**HEM: Board Resolution**

On February 23, 2024, Hanoi Electro-mechanical Manufacturing Joint Stock Company announced Resolution No. 10/2024/NQ-HDQT on approving the plan, agenda and materials on convening the Annual General Meeting 2024 as follows:

‎‎Article 1. Approve the plan on holding the Annual General Meeting 2024 of the Company, as follows:

* Date of the General Meeting: 8.30am., Friday, March 15, 2024
* Convening form: Online General Meeting and Electronic Voting (all shareholders or authorized persons can participate in the online General Meeting from any location with Internet access.
* Meeting venue: 11th Floor, FPT Securities Joint Stock Company Building, No. 52 Lac Long Quan, Buoi Ward, Tay Ho District, Hanoi

‎‎Article 2. Approve documents for the Annual General Meeting 2024 of the Company

* Meeting agenda;
* Regulation on convening of the Meeting;
* Regulation on election of additional members of the Board of Directors
* Notice on nomination and candidacy for additional members of the Board of Directors in the term of 2021 - 2026;
* Reports:
* Report on production and business results in 2023 and operational plan for 2024;
* Report of the Board of Directors on activities in 2023 and operational plan for 2024.
* Report of the Supervisory Board
* Meeting Proposal, Meeting Proposal’s appendix on the following contents:
* Audited Financial Statements 2023;
* Profit distribution plan in 2023;
* Main planning targets for 2024;
* Income and remuneration levels in 2023 and income and remuneration plans for 2024 of the Board of Directors and Supervisory Board;
* Selection of an audit company for the fiscal year of 2024;
* Proposal on approving transactions and contracts between the Company and affiliated persons.
* Approve changing the number of members of the Board of Directors and amending the Charter and related regulations of the Company to adjust the number of members of the Board of Directors;
* Approve terminating the Company's public company status;
* Approve dismissing 04 members of the Board of Directors and appointing 02 additional members for the Board of Directors in the term of 2021-2026.
* Draft General Mandate

And other documents serving convening and organizing the Company's Annual General Meeting 2024.

‎‎Article 3. This Board Resolution takes effect from the date of its signing.

The Board of Directors, Executive Board, units of the Company and relevant individuals are responsible for implementing this Resolution.