash equivalents increased by 0.9 billion dong.
- Short-term financial investments decreased by 27.0 billion dong.
- Short-term receivables decreased by 868.3 billion dong.
- Inventory decreased by 1.3 billion dong.
- Long-term asset fluctuations increased by 970.6 billion dong.

2. Owner's Equity and Liabilities

The Company's capital fluctuations during the year are allocated to short-term debt and long-term debt, details are as follows:

Short-term debt decreased by 0.5 billion dong, mainly due to:

- Accounts payable to sellers decreased by 2.0 billion dong.
- Taxes and other payables to the State increased by 1.7 billion dong.
- Payable to employees increased by 0.1 billion dong.
- Other short-term liabilities fluctuations decreased by 0.3 billion dong.

Long-term debt increased by 0.3 billion dong, mainly from adjusting the source of rental deposits during the year for office and factory lessees.

The Company's equity increased by 75.1 billion dong, mainly due to the increase in accumulated undistributed profit after tax this year compared to last year.

3. Revenue and profit

Total revenue from sales and service provision from January 1, 2024 to December 31, 2024 reached 31.7 billion dong, down 7.2% compared to 2023.

With cash flow regulation activities, the Company generated revenue from financial activities in the year of 108.9 billion dong, an increase of 9.8% compared to 2023.

Net profit from business activities reached 93.9 billion dong, profit after corporate income tax reached 75.1 billion billion dong, up 9.3% and 9.2% respectively compared to 2023.



4. Total tax paid to the State budget

From January 1, 2024 to December 31, 2024, the Company paid a total of 19.69 billion dong in taxes to the State Budget, of which:

- Corporate income tax: 17.28 billion dong.
- Value added tax: 1.25 billion dong.
- Personal income tax: 0.19 billion dong.
- Other taxes: 0.97 billion dong.

Submit to the General Meeting of Shareholders for consideration, approval and adoption of the Company's 2024 Financial Statement audited with the items as presented above.

Best regards.

ON BEHALF OF THE BOARD OF
DIRECTORS

CHAIRMAN OF BOARD OF
DIRECTORS



Note:

- The Company's 2024 Financial Statements have been audited by Viet Nam Ernst & Young Company Limited and published on the Company's website:

<http://www.savina.com.vn>

2025 ANNUAL GENERAL MEETING OF SHARHOLDERS
VIET NAM BOOKS JOINT STOCK COMPANY

No: 05/2025/TTr-HDQT-SAVINA

Hanoi, April 04, 2025

BOARD OF DIRECTORS' STATEMENT

Re: Plan for using after-tax profit in 2024

To: GENERAL MEETING OF SHARHOLDERS

Based on the data audited by Viet Nam Ernst & Young Co., Ltd., the total accumulated profit after tax on the separate financial statements of Vietnam Books Joint Stock Company ("**Company**") as of December 31, 2024 is: VND 351,555,197,880.

After consideration and discussion, the Board of Directors proposes that the General Meeting of Shareholders approve the plan to retain all existing undistributed after-tax profits to supplement capital for the Company's business operations.

Submit to General Meeting for consideration and approval.

Best regards./.

**ON BEHALF OF THE BOARD OF
DIRECTORS**

**CHAIRMAN OF BOARD OF
DIRECTORS**



LE THANG LONG

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**2025 ANNUAL GENERAL MEETING OF SHARHOLDERS
VIET NAM BOOKS JOINT STOCK COMPANY**

No.: 06/2025/TTr – HDQT-BKS – SAVINA

Hanoi, April 04, 2025

**STATEMENT OF THE BOARD OF DIRECTORS AND THE BOARD OF
SUPERVISORS**

**Re: Approval of remuneration for members of the Board of Directors and the
Board of Supervisors**

To: GENERAL MEETING OF SHARHOLDERS

Pursuant to the provisions of the Law and the Charter of Vietnam Books Joint Stock Company;

The Board of Directors and the Board of Supervisors report to the General Meeting of Shareholders (“GMS”) on the remuneration for members of the Board of Directors (“BOD”) and the Board of Supervisors (“BOS”) in 2024 and the payment plan in 2025 as follows:

1. Remuneration paid in 2024.

- The number of members of the Board of Directors and the Board of Supervisors in 2024 is: 5 members of the Board of Directors and 3 members of the Board of Supervisors.
- Remuneration paid to members of the Board of Directors and the Board of Supervisors:

The total remuneration of the members of the Board of Directors and the Board of Supervisors is 30 million dong, equivalent to 0.04% of after-tax profit in 2024.

2. Expected remuneration paid in 2025.

Based on the expected business plan for 2025 and the opinions of some members of the Board of Directors and the Board of Supervisors, we propose that the General Meeting of Shareholders approve the remuneration for the Board of Directors and the Board of Supervisors as follows:

- Remuneration for the Board of Directors is: 2 million dong/month, of which:
 - o 01 member of the Board of Directors: 2 million dong/month;
 - o Remaining members of the Board of Directors (4 people): not paid because members voluntarily do not receive remuneration.
- Remuneration for the Board of Supervisors:
 - o 01 member of the Board of Supervisors: 0.5 million dong/month;
 - o Remaining members of the Board of Supervisors (2 people): not paid because the members voluntarily do not receive remuneration.

Total expected remuneration paid in 2025: 30,000,000 dong (In words: Thirty million dong).
Submit to General Meeting for consideration and approval.

**ON BEHALF OF BOARD OF
SUPERVISORS**

Head of Board of Supervisors



Nguyen Hong Mai

**ON BEHALF OF THE BOARD OF
DIRECTORS**

CHAIRMAN OF BOARD OF
DIRECTORS



LE THANH LONG



2025 ANNUAL GENERAL MEETING OF SHARHOLDERS

VIET NAM BOOKS JOINT STOCK COMPANY

No.: 07/2025/TTr – HDQT-SAVINA

Hanoi, April 04, 2025

BOARD OF DIRECTORS' STATEMENT

Re: Plan for selecting an independent auditing company

To: GENERAL MEETING OF SHARHOLDERS

Pursuant to the Charter of Vietnam Books Joint Stock Company (“**Company**”) and the Law on Enterprises, the selection of an annual auditing company is decided by the General Meeting of Shareholders.

Based on the assessment of the quality and reputation of auditing companies in Vietnam, as proposed by the Board of Supervisors, the Board of Directors respectfully submits to the General Meeting of Shareholders for approval a list of auditing companies that can be selected as auditing unit for the 2025 fiscal year and assigns the General Director to decide on the selection of one of these companies:

1. Deloitte Vietnam Company Limited;
2. Viet Nam Ernst & Young Co., Ltd.;
3. KPMG Vietnam Company Limited;
4. PwC Vietnam Limited.

Submit to General Meeting for consideration and approval.

Best regards.

**ON BEHALF OF THE BOARD OF
DIRECTORS**

**CHAIRMAN OF BOARD OF
DIRECTORS**



LÊ THANG LONG

No.: /2025/NQ-DHDCD-SAVINA

Hanoi, dated , 20245

(Draft)

RESOLUTION OF THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
GENERAL MEETING OF SHAREHOLDERS

Pursuant to the Law on Enterprises of Vietnam and its implementing documents;

Pursuant to the Law on Securities and its implementing documents;

Pursuant to the Charter of Vietnam Books Joint Stock Company ("Company");

Pursuant to the Minutes of the 2025 Annual General Meeting of Shareholders ("AGMS") of the

Company dated , 2025;

Pursuant to the Minutes of the 2025 Annual General Meeting of Shareholders of the Company dated , 2025,

DECIDE:

1. Approval of the Board of Directors' ("BOD") Report.

2. Approve the Company's 2024 business results and 2025 business plan according to the Board of Directors' Statements.

3. Approval of Report on the Operation of the Board of Supervisors ("BOS").

4. Approve the financial situation according to the 2024 Financial Statement of the Board of Directors' Statement.

5. Approval of the plan to use accumulated after-tax profit in 2024 according to the Board of Directors' Statement.

6. Approve remuneration for members of the Board of Directors and the Board of Supervisors according to the Statement of the Board of Directors and the Board of Supervisors.

7. Approve the list of independent auditing firms for the Company's fiscal year 2025.

8. Implementation of Resolution.

This Resolution takes effect from the date of signing.

Members of the Board of Directors, Board of Supervisors and Board of Management of the Company, based on their assigned functions, tasks and powers, are responsible for organizing and implementing the contents of the Resolution./.

Recipient:

- State Securities Commission of Vietnam, Hanoi Stock Exchange;
- Board of Supervisors;
- Save Company Office.

ON BEHALF OF THE GENERAL MEETING OF
SHAREHOLDERS
CHAIRMAN OF THE BOARD OF DIRECTORS

LE THANG LONG

