



Lô C-13A-CN, đường N16, Khu công nghiệp Bàu Bàng mở rộng, Xã Long Tân, Huyện Dầu Tiếng, Tỉnh Bình Dương, Việt Nam
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THƯ MỜI HỌP/ INVITATION LETTER
Đại Hội Đồng Cổ Đông Thường Niên Năm 2025
Annual General Meeting of Shareholders 2025

Kính gửi: QUÝ CỔ ĐÔNG CỦA CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF
To: SHAREHOLDERS OF LOF INTERNATIONAL DAIRY PRODUCTS JSC

Công Ty Cổ Phần Sữa Quốc Tế LOF (“**Công Ty**”) trân trọng kính mời Quý Cổ Đông tới tham dự kỳ họp Đại Hội Đồng Cổ Đông Thường Niên Năm 2025 (“**ĐHĐCĐ**”) với thông tin tổ chức như sau:
LOF International Dairy Products Joint Stock Company (the “Company”) hereby invites our valued Shareholders to attend the Annual General Meeting of Shareholders 2025 (“AGM”) with the following details:

- **Thời gian họp:** từ 14 giờ đến 16 giờ 30 phút ngày 28/03/2025
Time: From 14:00 to 16:30 on March 28th, 2025
 - **Địa điểm tổ chức:** Lầu 5, số 217 Nguyễn Văn Thủ, P. Đa Kao, Quận 1, TP. Hồ Chí Minh
Venue: 5th Floor, No. 217 Nguyen Van Thu Street, Da Kao Ward, District 1, Ho Chi Minh City
- Quý Cổ Đông vui lòng tham dự theo các hướng dẫn sau:

Shareholders are kindly requested to attend the meeting in accordance with the following guidelines:

- Trường hợp tham dự trực tiếp: Vui lòng mang theo bản chính Thư mời họp ĐHĐCĐ cùng bản chính giấy tờ chứng thực cá nhân.
For direct attendance: Please bring the original Invitation Letter and your original identification documents.
- Trường hợp ủy quyền: Vui lòng mang theo bản chính Giấy ủy quyền được điền thông tin đầy đủ theo mẫu của Công Ty và giấy tờ chứng thực cá nhân của người được ủy quyền.
For proxy attendance: Please submit the original Proxy Form (duly completed using the Company's template) and the original identification documents of the proxyholder.
- Nội dung chính chương trình họp của ĐHĐCĐ, mẫu giấy ủy quyền và tài liệu họp ĐHĐCĐ được đăng tải trên website: www.lof.vn
The agenda of the AGM, the Proxy Form, and related meeting materials are available on the Company's website: www.lof.vn.

Công Ty rất vinh dự được tiếp đón Quý Cổ Đông tham dự đầy đủ và đúng giờ.

The Company is honored to welcome Shareholders' full and timely participation.

Trân trọng./ *Sincerely yours,*

TM. HỘI ĐỒNG QUẢN TRỊ
ON BEHALF OF THE BOARD OF DIRECTORS
CHỦ TỊCH/ Chairman



TÔ HẢI

Nội dung dịch sang tiếng Anh chỉ sử dụng cho mục đích thông tin và không dùng thay thế cho nội dung tiếng Việt. Trong trường hợp có sự mâu thuẫn giữa nội dung tiếng Việt và nội dung tiếng Anh, nội dung tiếng Việt sẽ được ưu tiên áp dụng.

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GIẤY ỦY QUYỀN/ *PROXY LETTER*

V/v: **Tham dự và biểu quyết tại Đại hội đồng Cổ đông thường niên năm 2025**

Re: Attendance and Voting at the 2025 Annual General Meeting of Shareholders

1. **Bên ủy quyền/ Principal:**

Tên cá nhân/tổ chức/ *Name of individual/Entity:*

Số CMND/CCCD/HC/GCNĐKDN/ *Identification Number:*.....

Do/ *Issued by:* cấp ngày/ *on*

Địa chỉ thường trú/Trụ sở/ *Registered Address/Headquarters:*.....

Điện thoại/ *Telephone:*

Hiện là cổ đông sở hữu cổ phần tại Công Ty Cổ Phần Sữa Quốc Tế LOF là: cổ phần.

I am currently a shareholder holding shares in LOF International Dairy Products JSC.

2. **Ủy quyền cho/ Appointment of Proxy:**

Ông/bà/ *Mr./Ms.:*.....

Số CMND/CCCD/HC/GCNĐKDN/ *Identification Number:*.....

Do/ *Issued by:* cấp ngày/ *on*

Địa chỉ thường trú/ *Registered Address:*.....

Điện thoại/ *Telephone:*

3. **Hoặc:** Cổ đông có thể ủy quyền cho các thành viên HĐQT có tên dưới đây/ *A shareholder may designate any of the following members of the Board of Directors:*

STT	Người được ủy quyền/ <i>Authorized Person</i>	Chức vụ/ <i>Position</i>	Số cổ phần ủy quyền/ <i>Number of Shares Represented by Proxy</i>
1			
2			
3			

4. **Nội dung ủy quyền/ Scope of Authorization:**

Đại diện toàn quyền thay tôi dự họp, phát biểu, biểu quyết và thực hiện các quyền và nghĩa vụ cổ đông tại cuộc họp Đại Hội Đồng Cổ Đông Thường Niên năm 2025.

The proxy is hereby granted full and unrestricted authority to represent me at the meeting, including attending, addressing the assembly, voting, and exercising all rights and obligations as a shareholder at the 2025 Annual General Meeting of Shareholders.

5. **Thời hạn ủy quyền/ Term of Authorization:**

Giấy ủy quyền này chỉ có hiệu lực trong thời gian diễn ra Đại Hội Đồng Cổ Đông Thường Niên năm 2025 Công Ty Cổ Phần Sữa Quốc Tế LOF hoặc được thay thế bằng văn bản hủy bỏ việc ủy quyền gửi đến Chủ tọa cuộc họp trước giờ khai mạc Đại hội theo quy định.

Nội dung dịch sang tiếng Anh chỉ sử dụng cho mục đích thông tin và không dùng thay thế cho nội dung tiếng Việt. Trong trường hợp có sự mâu thuẫn giữa nội dung tiếng Việt và nội dung tiếng Anh, nội dung tiếng Việt sẽ được ưu tiên áp dụng.

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This proxy shall remain in effect solely for the duration of the 2025 Annual General Meeting of Shareholders of LOF International Dairy Products Joint Stock Company, or until revoked in writing and delivered to the Chairperson of the meeting prior to its commencement, in accordance with applicable regulations.

Tôi hoàn toàn chịu trách nhiệm trước pháp luật về sự ủy quyền này và cam kết không có bất kỳ sự khiếu kiện nào./ I hereby assume full legal responsibility for this authorization and covenant that no claims shall arise therefrom.

....., ngày ... tháng năm 2025

**NGƯỜI ĐƯỢC ỦY QUYỀN/
AUTHORIZED PERSON**

*(ký, ghi rõ họ tên)
(signature, printed name)*

**NGƯỜI ỦY QUYỀN/
PRINCIPAL**

*(ký, ghi rõ họ tên/đóng dấu nếu là tổ chức)
(signature, printed name and affixed seal if an
entity)*

Nội dung dịch sang tiếng Anh chỉ sử dụng cho mục đích thông tin và không dùng thay thế cho nội dung tiếng Việt. Trong trường hợp có sự mâu thuẫn giữa nội dung tiếng Việt và nội dung tiếng Anh, nội dung tiếng Việt sẽ được ưu tiên áp dụng.

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LIST OF DOCUMENTS FOR LOF ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025

I	Agenda and Document List
1	List of documents for the 2025 AGM
2	Agenda for the 2025 AGM
II	Reports and Proposals
1	Proposal for approval of the List of the Presidium, Secretariat, Election, and Vote Counting Committees
2	Regulations on working procedures at the 2025 AGM
3	Proposal for approval of the Nomination, Candidacy, and Election Regulations for the Supervisory Board and Board of Directors for the 2025 - 2030 term
4	Report on Business Operations for 2024 and Business Plan Orientation for 2025
5	Summary Report on the Activities of the Board of Directors in 2024 and Plan for 2025
6	Report on the Activities of the Supervisory Board in 2024 and Plan for 2025
7	Proposal for approval of the Audited Financial Statements for 2024
8	Proposal for selecting an independent audit firm for auditing the 2025 financial statements
9	Proposal on Profit Distribution, Dividend Payment for 2024, and Profit Distribution and Fund Allocation Plan for 2025
10	Proposal for purchasing liability insurance for Board of Directors members
11	Proposal for share repurchase to reduce charter capital and related matters
12	Proposal for amending and supplementing the Company's business lines
13	Proposal for amendments to the Company's Charter and draft of the amended Charter
14	Proposal for the appointment of members of the Board of Directors and the Supervisory Board for the 2025 - 2030 term
15	Proposal on remuneration for the Board of Directors for 2024 and proposed remuneration for 2025



16	Proposal for adjustment of the implementation status of the Project: LOF International Dairy Products Joint Stock Company – Binh Duong Branch
17	Proposal for adjustment of the implementation status of the Project: International Dairy Products Joint Stock Company
III	Documents for the Meeting
1	Draft of the Minutes of the 2025 AGM
2	Draft of the Resolution of the 2025 AGM
3	Attached forms:
	Ballot for Board of Directors election
	Ballot for Supervisory Board election
	Nomination form for Board of Directors member
	Nomination form for Supervisory Board member
	Application form for Board of Directors candidacy
	Application form for Supervisory Board candidacy
	Curriculum vitae of Board of Directors candidates
	Curriculum vitae of Supervisory Board candidates
	Question submission form
	Voting card
	Voting ballot
	Election ballot

**AGENDA
ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025
LOF INTERNATIONAL DAIRY JOINT STOCK COMPANY**

Time: 14:00 – 16:30, March 28, 2025

Venue: 5th Floor, No. 217 Nguyen Van Thu Street, Da Kao Ward, District 1, Ho Chi Minh City

Time	Agenda
14:00 – 14:30	Reception and Shareholder Registration Shareholders register with the Shareholder Qualification Verification Committee and receive meeting documents.
14:30 – 15:00	Opening of the Meeting - Declaration of reasons, reading of the shareholder qualification verification report, and introduction of the meeting participants; - Submission to the General Meeting for approval of the “List of the Presidium, Secretariat, Election, and Vote-Counting Committee”; - Submission to the General Meeting for approval of the “Working Regulations of the General Meeting” and the “Agenda of the General Meeting”; - Submission to the General Meeting for approval of the “Nomination, Candidacy, and Election Regulations for the Board of Directors (BOD) and Supervisory Board for the 2025 – 2030 term.”
15:00 – 16:10	Meeting Content - Report on Business Performance in 2024 and Business Plan for 2025; - Summary Report on the Activities of the Board of Directors (BOD) in 2024 and Orientation for 2025; - Report on the Supervisory Board’s Activities in 2024 and Orientation for 2025; - Proposal for Approval of the Audited Financial Statements for 2024; - Proposal for Selection of the Independent Auditor for the 2025 Financial Statements; - Proposal on Profit Distribution, Dividend Payment for 2024, and Profit Distribution Plan for 2025; - Proposal on Share Buyback to Reduce Charter Capital and Related Matters; - Proposal on Amendments and Additions to the Company’s Business Sectors; - Proposal on Amendments to the Company’s Charter and Draft Charter; - Proposal on Election of Members of the Board of Directors (BOD) and Supervisory Board for the 2025 – 2030 term; - Proposal on BOD Remuneration for 2024 and Proposed Remuneration for 2025; - Proposal on Adjustment of the Implementation Status of the Project: LOF International Dairy Products Joint Stock Company – Binh Duong Branch; - Proposal on Adjustment of the Implementation Status of the Project: International

	Dairy Products Joint Stock Company; - Other matters under the authority of the General Meeting (if any).
16:10 – 16:15	Q&A Session The Presidium answers shareholders’ questions.
16:15 – 16:20	Approval of Proposals and Election Proceedings
16:20 – 16:30	Closing of the Meeting - 16:20 – 16:25 : Submission to the General Meeting for approval of the General Meeting Minutes. - 16:25 – 16:30 : Closing of the Meeting.

**LOF INTERNATIONAL DAIRY
PRODUCTS JOINT STOCK COMPANY**
No: 16/2025/TTr.HĐQT

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

WORKING REGULATIONS
ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025

CHƯƠNG I: NHỮNG QUY ĐỊNH CHUNG
CHAPTER I: GENERAL PROVISIONS

Article 1. Scope of Application

These regulations apply to the organization and voting procedures at the 2025 Annual General Meeting of Shareholders (“AGM”) of LOF International Dairy Joint Stock Company (“Company”).

Article 2. Purpose of Application

These regulations specify the procedures and protocols to be followed by Shareholders, Authorized Representatives, and other participants attending the AGM.

Article 3. Subjects of Application

These regulations apply to all Shareholders, Authorized Representatives, and other participants attending the AGM.

**CHAPTER II: SHAREHOLDERS AND PARTICIPANTS OF
THE AGM**

Article 4. Shareholders Attending the AGM

4.1 Conditions for Attendance at the AGM:

Shareholders who own shares of the Company and are listed in the Shareholder Register as of the record date for determining eligible shareholders to attend the AGM, or individuals who have been duly authorized by such Shareholders, are entitled to attend the AGM.

4.2 Registration for Attendance:

a) Shareholders or Authorized Representatives must present the following documents:

- The original AGM Invitation Letter issued by the Company;
- A valid original Citizen Identification Card/Personal Identification Card or Passport;
- The original Power of Attorney in the Company's prescribed format (in case of an Authorized Representative).

- b) Shareholders or Authorized Representatives must present the above documents to the Shareholder Qualification Verification Committee to receive the AGM materials, Voting Ballots, and Voting Cards.
- c) Shareholders may authorize another person in writing to attend and vote on their behalf at the AGM. The Authorized Representative may not delegate their authority to another person.
- d) If the ballot box has not been sealed, Shareholders or Authorized Representatives arriving after the AGM has commenced may still register with the Shareholder Qualification Verification Committee, receive meeting materials, Voting Ballots, and Voting Cards, and participate in voting. However, previously voted matters remain unchanged. The Chairperson is not obligated to pause the meeting for late attendees.
- e) Shareholders or Authorized Representatives must conduct themselves in a civilized and respectful manner, adhering to the AGM's working regulations. Any recording or video recording by Shareholders or Authorized Representatives must be publicly disclosed and approved in advance by the Chairperson.
- f) All participants must comply with these Regulations, the Company's Charter, and applicable laws.

Article 5. Presidium and Chairperson of the AGM

5.1 The Presidium's list is approved by the AGM through a show of hands.

5.2 The Presidium shall support the Chairperson in conducting the AGM.

5.3 Rights and Duties of the Chairperson:

- Conduct the AGM in accordance with the approved agenda;
- Decide on procedures and arising matters beyond the agenda, including but not limited to:
 - Responding to issues raised by the AGM or designating individuals to respond;
 - Temporarily suspending or postponing the AGM if any participant disrupts order, threatens security, or engages in misconduct that hinders a fair and lawful AGM;
 - Expelling any individual who disrupts order, refuses to comply with the Chairperson's direction, or threatens the proper conduct of the AGM;
- Perform other duties in accordance with the Company's Charter and applicable laws.

Article 6. Shareholder Qualification Verification Committee

6.1. Composition

The Shareholder Qualification Verification Committee consists of two (02) members appointed by the Chairperson.

6.2. Responsibilities

Verify the eligibility of Shareholders and Authorized Representatives attending the AGM;

Issue AGM materials, Voting Ballots, and Voting Cards to attendees;

Report the verification results before the AGM officially commences.

Article 7. Secretariat

7.1. The Secretariat consists of two (02) members appointed by the Presidium.

7.2. The Secretariat is responsible for:

- Accurately recording the AGM minutes;
- Publishing the AGM's draft minutes, resolutions, and notifications from the Presidium;

- Receiving written questions from Shareholders or Authorized Representatives;
- Performing other tasks assigned by the Chairperson.

Article 8. Election and Vote-Counting Committee

8.1. The Election and Vote-Counting Committee consists of three (03) members nominated by the Chairperson and approved by the AGM.

8.2. The Committee is responsible for:

- Preparing ballot boxes and instructions for Voting Ballots, Voting Cards, and Voting procedures;
- Supervising the voting process;
- Counting votes and recording results for each item on the agenda;
- Reporting the vote-counting results to the AGM.

CHAPTER III: CONDUCT OF THE AGM

Article 9. Conditions for Holding the AGM

9.1. The AGM shall be conducted if:

Shareholders attending or represented at the AGM hold more than fifty percent (50%) of the total voting shares.

9.2. If, after forty (40) minutes from the scheduled start time, the number of registered Shareholders does not meet the required quorum, the AGM shall be deemed ineligible to proceed.

Article 10. Conduct of the AGM

10.1. The Chairperson shall conduct the AGM in accordance with the approved agenda.

10.2. The AGM shall deliberate and vote on each agenda item, and the Chairperson shall allocate reasonable time for discussion and voting.

10.3 The AGM shall conclude upon the approval of the AGM Minutes.

Article 11. Voting Ballots

11.1. Upon registration, Shareholders or Authorized Representatives shall receive Voting Ballots.

11.2. The voting power of each Voting Ballot corresponds to the number of voting shares held or represented by the Shareholder.

11.3. Voting Ballots may be encoded for electronic vote counting.

11.4. Invalid Voting Ballots shall be deemed as abstentions. A Voting Ballot shall be invalid if:

- It is not issued by the Company;
- It contains unauthorized markings or alterations;

- It is torn, damaged, or unreadable (Shareholders may request a replacement);
- It lacks the Shareholder's signature.

Article 12. Voting Methods

12.1. When voting on matters at the AGM, Shareholders or Authorized Representatives shall select a voting option on the Voting Ballot (For, Against, or Abstain).

12.2. For any additional matters raised at the AGM, voting shall be conducted using Voting Cards, under the guidance of the Chairperson.

12.3. After the voting process is completed, the Election and Vote-Counting Committee shall collect all Voting Ballots, conduct the vote-counting process, and announce the results.

Article 13. Vote-Counting

13.1. The Election and Vote-Counting Committee shall conduct the vote-counting process as follows:

- Work in the designated area arranged by the Chairperson;
- Utilize electronic systems for vote counting if provided by the Company;
- Verify the validity of Voting Ballots;
- Sequentially process and record each Voting Ballot result;
- Exclude votes from Shareholders who are not entitled to vote (if applicable);
- Seal all Voting Ballots and submit them to the Presidium;

13.2. Prepare a Vote-Counting Report for presentation at the AGM.

Article 14. Announcement of Vote-Counting Results

The vote-counting results shall be publicly announced at the AGM by the Chairperson or a designated representative.

Article 15. Approval of AGM Resolutions

15.1. Standard Approval

A resolution shall be approved if it receives votes from more than fifty percent (50%) of the total voting shares present at the AGM, except for matters requiring a supermajority.

15.2. Supermajority Approval

Resolutions concerning share classifications, charter amendments, changes to business sectors, corporate restructuring, and significant transactions ($\geq 35\%$ of total assets) must be approved by at least sixty-five percent (65%) of the total voting shares present at the AGM.

Article 16. Recording and Issuance of AGM Minutes

16.1. The Secretariat is responsible for accurately recording the AGM discussions, resolutions, and final minutes.

16.2. The AGM Minutes shall be approved before the meeting is adjourned and must be published on the Company's official website within twenty-four (24) hours of the AGM's conclusion.

16.3. The Chairperson and the Secretariat shall be jointly responsible for the accuracy and completeness of the AGM Minutes.

Article 17. Shareholder Statements at the AGM

Shareholders or Authorized Representatives wishing to speak at the AGM must:

- Obtain approval from the Chairperson;
- Ensure their statements are concise and relevant to the AGM agenda;
- Limit their speaking time to three (03) minutes per turn.

CHAPTER IV: IMPLEMENTATION PROVISIONS

Article 18. Effectiveness

18.1. These Regulations shall be presented at the AGM for voting approval. If approved by more than fifty percent (50%) of the total voting shares present, they shall become legally binding on all Shareholders.

18.2. All Shareholders and AGM organizers are responsible for implementing and complying with these Regulations.

Submitted to the General Meeting of Shareholders for review and approval.

Binh Duong, March 28, 2025

Recipients:

On behalf of the Board of Directors

Shareholders;

Chairman

Archive: Office of Records & Administration;

TÔ HẢI

CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF **CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM**
LOF INTERNATIONAL DAIRY **SOCIALIST REPUBLIC OF VIETNAM**
PRODUCTS JOINT STOCK COMPANY

Số/No.:/BBH.ĐHĐCĐ.LOF

Độc lập – Tự do – Hạnh phúc
Independence – Freedom – Happiness

BIÊN BẢN HỌP
ĐẠI HỘI ĐỒNG CỔ ĐÔNG THƯỜNG NIÊN NĂM 2025
MINUTES OF
THE ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025

Hôm nay, vào lúc 14 giờ 00 phút, ngày 28 tháng 03 năm 2025, tại Tầng 5 - 217 Nguyễn Văn Thủ, Phường Đa Kao, Quận 1, Thành phố Hồ Chí Minh, Đại hội đồng cổ đông (“**ĐHĐCĐ**”) Công ty Cổ phần Sữa Quốc tế Lof (sau đây gọi tắt là “**Công ty**”) tiến hành phiên họp với thành phần và nội dung như sau:

Today, at 14:00, March 28, 2025, at the 5th Floor - 217 Nguyen Van Thu, Da Kao Ward, District 1, Ho Chi Minh City, the General Meeting of Shareholders (“AGM”) of Lof International Dairy Joint Stock Company (hereinafter referred to as the “Company”) conducted the meeting with the following composition and contents:

Tính đến thời điểm lúc giờ phút, Tham dự **ĐHĐCĐ**, gồm có cổ đông/người ủy quyền hợp lệ, nắm giữ (Bằng chữ:) cổ phần có quyền biểu quyết của Công ty, chiếm tỷ lệ% tổng số cổ phần có quyền biểu quyết của Công ty, đạt yêu cầu tiến hành tổ chức **ĐHĐCĐ** theo Điều lệ Công ty và phù hợp với Luật doanh nghiệp.

Up to the time at, Attending the AGM, including Shareholders/authorized persons, holding (In words:) voting shares of the Company, accounting for% of the total voting shares of the Company, meeting the requirements for organizing the AGM according to the Company's Charter and in accordance with the Law on Enterprises.

I. NỘI DUNG **ĐHĐCĐ GỒM CÁC VẤN ĐỀ SAU**
THE CONTENTS OF THE AGM INCLUDE THE FOLLOWING ISSUES

- Ông/Bà, thay mặt Ban Kiểm tra tư cách cổ đông đọc Biên bản kiểm tra tư cách cổ đông.
Mr./Mrs., on behalf of the Shareholder Eligibility Verification Board, read the Report on eligible shareholder's verification.
- Ông/Bà, thay mặt Ban tổ chức giới thiệu thành phần tham dự.
Mr./Mrs., on behalf of the Organizing Board, introduced the participants.
- Ông/Bà, thay mặt Ban tổ chức **ĐHĐCĐ** giới thiệu danh sách Đoàn Chủ Tịch, Ban Thư ký **ĐHĐCĐ**, Ban Bầu cử và Kiểm phiếu, cụ thể:
Mr./Mrs., on behalf of the Organizing Board of the AGM, would like to introduce the list of the Presidium, the Secretariat of the AGM, and the Election and Vote Counting Board, specifically:

ĐOÀN CHỦ TỊCH/ PRESIDIUM

1. Ông Tô Hải - Chủ tịch Hội đồng quản trị (“**HDQT**”): Chủ tọa;
Mr. To Hai - *Chairman of the Board of Directors (“BOD”): Chairman;*
2. Ông Bùi Hoàng Sang - Tổng giám đốc.
Mr. Bui Hoang Sang - *Chief Executive Officer.*

BAN THƯ KÝ/ SECRETARIAT

1. Bà Chu Hải Yến - Trưởng Ban Thư ký;
Ms. Chu Hai Yen - *Head of the Secretariat;*
2. Bà Nguyễn Thị Sơn Ca - Thành viên Ban Thư ký;
Ms. Nguyen Thi Son Ca - *Members;*

BAN BẦU CỬ VÀ KIỂM PHIẾU/ ELECTION AND VOTE COUNTING BOARD

1. Ông Phan Văn Thắng - Trưởng Ban Bầu cử và Kiểm phiếu;
Mr. Phan Van Thang - *Head of the Vote Counting Board;*
2. Bà Lê Nguyên Huyền Trang - Thành viên Ban Bầu cử và Kiểm phiếu;
Ms. Le Nguyen Huyen Trang - *Members;*
3. Bà Nguyễn Thị Viên - Thành viên Ban Bầu cử và Kiểm phiếu.
Ms. Nguyen Thi Vien - *Members.*

ĐHĐCĐ đã biểu quyết thông qua danh sách nêu trên với tỷ lệ đồng ý là% / tổng số cổ phần có quyền biểu quyết của Cổ đông/ đại diện Cổ đông tham dự (biểu quyết bằng Thẻ biểu quyết).

The AGM voted to approve the above list with an approval rate of% / total number of voting shares of Shareholders/representatives of Shareholders attending (voting by Voting Card).

- Theo đó, Đoàn chủ tịch, Ban Thư ký bắt đầu tiến hành ĐHĐCĐ.
Accordingly, the Presidium and the Secretariat began to conduct the AGM.
- Ông/Bà, trình bày dự thảo quy chế làm việc tại ĐHĐCĐ và chương trình ĐHĐCĐ.
Mr./Mrs., presenting the draft working regulations at the AGM and the Agenda of the AGM.

ĐHĐCĐ đã biểu quyết thông qua quy chế làm việc tại ĐHĐCĐ và chương trình ĐHĐCĐ với tỷ lệ đồng ý là% / tổng số cổ phần có quyền biểu quyết của Cổ đông/ đại diện Cổ đông tham dự (biểu quyết bằng Thẻ biểu quyết).

The AGM voted to approve the working regulations at the AGM and the Agenda of the AGM with an approval rate of% / total number of voting shares of Shareholders/representatives of Shareholders attending (voting by Voting Card).

II. BÁO CÁO VÀ THÔNG QUA CÁC TỜ TRÌNH CỦA HDQT REPORT AND APPROVE THE PROPOSALS OF THE BOD

1. Ông/Bà, theo ủy quyền của Đoàn Chủ tịch trình ĐHĐCĐ thông qua Quy chế đề cử, ứng cử, bầu cử thành viên Hội Đồng Quản Trị và Ban kiểm soát nhiệm kỳ 2025 - 2030.

Mr./Mrs., on behalf of the Presidium, presents to the AGM the approval of the nomination, candidacy, and election regulations for members of the Board of Directors and Supervisory Board for the 2025 - 2030 term.

2. Ông/Bà, trình bày Báo cáo kết quả hoạt động sản xuất kinh doanh năm 2024 và định hướng kế hoạch năm 2025.
Mr./Mrs., presented the Report on production and business results in 2024 and the plan's orientation in 2025.
3. Ông/Bà, trình bày Báo cáo tổng kết hoạt động Hội Đồng Quản Trị năm 2024 và định hướng kế hoạch năm 2025.
Mr./Mrs., presented The operational report of the Board of Directors in 2024 and operational strategy orientation 2025.
4. Ông/Bà, trình bày Báo cáo hoạt động Ban kiểm soát năm 2024 và định hướng kế hoạch Ban kiểm soát năm 2025.
Mr./Mrs., presented the Supervisory Board's Activity Report in 2024 and the Supervisory Board's plan orientation in 2025.
5. Ông/Bà, theo ủy quyền của Đoàn Chủ tịch trình ĐHĐCĐ thông qua Báo cáo tài chính năm 2024 đã kiểm toán.
Mr./Mrs., on behalf of the Presidium, presents to the AGM the approval of The audited Financial Statements for 2024.
6. Ông/Bà, theo ủy quyền của Đoàn Chủ tịch trình ĐHĐCĐ thông qua Lựa chọn đơn vị kiểm toán độc lập kiểm toán báo cáo tài chính năm 2025.
Mr./Mrs., on behalf of the Presidium, presents to the AGM the approval of the Selection of an independent auditing firm to audit the Financial Statements for 2025.
7. Ông/Bà, theo ủy quyền của Đoàn Chủ tịch trình ĐHĐCĐ thông qua việc Phân phối lợi nhuận, chia cổ tức năm 2024 và kế hoạch phân phối lợi nhuận năm 2025.
Mr./Mrs., on behalf of the Presidium, presents to the AGM the approval of The profit distribution, dividend payment in 2024, and the profit distribution plan for 2025.
8. Ông/Bà, theo ủy quyền của Đoàn Chủ tịch trình ĐHĐCĐ thông qua việc Phương án mua lại cổ phiếu để giảm vốn điều lệ và các công việc liên quan.
Mr./Mrs., on behalf of the Presidium, presents to the AGM the approval of the Plan to repurchase shares to reduce charter capital and related matters.
9. Ông/Bà, theo ủy quyền của Đoàn Chủ tịch trình ĐHĐCĐ thông qua việc Sửa đổi, bổ sung ngành, nghề kinh doanh của Công ty.
Mr./Mrs., on behalf of the Presidium, presents to the AGM the approval of Amendment and Supplementation of the Company's Business Lines.
10. Ông/Bà, theo ủy quyền của Đoàn Chủ tịch trình ĐHĐCĐ thông qua việc Điều chỉnh Điều lệ của Công ty và dự thảo Điều lệ.
Mr./Mrs., on behalf of the Presidium, presents to the AGM the approval of Amending the Company's Charter and the draft Charter.

11. Ông/Bà, theo ủy quyền của Đoàn Chủ tịch trình ĐHĐCĐ thông qua việc Bầu các thành viên HĐQT và Ban kiểm soát nhiệm kỳ 2025 - 2030.
Mr./Mrs., on behalf of the Presidium, presents to the AGM the approval of Electiong members of the Board of Directors and the Supervisory Board for the 2025 - 2030 term.
12. Ông/Bà, theo ủy quyền của Đoàn Chủ tịch trình ĐHĐCĐ thông qua Thù lao HĐQT năm 2024 và đề xuất chi trả thù lao HĐQT năm 2025.
Mr./Mrs., on behalf of the Presidium, presents to the AGM the approval of the Board of Directors' remuneration for 2024 and the proposed remuneration for 2025.
13. Ông/Bà, theo ủy quyền của Đoàn Chủ tịch trình ĐHĐCĐ thông qua việc Điều chỉnh tình hình thực hiện dự án của Dự án: Công Ty Cổ Phần Sữa Quốc Tế - Chi Nhánh Bình Dương.
Mr./Mrs., on behalf of the Presidium, presents to the AGM the approval of Adjusting the project implementation status of the Project: International Dairy Products Joint Stock Company - Binh Duong Branch.
14. Ông/Bà, theo ủy quyền của Đoàn Chủ tịch trình ĐHĐCĐ thông qua việc Điều chỉnh tình hình thực hiện dự án của Dự án: Công Ty Cổ Phần Sữa Quốc Tế.
Mr./Mrs., on behalf of the Presidium, presents to the AGM the approval of Adjusting the project implementation status of the Project: International Dairy Products Joint Stock Company.
15. Ông/Bà, thông báo tính đến thời điểm khai mạc ĐHĐCĐ, Đại hội đã nhận được hồ sơ đề cử bầu cử thành viên Hội Đồng Quản Trị nhiệm kỳ năm 2025 - 2030.
Mr./Mrs., announces that as of the opening time of the AGM, the meeting has received nomination dossiers for the election of Board of Directors (BOD) members for the 2025 - 2030 term.
Do đó, trình ĐHĐCĐ xem xét và bầu cử thành viên Hội Đồng Quản Trị nhiệm kỳ năm 2025 - 2030 dưới hình thức bầu dồn phiếu.
Therefore, the AGM is requested to consider and elect members of the Board of Directors for the 2025 - 2030 term through the cumulative voting method.

STT	Ứng viên bầu cử/ Candidate
1
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16. Ông/Bà, thông báo tính đến thời điểm khai mạc ĐHĐCĐ, Đại hội đã nhận được hồ sơ đề cử bầu cử thành viên Ban Kiểm soát nhiệm kỳ năm 2025 - 2030.
Mr./Mrs., announces that as of the opening time of the AGM, the meeting has received nomination dossiers for the election of Supervisory Board members for the 2025 - 2030 term.
Do đó, trình ĐHĐCĐ xem xét và bầu cử thành viên Ban Kiểm soát nhiệm kỳ năm 2025 - 2030 dưới hình thức bầu dồn phiếu.
Therefore, the AGM is requested to consider and elect members of the Supervisory Board for the 2025 - 2030 term through the cumulative voting method.

STT	Ứng viên bầu cử/ Candidate
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III. THẢO LUẬN VÀ GIẢI ĐÁP THẮC MẮC CỔ ĐÔNG **DISCUSSION AND ANSWER TO SHAREHOLDERS' QUESTIONS**

ĐHĐCĐ tiến hành thảo luận và giải đáp thắc mắc của Cổ đông.
The AGM discusses and answers questions of Shareholders.

IV. KẾT QUẢ BIỂU QUYẾT VÀ BẦU CỬ **VOTING & ELECTION RESULTS**

Tính đến giờ phút ngày/...../2025, Đoàn Chủ tịch thông báo ghi nhận kết quả cập nhật từ Ban Kiểm tra tư cách Cổ đông, có Cổ đông/ người được Cổ đông ủy quyền dự họp đại diện cho (Bằng chữ:) Cổ phần có quyền biểu quyết và bầu cử, chiếm tỷ lệ%/ tổng số cổ phần có quyền biểu quyết và bầu cử của Công Ty.

At, 2025 the Presidium announced the updated results from the Shareholder Eligibility Verification Board, recording that there are shareholders/authorized representatives attending the meeting, representing (In words:) shares with voting and election rights, accounting for% of the total shares with voting and election rights of the Company.

1. Kết quả biểu quyết/ Voting Results

Ông/Bà, theo ủy quyền của Ban Bầu cử và Kiểm phiếu công bố Kết quả Biểu quyết thông qua Biên bản kiểm phiếu, Báo cáo hoạt động và các Tờ trình của HĐQT như sau (biểu quyết bằng Phiếu biểu quyết):

Mr./Mrs., on behalf of the Electing and Vote Counting Board, announces the Voting Results through the Vote Counting Report, the Activity Report, and the Proposals of the BOD as follows (voting by Ballot):

STT No.	Vấn đề biểu quyết Voting issues	Tổng số phiếu có quyền biểu quyết của Cổ đông tham dự ĐHĐCĐ Total number of voting shares of the shareholders attending the AGM	Tổng số phiếu biểu quyết không hợp lệ, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of invalid votes, percentage of the total ballot of the shareholders attending the meeting	Tổng số phiếu biểu quyết hợp lệ, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of valid votes, percentage of the total ballot of the shareholders attending the meeting	Tổng số phiếu biểu quyết tán thành, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of affirmative votes, percentage of the total voting shares of the shareholders attending the meeting	Tổng số phiếu biểu quyết không tán thành, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of negative votes, percentage of the total voting shares of the shareholders attending the meeting	Tổng số phiếu biểu quyết không có ý kiến, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of abstentions, percentage of the total voting shares of the shareholders attending the meeting	Kết luận Conclusion
1	Báo cáo Kết quả hoạt động Sản xuất kinh doanh 2024 và định hướng kế hoạch năm 2025; <i>The report on the results of business operation in 2024 and operational strategy orientation 2025;</i>%%%%%	...
2	Báo cáo Tổng kết hoạt động Hội Đồng Quản Trị (“ HDQT ”) năm 2024 và định hướng kế hoạch năm 2025; <i>The operational report of the Board of Directors in 2024 and operational strategy orientation 2025;</i>%%%%%	...
3	Báo cáo Hoạt động Ban kiểm soát năm 2024 và định hướng kế hoạch năm 2025; <i>The operation report of the Supervisory Board in 2024 and operational strategy orientation 2025;</i>%%%%%	...

STT No.	Vấn đề biểu quyết Voting issues	Tổng số phiếu có quyền biểu quyết của Cổ đông tham dự ĐHĐCĐ Total number of voting shares of the shareholders attending the AGM	Tổng số phiếu biểu quyết không hợp lệ, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of invalid votes, percentage of the total ballot of the shareholders attending the meeting	Tổng số phiếu biểu quyết hợp lệ, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of valid votes, percentage of the total ballot of the shareholders attending the meeting	Tổng số phiếu biểu quyết tán thành, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of affirmative votes, percentage of the total voting shares of the shareholders attending the meeting	Tổng số phiếu biểu quyết không tán thành, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of negative votes, percentage of the total voting shares of the shareholders attending the meeting	Tổng số phiếu biểu quyết không có ý kiến, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of abstentions, percentage of the total voting shares of the shareholders attending the meeting	Kết luận Conclusion
4	Tờ trình về việc Phê duyệt báo cáo tài chính năm 2024 đã kiểm toán; <i>The Proposal for Approval the 2024 audited Financial Statement;</i>%%%%%	...
5	Tờ trình về việc Lựa chọn đơn vị kiểm toán độc lập kiểm toán báo cáo tài chính năm 2025; <i>The Proposal for The selection of an independent auditors to audit the financial statements in 2024;</i>%%%%%	...
6	Tờ trình về việc Phân phối lợi nhuận, chia cổ tức năm 2024 và kế hoạch phân phối lợi nhuận năm 2025; <i>The Proposal for The profit distribution plan, dividend payment in 2024 and the profit distribution plan in 2025;</i>%%%%%	...
7	Tờ trình thông qua Quy chế đề cử, ứng cử, bầu cử thành%%%%%	...

STT No.	Vấn đề biểu quyết Voting issues	Tổng số phiếu có quyền biểu quyết của Cổ đông tham dự ĐHĐCĐ Total number of voting shares of the shareholders attending the AGM	Tổng số phiếu biểu quyết không hợp lệ, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of invalid votes, percentage of the total ballot of the shareholders attending the meeting	Tổng số phiếu biểu quyết hợp lệ, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of valid votes, percentage of the total ballot of the shareholders attending the meeting	Tổng số phiếu biểu quyết tán thành, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of affirmative votes, percentage of the total voting shares of the shareholders attending the meeting	Tổng số phiếu biểu quyết không tán thành, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of negative votes, percentage of the total voting shares of the shareholders attending the meeting	Tổng số phiếu biểu quyết không có ý kiến, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of abstentions, percentage of the total voting shares of the shareholders attending the meeting	Kết luận Conclusion
	viên HĐQT và Ban kiểm soát nhiệm kỳ 2025 – 2030; <i>The Proposal on Approving the Regulations on Nomination, Candidacy, and Election of the Supervisory Board and Board of Directors Members for the 2025 – 2030 Term;</i>							
8	Tờ trình về việc Mua cổ phiếu để giảm vốn điều lệ và các công việc liên quan; <i>Proposal on the Share Repurchase to Reduce Charter Capital and Related Matters;</i>%%%%%	...
9	Tờ trình về việc Sửa đổi, bổ sung ngành, nghề kinh doanh của Công ty; <i>Proposal on the Amendment and Supplementation of the Company's Business Lines;</i>%%%%%	...
10	Tờ trình về việc Điều chỉnh Điều lệ Công ty và dự thảo Điều lệ;%%%%%	...

STT No.	Vấn đề biểu quyết Voting issues	Tổng số phiếu có quyền biểu quyết của Cổ đông tham dự ĐHĐCĐ Total number of voting shares of the shareholders attending the AGM	Tổng số phiếu biểu quyết không hợp lệ, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of invalid votes, percentage of the total ballot of the shareholders attending the meeting	Tổng số phiếu biểu quyết hợp lệ, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of valid votes, percentage of the total ballot of the shareholders attending the meeting	Tổng số phiếu biểu quyết tán thành, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of affirmative votes, percentage of the total voting shares of the shareholders attending the meeting	Tổng số phiếu biểu quyết không tán thành, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of negative votes, percentage of the total voting shares of the shareholders attending the meeting	Tổng số phiếu biểu quyết không có ý kiến, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of abstentions, percentage of the total voting shares of the shareholders attending the meeting	Kết luận Conclusion
	<i>Proposal on the Amendment of the Company's Charter and the Draft Charter;</i>							
11	Tờ trình về việc bổ nhiệm các thành viên HĐQT và Ban kiểm soát nhiệm kỳ 2025 – 2030; <i>Proposal on the Appointment of Members of the Board of Directors and the Supervisory Board for the 2025 – 2030 Term;</i>%%%%%	...
12	Tờ trình về thù lao HĐQT năm 2024 và đề xuất chi trả thù lao HĐQT năm 2025; <i>Proposal on the Remuneration of the Board of Directors for 2024 and the Proposed Remuneration for 2025;</i>%%%%%	...
13	Tờ trình về việc Điều chỉnh tình hình thực hiện của Dự án: Công Ty Cổ Phần Sữa Quốc Tế - Chi Nhánh Bình Dương. <i>Proposal on the Adjustment of the</i>%%%%%	...

STT No.	Vấn đề biểu quyết Voting issues	Tổng số phiếu có quyền biểu quyết của Cổ đông tham dự ĐHĐCĐ Total number of voting shares of the shareholders attending the AGM	Tổng số phiếu biểu quyết không hợp lệ, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of invalid votes, percentage of the total ballot of the shareholders attending the meeting	Tổng số phiếu biểu quyết hợp lệ, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of valid votes, percentage of the total ballot of the shareholders attending the meeting	Tổng số phiếu biểu quyết tán thành, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of affirmative votes, percentage of the total voting shares of the shareholders attending the meeting	Tổng số phiếu biểu quyết không tán thành, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of negative votes, percentage of the total voting shares of the shareholders attending the meeting	Tổng số phiếu biểu quyết không có ý kiến, tỷ lệ trên tổng số phiếu biểu quyết của cổ đông dự họp Total number of abstentions, percentage of the total voting shares of the shareholders attending the meeting	Kết luận Conclusion
	<i>Implementation of the Project: International Dairy Products Joint Stock Company – Binh Duong Branch.</i>							
14	Tờ trình về việc Điều chỉnh tình hình thực hiện của Dự án: Công Ty Cổ Phần Sữa Quốc Tế. <i>Proposal on the Adjustment of the Implementation of the Project: International Dairy Products Joint Stock Company.</i>%%%%%	...

2. Kết quả Bầu cử / Election Result:

- a. Ông/Bà, theo ủy quyền của Ban Bầu cử và Kiểm phiếu công bố kết quả bầu cử Thành viên HĐQT như sau (thực hiện bầu cử bằng Phiếu bầu cử):

Mr./Ms., authorized by the Election and Vote Counting Committee, hereby announces the results of the election for the Board of Directors' members as follows (conducted by ballot voting):

Tổng số phiếu bầu tham gia thực hiện bầu cử: [.....] phiếu, trong đó:

Total of voting shares for election: [.....] ballots, which include:

- Tổng số phiếu bầu hợp lệ: [.....] phiếu, chiếm tỷ lệ [.....] % trên tổng số phiếu bầu của cổ đông dự họp.

Total of the validity voting shares: [.....] shares, accounting for [.....] % of total of voting shares attending the AGM.

- Tổng số phiếu bầu không hợp lệ: [.....] phiếu, chiếm tỷ lệ [.....] % trên tổng số phiếu bầu của cổ đông dự họp.

Total of the invalidity ballots: [.....] shares, accounting for [.....] % of total of voting shares attending the AGM.

STT / No.	Ứng viên bầu cử / Issue of election	Số phiếu được bầu hợp lệ / The validity of voting shares	Tỷ lệ (%) / Ratio (%)	Kết luận / Result
1

- b. Ông/Bà, theo ủy quyền của Ban Bầu cử và Kiểm phiếu công bố kết quả bầu cử Thành viên Ban kiểm soát như sau (thực hiện bầu cử bằng Phiếu bầu cử):

Mr./Ms., authorized by the Election and Vote Counting Committee, hereby announces the results of the election for the Supervisory Board' members as follows (conducted by ballot voting):

Tổng số phiếu bầu tham gia thực hiện bầu cử: [.....] phiếu, trong đó:

Total of voting shares for election: [.....] ballots, which include:

- Tổng số phiếu bầu hợp lệ: [.....] phiếu, chiếm tỷ lệ [.....] % trên tổng số phiếu bầu của cổ đông dự họp.

Total of the validity voting shares: [.....] shares, accounting for [.....] % of total of voting shares attending the AGM.

- Tổng số phiếu bầu không hợp lệ: [.....] phiếu, chiếm tỷ lệ [.....] % trên tổng số phiếu bầu của cổ đông dự họp.

Total of the invalidity ballots: [.....] shares, accounting for [.....] % of total of voting shares attending the AGM.

STT / No.	Ứng viên bầu cử / Issue of election	Số phiếu được bầu hợp lệ / The validity of voting shares	Tỷ lệ (%) / Ratio (%)	Kết luận / Result
1

V. THÔNG QUA BIÊN BẢN HỌP ĐHĐCĐ THƯỜNG NIÊN 2025
APPROVAL OF THE MINUTES OF THE AGM 2025

- Bà Chu Hải Yến, đại diện Ban Thư ký công bố Biên bản họp ĐHĐCĐ.
Mrs. Chu Hai Yen, representing the Secretariat, announces the Minutes of the AGM.
- ĐHĐCĐ không có ý kiến sửa đổi, bổ sung nội dung Biên bản họp ĐHĐCĐ.
The AGM has no comments on amending or supplementing the content of the Minutes.
- ĐHĐCĐ biểu quyết thông qua nội dung Biên bản họp ĐHĐCĐ với tỷ lệ biểu quyết thông qua đạt%/ tổng số cổ phần có quyền biểu quyết của Cổ đông/ người được Cổ đông ủy quyền dự họp (biểu quyết bằng Thẻ biểu quyết).
The AGM approves the content of the Minutes with an approval rate of% of the total voting shares of the shareholders/authorized representatives attending (voting by Voting Card).
- Chủ tọa ĐHĐCĐ cảm ơn Quý Cổ đông đã đồng hành cùng Công Ty.
The Chairman of the AGM thanks the Shareholders for accompanying the Company.
- Ban Tổ chức tuyên bố bế mạc ĐHĐCĐ.
The Organizing Board declares the AGM closed.
- ĐHĐCĐ kết thúc lúc 16 giờ 30 phút cùng ngày.
The AGM ends at 16:00 on the same day.

TRƯỞNG BAN THƯ KÝ
HEAD OF THE SECRETARIAT

TM. CHỦ TỊCH ĐOÀN
CHỦ TỊCH
ON BEHALF OF THE PRESIDIUM
CHAIRMAN

CHU HẢI YẾN

TÔ HẢI

CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF
LOF INTERNATIONAL DAIRY
PRODUCTS JOINT STOCK COMPANY

Số/No.:/NQ.ĐHĐCĐ.LOF

CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM
SOCIALIST REPUBLIC OF VIETNAM

Độc lập – Tự do – Hạnh phúc
Independence – Freedom – Happiness

NGHỊ QUYẾT
ĐẠI HỘI ĐỒNG CỔ ĐÔNG THƯỜNG NIÊN NĂM 2025
CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF
THE RESOLUTION
2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
LOF INTERNATIONAL DAIRY JOINT STOCK COMPANY

- Căn cứ Luật Doanh nghiệp số 59/2020/QH14 được Quốc hội nước Cộng hòa xã hội chủ nghĩa Việt Nam khóa XIV, kỳ họp thứ 9 thông qua ngày 17/6/2020;
Pursuant to the Law on Enterprise No. 59/2020/QH14 passed by the National Assembly of the Socialist Republic of Vietnam, 14th Legislature, 9th Session on June 17, 2020;
- Căn cứ Luật Chứng khoán số 54/2019/QH14 được Quốc hội nước Cộng hòa xã hội chủ nghĩa Việt Nam khóa XIV, kỳ họp thứ 8 thông qua ngày 26/11/2019;
Pursuant to the Law on Securities No. 54/2019/QH14 passed by the National Assembly of the Socialist Republic of Vietnam, 14th Legislature, 8th Session on November 26, 2019;
- Căn cứ Giấy đăng ký kinh doanh số 0500463609 do Sở Kế hoạch và Đầu tư Thành phố Hà Nội cấp lần đầu ngày 24/11/2014;
Based on Business Registration Certificate No. 0500463609 issued by the Hanoi Department of Planning and Investment on November 24, 2014;
- Căn cứ Điều lệ của Công ty Cổ phần Sữa Quốc tế Lof (“**Công ty**”);
*Based on the Charter of Lof International Dairy Joint Stock Company (“**Company**”);*
- Căn cứ Biên bản họp Đại hội đồng cổ đông thường niên năm 2025 số/BBH.ĐHĐCĐ.LOF ngày .../.../2025 của Công ty. Nay:
Based on the Minutes of the 2025 The Annual General Meeting of Shareholders No. /BBH.ĐHĐCĐ.LOF dated .../.../2025 of the Company. Now:

Đại Hội Đồng Cổ Đông Thường Niên năm 2025 (“**ĐHĐCĐ**”) của Công ty Cổ phần Sữa Quốc tế Lof đã thông qua Nghị quyết này với các nội dung sau đây:

*The 2025 Annual General Meeting of Shareholders (“**AGM**”) of Lof International Dairy Joint Stock Company has approved this resolution with the following contents:*

QUYẾT NGHỊ/ RESOLVE

Điều 1. Thông qua nội dung Quy chế đề cử, ứng cử, bầu cử thành viên Ban kiểm soát và Hội Đồng Quản Trị nhiệm kỳ 2025 - 2030 theo Tờ trình số/2025/TTr.HĐQT ngày .../.../2025 được đính kèm tại Nghị quyết này.

Article 1. Approve the contents of the nomination, candidacy, and election regulations for members of the Supervisory Board and the Board of Directors for the 2025 - 2030 term according to Proposal No. /2025/TTr.HĐQT dated, 2025, attached to this Resolution.

Điều 2. Thông qua nội dung Báo cáo kết quả hoạt động Sản xuất kinh doanh 2024 và định hướng kế hoạch năm 2025 theo Báo cáo số/2025/BC.LOF ngày .../.../2025 được đính kèm tại Nghị quyết này.

Article 2. Approve the contents of the Report on production and business results in 2024 and the plan's orientation in 2025 according to Report No. /2025/BC.LOF dated, 2025, attached to this Resolution.

Điều 3. Thông qua nội dung Báo cáo tổng kết hoạt động Hội Đồng Quản Trị năm 2024 và định hướng kế hoạch năm 2025 theo Báo cáo số/2025/BC.LOF ngày .../.../2025 được đính kèm tại Nghị quyết này.

Article 3. Approve the contents of the Report on the Summary of the BOD's activities in 2024 and the plan's orientation in 2025 according to Report No. /2025/BC.LOF dated, 2025, attached to this Resolution.

Điều 4. Thông qua nội dung Báo cáo hoạt động Ban kiểm soát năm 2024 và định hướng kế hoạch Ban kiểm soát năm 2025 theo Báo cáo số/2025/BC.LOF ngày .../.../2025.

Article 4. Approve the contents of the Supervisory Board's Activity Report in 2024 and the Supervisory Board's plan orientation in 2025 according to Report No. /2025/BC.LOF dated, 2025.

Điều 5. Thông qua nội dung Phê duyệt báo cáo tài chính năm 2024 đã kiểm toán theo Tờ trình số/2025/TTr.HĐQT ngày .../.../2025.

Article 5. Approve the contents of the approval of the audited Financial Statements for 2024 according to Proposal No. /2025/TTr.HĐQT dated, 2025.

Điều 6. Thông qua nội dung Lựa chọn đơn vị kiểm toán độc lập kiểm toán báo cáo tài chính năm 2025 theo Tờ trình số/2025/TTr.HĐQT ngày .../.../2025 được đính kèm tại Nghị quyết này.

Article 6. Approve the contents of the approval of the selection of an independent auditing firm to audit the Financial Statements for 2025 according to Proposal No. /2025/TTr.HĐQT dated, 2025, attached to this Resolution.

Điều 7. Thông qua nội dung Phân phối lợi nhuận, chia cổ tức năm 2024 và kế hoạch phân phối lợi nhuận năm 2025 theo Tờ trình số/2025/TTr.HĐQT ngày .../.../2025 được đính kèm tại Nghị quyết này.

Article 7. Approve the contents of the approval of the profit distribution plan, dividend distribution for 2024, and the profit distribution plan for 2025 according to Proposal No. /2025/TTr.HĐQT dated, 2025, attached to this Resolution.

Điều 8. Thông qua nội dung thông qua việc thông qua phương án mua lại cổ phiếu để giảm vốn điều lệ và các công việc liên quan theo Tờ trình số/2025/TTr.HĐQT ngày .../.../2025 được đính kèm tại Nghị quyết này.

Article 8. Approve the contents of the approval of the plan to repurchase shares to reduce charter capital and related tasks according to Proposal No. /2025/TTr.HĐQT dated, 2025, attached to this Resolution.

Điều 9. Thông qua nội dung Sửa đổi, bổ sung ngành, nghề kinh doanh của Công ty theo Tờ trình số/2025/TTr.HĐQT ngày .../.../2025 được đính kèm tại Nghị quyết này.

Article 9. Approve the contents of the approval of Amendment and Supplementation of the Company's Business Lines according to Proposal No. /2025/TTr.HĐQT dated, 2025, attached to this Resolution.

Điều 10. Thông qua nội dung điều chỉnh Điều lệ của Công ty và dự thảo Điều lệ theo Tờ trình số/2025/TTr.HĐQT ngày .../.../2025 được đính kèm tại Nghị quyết này.

Article 10. Approve the contents of the approval of amending the Company's Charter and the draft Charter according to Proposal No. /2025/TTr.HĐQT dated, 2025, attached to this Resolution.

Điều 11. Thông qua nội dung bổ nhiệm các thành viên HĐQT và Ban kiểm soát nhiệm kỳ 2025 - 2030 theo Tờ trình số/2025/TTr.HĐQT ngày .../.../2025 được đính kèm tại Nghị quyết này.

Article 11. Approve the contents of the approval of appointing members of the Board of Directors and the Supervisory Board for the 2025 - 2030 term according to Proposal No. /2025/TTr.HĐQT dated, 2025, attached to this Resolution.

Điều 12. Thông qua nội dung thù lao HĐQT năm 2024 và đề xuất chi trả thù lao HĐQT năm 2025 theo Tờ trình số/2025/TTr.HĐQT ngày .../.../2025 được đính kèm tại Nghị quyết này.

Article 12. Approve the contents of the approval of the Board of Directors' remuneration for 2024 and the proposed remuneration for 2025 according to Proposal No. /2025/TTr.HĐQT dated, 2025, attached to this Resolution.

Điều 13. Thông qua nội dung điều chỉnh tình hình thực hiện dự án của Dự án: Công Ty Cổ Phần Sữa Quốc Tế - Chi Nhánh Bình Dương theo Tờ trình số/2025/TTr.HĐQT ngày .../.../2025 được đính kèm tại Nghị quyết này.

Article 13. Approve the contents of the approval of adjusting the project implementation status of the Project: International Dairy Joint Stock Company - Binh Duong Branch according to Proposal No. /2025/TTr.HĐQT dated, 2025, attached to this Resolution.

Điều 14. Tờ trình về việc Điều chỉnh tình hình thực hiện của Dự án: Công Ty Cổ Phần Sữa Quốc Tế

Article 14. Proposal on the Adjustment of the Implementation of the Project: International Dairy Products Joint Stock Company.

Điều 15. Thông qua kết quả bầu cử thành viên Hội đồng quản trị nhiệm kỳ năm 2025 – 2030 như sau:

Article 15. Approval of the election results for the Board of Directors' members for the 2025 – 2030 term as follows:

.....

Điều 16. Thông qua kết quả bầu cử thành viên Ban kiểm soát nhiệm kỳ năm 2025 – 2030 như sau:

Article 16. Approval of the election results for the Supervisory Board's members for the 2025 – 2030 term as follows:

.....

Điều 17. Nghị Quyết này có hiệu lực thi hành kể từ ngày ký, và được lập thành 03 (ba) bản chính lưu tại trụ sở chính của Công ty.

Article 17. This Resolution takes effect from the date of signing and is made in 03 (three) original copies to be kept at the Company's headquarters.

Bình Dương, ngày tháng năm 2025

Nơi nhận/ Recipients:

- Các cổ đông/ Shareholders;
- Lưu VT, PC/ Filed at VT, PC.

TM. ĐẠI HỘI ĐỒNG CỔ ĐÔNG
ON BEHALF OF THE GENERAL MEETING OF
SHAREHOLDERS
CHỦ TỊCH/ CHAIRMAN

TÔ HẢI



VOTING PAPER FOR ELECTION OF THE MEMBER OF THE BOARD OF DIRECTORS IN ANNUAL GENERAL MEETING 2025

Shareholder's name:

Number of shares owned:

The number of members of the Board of Directors elected for the term 2025-2030: 05 Members, include 01 Independent members

Total number of votes:.....

- Each shareholder attending the AGM will be granted one ballot paper.
- The total of votes is defined by the voting shares multiple ("x") the number of members of the Board of Directors elected.
- Shareholders fill in the number of voting shares for each member so that the total number of voting shares must be equal to or lower than the total number of votes of each shareholder.

LIST OF CANDIDATES

No	Candidate's name	Member of the BOD/Independent member	Number of votes
1			
2			
3			
4			
5			
6			
Total			

Ho Chi Minh City,, 2025

Cổ đông/Người được ủy quyền/ (Shareholder/Authorized person)

(Ký và ghi rõ họ tên/Signature with full name)



ĐẠI HỘI ĐỒNG CỔ ĐÔNG THƯỜNG NIÊN NĂM 2025
ANNUAL GENERAL MEETING 2025
CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF
LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY
PHIẾU BẦU/VOTING SLIP
BAN KIỂM SOÁT/SUPERVISORY BOARD

Họ tên cổ đông/Shareholder's name:

Tổng số cổ phần sở hữu/Number of shares owned:

Số lượng Thành viên Ban kiểm soát bầu cử cho nhiệm kỳ 2025-2030: 03 Thành viên.

Number of Supervisory Board Members to be Elected for the 2025-2030 Term: 03 Members.

Tổng số phiếu bầu/Total number of votes:

- Mỗi cổ đông dự họp được cấp một phiếu bầu Ban kiểm soát/Each shareholder attending the AGM will be granted one ballot paper.
- Tổng số phiếu bầu sở hữu được tính bằng “Tổng số cổ phần” nhân (“x”) với “số lượng Thành viên Ban kiểm soát được bầu”. /The total of votes is defined by the voting shares multiple ("x") the number of members of Supervisory Board members elected.
- Cổ đông điền số cổ phần tín nhiệm cho mỗi thành viên mà mình tín nhiệm sao cho tổng số cổ phần tín nhiệm của các thành viên phải bằng hoặc thấp hơn tổng số phiếu bầu của mỗi cổ đông/Shareholders fill in the number of voting shares for each member so that the total number of voting shares must be equal to or lower than the total number of votes of each shareholder.

DANH SÁCH ỨNG CỬ VIÊN/LIST OF CANDIDATES

Stt/No	Họ tên ứng cử viên/Candidate's name	Số phiếu bầu/Number of votes
1		
2		
3		
Tổng cộng/Total		

TP. Hồ Chí Minh, ngày tháng năm 2025/ Ho Chi Minh City,, 2025

Cổ đông/Người được ủy quyền/ (Shareholder/Authorized person)

(Ký và ghi rõ họ tên/Signature with full name)



ĐƠN ĐỀ CỬ
THÀNH VIÊN HỘI ĐỒNG QUẢN TRỊ/ THÀNH VIÊN HỘI ĐỒNG QUẢN TRỊ
ĐỘC LẬP NHIỆM KỲ 2025 - 2030
CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF
NOMINATION FORM
BOARD OF DIRECTORS MEMBER/INDEPENDENT BOARD OF DIRECTORS
MEMBER TERM 2025 - 2030
LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

Kính gửi/ Dear: CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF/
LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

Chúng tôi/Tôi là cổ đông của Công Ty Cổ Phần Sữa Quốc Tế Lof đại diện cho..... cổ phần, tương đương với% vốn điều lệ của Công ty (Danh sách đính kèm ở trang sau) đề nghị Công ty cho chúng tôi/tôi được đề cử/ *We/I, a shareholder of LOF International Dairy Products Joint Stock Company, representing shares, equivalent to% of the Company's charter capital (List attached on the next page), hereby nominate:*

Ông/Bà/Mr./Ms:
CMND/CCCD số/ID No.: Ngày cấp/ *Date of Issue:* Nơi cấp/*Place of Issue:*

Địa chỉ thường trú/ *Permanent Address:*

Trình độ học vấn/ *Educational Qualification:*Chuyên ngành/*Major:*

Số lượng cổ phiếu IDP hiện đang sở hữu/ *Number of IDP shares currently owned:*cổ phần/shares (Bằng chữ/*In words:*.....cổ phần/shares)

Tương ứng với tổng mệnh giá là/*Equivalent to a total par value of:*đồng /VND.

Làm ứng cử viên thành viên Hội Đồng Quản Trị/thành viên Hội Đồng Quản Trị độc lập của Công Ty Cổ Phần Sữa Quốc Tế Lof nhiệm kỳ 2025 - 2030 tại kỳ Đại hội đồng cổ đông thường niên năm 2025 của Công ty.

As a candidate for the position of Board of Directors member/Independent Board of Directors member of LOF International Dairy Products Joint Stock Company for the term 2025 - 2030 at the 2025 Annual General Meeting of Shareholders of the Company.

Xin trân trọng cảm ơn/*Thank you very much./*

TP. Hồ Chí Minh, ngày tháng năm 2025
Ho Chi Minh City,, 2025

**ĐẠI DIỆN NHÓM CỔ ĐÔNG/
CỔ ĐÔNG ĐỀ CỬ**

**REPRESENTATIVE OF THE SHAREHOLDER
GROUP/ NOMINATING SHAREHOLDER**

**NGƯỜI ĐƯỢC ĐỀ CỬ
NOMINEE**

(Ký và ghi rõ họ tên/*Sign and write full name*)

(Ký và ghi rõ họ tên/*Sign and write full name*)



Lô C-13A-CN, đường N16, Khu công nghiệp Bàu Bàng mở rộng, Xã Long Tân, Huyện Dầu Tiếng, Tỉnh Bình Dương, Việt Nam
Lot C-13A-CN, Road no. N16, Bau Bang Expanded Industrial Zone, Long Tan Commune, Dau Tieng District, Binh Duong Province, Vietnam

T: (+84) 8 37906628 | F: (+84) 8 35260536 | W: <https://www.lof.vn>

DANH SÁCH CỔ ĐÔNG ĐỀ CỬ THÀNH VIÊN THAM GIA HỘI ĐỒNG QUẢN TRỊ

CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF

LIST OF SHAREHOLDERS NOMINATING MEMBERS TO THE BOARD OF DIRECTORS

LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

STT/No.	Tên cổ đông/ Shareholder's Name	Số CCCD/ ID No.:, nơi cấp/ Place of Issue, ngày cấp/Date of Issue	Địa chỉ/Address	Tổng số cổ phần sở hữu/Total Number of Shares Owned	Ký tên xác nhận/Signature for Confirmation
1					
2					
3					
4					
5					
6					
Tổng cộng/Total					



ĐƠN ĐỀ CỬ
THÀNH VIÊN BAN KIỂM SOÁT NHIỆM KỲ 2025 - 2030
CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF
NOMINATION FORM
SUPERVISORY BOARD MEMBER FOR THE TERM 2025 - 2030
LOF INTERNATIONAL DAIRY JOINT STOCK COMPANY

**Kính gửi/ Dear: CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF/
LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY**

Chúng tôi/Tôi là cổ đông của Công Ty Cổ Phần Sữa Quốc Tế Lof đại diện cho..... cổ phần, tương đương với% vốn điều lệ của Công ty (Danh sách đính kèm ở trang sau) đề nghị Công ty cho chúng tôi/tôi được đề cử/*We/I, a shareholder of LOF International Dairy Products Joint Stock Company, representing shares, equivalent to% of the Company's charter capital (List attached on the next page), hereby nominate:*

Ông/Bà/Mr./Ms:

CMND/CCCD số/ID No.: Ngày cấp/ Date of Issue: Nơi cấp/Place of Issue:

Địa chỉ thường trú/ Permanent Address:

Trình độ học vấn/ Educational Qualification:Chuyên ngành/Major:

Số lượng cổ phiếu IDP hiện đang sở hữu/ Number of IDP shares currently owned:cổ phần/shares (Bằng chữ/In words:.....cổ phần/shares)

Tương ứng với tổng mệnh giá là/Equivalent to a total par value of:đồng /VND

Làm ứng cử viên thành viên Ban kiểm soát của Công Ty Cổ Phần Sữa Quốc Tế Lof nhiệm kỳ 2025 - 2030 tại kỳ Đại hội đồng cổ đông thường niên năm 2025 của Công ty/ To be a candidate for the Board of Supervisors of Lof International Dairy Products Joint Stock Company for the 2025 - 2030 term at the Company's 2025 Annual General Meeting of Shareholders.

Xin trân trọng cảm ơn/ Thank you very much./.

NGƯỜI ĐƯỢC ĐỀ CỬ
NOMINEE

(Ký và ghi rõ họ tên/Sign and write full name)

TP. Hồ Chí Minh, ngày tháng năm 2025

Ho Chi Minh City,, 2025

**ĐẠI DIỆN NHÓM CỔ ĐÔNG/
CỔ ĐÔNG ĐỀ CỬ**

**REPRESENTATIVE OF THE SHAREHOLDER
GROUP/ NOMINATING SHAREHOLDER**

(Ký và ghi rõ họ tên/ Sign and write full name)



Lô C-13A-CN, đường N16, Khu công nghiệp Bàu Bàng mở rộng, Xã Long Tân, Huyện Dầu Tiếng, Tỉnh Bình Dương, Việt Nam
Lot C-13A-CN, Road no. N16, Bau Bang Expanded Industrial Zone, Long Tan Commune, Dau Tieng District, Binh Duong
Province, Vietnam
T: (+84) 8 37906628 | F: (+84) 8 35260536 | W: <https://www.lof.vn>

DANH SÁCH CỔ ĐÔNG ĐỀ CỬ THAM GIA THÀNH VIÊN BAN KIỂM SOÁT

CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF

LIST OF SHAREHOLDERS NOMINATING CANDIDATES FOR THE SUPERVISORY BOARD

LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

STT/No.	Tên cổ đông/ Shareholder's Name	Số CCCD/ ID No., nơi cấp/ Place of Issue, ngày cấp/Date of Issue	Địa chỉ/Address	Tổng số cổ phần sở hữu/Total Number of Shares Owned	Ký tên xác nhận/Signature for Confirmation
1					
2					
3					
4					
5					
6					
Tổng cộng/Total					



ĐƠN ỨNG CỬ
THÀNH VIÊN HỘI ĐỒNG QUẢN TRỊ/ THÀNH VIÊN HỘI ĐỒNG QUẢN TRỊ
ĐỘC LẬP NHIỆM KỲ 2025 - 2030
CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF
CANDIDACY APPLICATION
BOARD MEMBER / INDEPENDENT BOARD MEMBER
TERM 2025 – 2030
LOF INTERNATIONAL DAIRY JOINT STOCK COMPANY

Kính gửi/ Dear: CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF/
LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

Tôi tên là/ My name is:
CMND/CCCD số/ID No.: Ngày cấp/ Date of Issue: Nơi cấp/Place of Issue:
Địa chỉ thường trú/ Permanent Address:
Trình độ học vấn/ Educational Qualification: Chuyên ngành/Major:
Số lượng cổ phiếu IDP hiện đang sở hữu/ Number of IDP shares currently owned:cổ
phần/shares (Bằng chữ/In words:.....cổ phần/shares)
Trương ứng với tổng mệnh giá là/Equivalent to a total par value of:đồng /VND
Đề nghị Công Ty Cổ Phần Sữa Quốc Tế Lof cho tôi được ứng cử vị trí thành viên Hội Đồng Quản
Trị của Công Ty Cổ Phần Sữa Quốc Tế Lof nhiệm kỳ 2025 - 2030 tại kỳ Đại Hội Đồng Cổ Đông
Thường Niên năm 2025 của Công ty/ I respectfully request Lof International Dairy Products Joint
Stock Company to accept my candidacy for the position of Board Member of Lof International
Dairy Products Joint Stock Company for the 2025 - 2030 term at the 2025 Annual General Meeting
of Shareholders.
Nếu được các cổ đông tín nhiệm bầu làm thành viên Hội Đồng Quản Trị, tôi xin đem hết năng lực
và tâm huyết của bản thân để đóng góp cho sự phát triển của Công ty/If elected as a Board Member
by the trust of the shareholders, I pledge to dedicate my abilities and wholehearted commitment
to contributing to the development of the Company.
Xin trân trọng cảm ơn/ Thank you very much./.

TP. Hồ Chí Minh, ngày tháng năm 2025

Ho Chi Minh City,, 2025

NGƯỜI ỨNG CỬ/ CANDIDATE

(Ký và ghi rõ họ tên/ Sign and write full name)



ĐƠN ỨNG CỬ
THÀNH VIÊN BAN KIỂM SOÁT NHIỆM KỲ 2025 - 2030
CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF
CANDIDACY APPLICATION
MEMBER OF THE SUPERVISORY BOARD TERM 2025 – 2030
LOF INTERNATIONAL DAIRY JOINT STOCK COMPANY

Kính gửi/ Dear: CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF/
LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

Tôi tên là/ My name is:
CMND/CCCD số/ID No.: Ngày cấp/ Date of Issue: Nơi cấp/Place of Issue:
Địa chỉ thường trú/ Permanent Address:
Trình độ học vấn/ Educational Qualification:Chuyên ngành/Major:
Số lượng cổ phiếu IDP hiện đang sở hữu/ Number of IDP shares currently owned:cổ
phần/shares (Bằng chữ/In words:.....cổ phần/shares)
Tương ứng với tổng mệnh giá là/Equivalent to a total par value of:đồng /VND

Đề nghị Công Ty Cổ Phần Sữa Quốc Tế Lof cho tôi được ứng cử vị trí thành viên Ban Kiểm soát của Công Ty Cổ Phần Sữa Quốc Tế Lof nhiệm kỳ 2025 - 2030 tại kỳ Đại Hội Đồng Cổ Đông Thường Niên năm 2025 của Công ty/ I respectfully request Lof International Dairy Products Joint Stock Company to accept my candidacy for the position of Member of the Supervisory Board of Lof International Dairy Products Joint Stock Company for the 2025 - 2030 term at the 2025 Annual General Meeting of Shareholders.

Nếu được các cổ đông tín nhiệm bầu làm thành viên Ban Kiểm soát, tôi xin đem hết năng lực và tâm huyết của bản thân để đóng góp cho sự phát triển của Công ty/ If elected as a **Member of the Supervisory Board** by the trust of the shareholders, I pledge to dedicate my abilities and wholehearted commitment to contributing to the development of the Company.

Xin trân trọng cảm ơn/ Thank you very much./.

TP. Hồ Chí Minh, ngày tháng năm 2025

Ho Chi Minh City,, 2025

NGƯỜI ỨNG CỬ/ CANDIDATE

(Ký và ghi rõ họ tên/ Sign and write full name)

ảnh 3x4

**SƠ YẾU LÝ LỊCH CỦA ỨNG VIÊN THAM GIA
THÀNH VIÊN HỘI ĐỒNG QUẢN TRỊ/THÀNH VIÊN HỘI ĐỒNG QUẢN TRỊ
ĐỘC LẬP NHIỆM KỲ 2025 - 2030**

**CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF
CANDIDATE RESUME**

FOR THE POSITION OF BOARD MEMBER / INDEPENDENT BOARD MEMBER

TERM 2025 - 2030

LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

1. Họ và tên/*Full Name* : [...]
2. Giới tính/*Gender* : [...]
3. Ngày tháng năm sinh/*Date of Birth* : [...]
4. Nơi sinh/*Place of Birth* : [...]
5. Quốc tịch/*Nationality* : [...]
6. Số CCCD (Hộ chiếu)/ *ID Card (Passport) No* : [...] Ngày cấp/*Date of Issue*: [...] Nơi cấp/*Place of Issue*: [...]
7. Địa chỉ thường trú/*Permanent Address* : [...]
8. Số điện thoại liên lạc/*Contact Phone Number* : [...]
9. Trình độ văn hóa/*Educational Background* : [...]
10. Trình độ chuyên môn/*Professional Qualifications* : [...]
11. Quá trình công tác (nêu tóm tắt nơi công tác, chức vụ, nghề nghiệp)/*Work Experience (Briefly list workplaces, positions, and professional background)*: [...]
12. Chức vụ công tác hiện nay tại Công Ty Cổ Phần Sữa Quốc Tế LOF/*Current Position at LOF International Dairy Products JSC*: [...]
13. Chức vụ hiện đang nắm giữ ở các tổ chức khác/*Positions Held in Other Organizations*: [...]
14. Lợi ích liên quan tới Công ty/*Interests Related to the Company*: [...]
15. Tôi cam kết các nội dung sau đây/*Commitment*:
Căn cứ quy định của Luật Doanh nghiệp và Điều lệ Công Ty, cam kết mình có đủ điều kiện, tiêu chuẩn để tham gia vào vị trí Thành viên Hội đồng Quản trị ("**HĐQT**")/ Thành viên HĐQT độc lập và cam kết thực hiện nhiệm vụ của Thành viên HĐQT/ Thành viên HĐQT độc lập một cách cẩn trọng, trung thực và mẫn cán trong trường hợp được Đại hội đồng cổ đông tín nhiệm bầu và bổ nhiệm/ *In accordance with the Enterprise Law and the Company's Charter, I confirm that I meet all qualifications and requirements to apply for the position of Board Member / Independent Board Member. I pledge to perform my duties diligently, honestly, and responsibly if elected and appointed by the General Meeting of Shareholders.*

Tôi xin cam đoan những lời khai trên là hoàn toàn đúng sự thật, nếu có sai sót tôi xin chịu trách nhiệm trước Pháp luật/*I hereby declare that all the information provided above is true and accurate. If any discrepancies are found, I take full legal responsibility.*

..... , ngày tháng Năm 2025

.....,, 2025

Người khai/ Declarant

(Ký và ghi rõ họ tên/ Sign and write full name)

ảnh 3x4

SƠ YẾU LÝ LỊCH
CỦA ỨNG VIÊN THAM GIA
BAN KIỂM SOÁT NHIỆM KỲ 2025 - 2030
CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF

CANDIDATE RESUME

FOR THE POSITION OF SUPERVISORY BOARD MEMBER TERM 2025 - 2030

LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

1. Họ và tên/*Full Name* : [....]
2. Giới tính/*Gender* : [....]
3. Ngày tháng năm sinh/*Date of Birth* : [....]
4. Nơi sinh/*Place of Birth* : [....]
5. Quốc tịch/*Nationality* : [....]
6. Số CCCD (Hộ chiếu)/ *ID Card* : [....] Ngày cấp/*Date of Issue*: [....]
(*Passport*) No Nơi cấp/*Place of Issue*: [....]
7. Địa chỉ thường trú/*Permanent Address* : [....]
8. Số điện thoại liên lạc/*Contact Phone Number* : [....]
9. Trình độ văn hóa/*Educational Background* : [....]
10. Trình độ chuyên môn/*Professional Qualifications* : [....]
11. Quá trình công tác (nêu tóm tắt nơi công tác, chức vụ, nghề nghiệp)/*Work Experience (Briefly list workplaces, positions, and professional background)*: [....]
12. Chức vụ công tác hiện nay tại Công Ty Cổ Phần Sữa Quốc Tế LOF/*Current Position at LOF International Dairy Products JSC*: [....]
13. Chức vụ hiện đang nắm giữ ở các tổ chức khác/*Positions Held in Other Organizations*: [....]
14. Lợi ích liên quan tới Công ty/*Interests Related to the Company*: [....]
15. Tôi cam kết các nội dung sau đây/*Commitment*:
Căn cứ quy định của Luật Doanh nghiệp và Điều lệ Công Ty, cam kết mình có đủ điều kiện, tiêu chuẩn để tham gia vào vị trí Thành viên Hội đồng Quản trị ("**HDQT**")/ Thành viên HĐQT độc lập và cam kết thực hiện nhiệm vụ của Thành viên HĐQT/ Thành viên HĐQT độc lập một cách cẩn trọng, trung thực và mẫn cán trong trường hợp được Đại hội đồng cổ đông tín nhiệm bầu và bổ nhiệm/ *In accordance with the Enterprise Law and the Company's Charter, I confirm that I meet all qualifications and requirements to apply for the position of Board Member / Independent Board Member. I pledge to perform my duties diligently, honestly, and responsibly if elected and appointed by the General Meeting of Shareholders.*

Tôi xin cam đoan những lời khai trên là hoàn toàn đúng sự thật, nếu có sai sót tôi xin chịu trách nhiệm trước Pháp luật/ *I hereby declare that all the information provided above is true and accurate. If any discrepancies are found, I take full legal responsibility.*

..... , ngày tháng Năm 2025

.....,, 2025

Người khai/ Declarant

(Ký và ghi rõ họ tên/ Sign and write full name)



ĐẠI HỘI ĐỒNG CỔ ĐÔNG THƯỜNG NIÊN 2025
2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

PHIẾU ĐẶT CÂU HỎI
QUESTION CARD

Họ và tên cổ đông:

Shareholder's name:

Mã số cổ đông:

Shareholder's code:

Nội dung các câu hỏi/ Question:

.....

.....

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....., ngày tháng năm 2025

....., 2025

Tên cổ đông/Người đại diện ủy quyền
(Shareholder's name/ Authorized Representative)
(Ký, ghi rõ họ tên/Signature, full name)



THẺ BIỂU QUYẾT/VOTING CARD

**ĐẠI HỘI ĐỒNG CỔ ĐÔNG THƯỜNG NIÊN 2025
2025 ANNUAL GENERAL MEETING OF SHAREHOLDER**

**CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF
LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY**

Tên cổ đông/Người đại diện ủy quyền:

Shareholder's name/ Authorized Representative:

Tổng số cổ phần có quyền biểu quyết:

Total number of votes:

Mã số biểu quyết:

Shareholder's code:

....., ngày tháng năm 2025

.....,, 2025

**Tên cổ đông/Người đại diện ủy quyền
(Shareholder's name/ Authorized Representative)**

(Ký, ghi rõ họ tên/Signature, full name)



PHIẾU BIỂU QUYẾT/ VOTING BALLOT

ĐẠI HỘI ĐỒNG CỔ ĐÔNG THƯỜNG NIÊN NĂM 2025

CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF

ANNUAL GENERAL MEETING 2025

LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

Tên cổ đông/Người đại diện ủy quyền :

Shareholder's name/ Authorized Representative

Số ĐKSH :

PP No/Certificate of business registration No

Mã số biểu quyết :

Shareholder's code

Tổng số cổ phần sở hữu :

Number of shares owned

Tổng số phiếu biểu quyết :

Total number of votes

CÁC NỘI DUNG BIỂU QUYẾT/CONTENTS FOR VOTING

STT No.	Nội dung/ Content	Tán thành/ Agree	Không tán thành/ Disagree	Không có ý kiến/ No comment
1	Báo cáo Kết quả hoạt động Sản xuất kinh doanh 2024 và định hướng kế hoạch năm 2025; <i>The report on the results of business operation in 2024 and operational strategy orientation 2025;</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Báo cáo Tổng kết hoạt động Hội Đồng Quản Trị (" HDQT ") năm 2024 và định hướng kế hoạch năm 2025; <i>The operational report of the Board of Directors in 2024 and operational strategy orientation 2025;</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Báo cáo Hoạt động Ban kiểm soát năm 2024 và định hướng kế hoạch năm 2025; <i>The operation report of the Supervisory Board in 2024 and operational strategy orientation 2025;</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



4	Tờ trình về việc Phê duyệt báo cáo tài chính năm 2024 đã kiểm toán; <i>The Proposal for Approval the 2024 audited Financial Statement;</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Tờ trình về việc Lựa chọn đơn vị kiểm toán độc lập kiểm toán báo cáo tài chính năm 2025; <i>The Proposal for The selection of an independent auditors to audit the financial statements in 2024;</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Tờ trình về việc Phân phối lợi nhuận, chia cổ tức năm 2024 và kế hoạch phân phối lợi nhuận năm 2025; <i>The Proposal for The profit distribution plan, dividend payment in 2024 and the profit distribution plan in 2025;</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Tờ trình thông qua Quy chế đề cử, ứng cử, bầu cử thành viên HĐQT và Ban kiểm soát nhiệm kỳ 2025 – 2030; <i>The Proposal on Approving the Regulations on Nomination, Candidacy, and Election of the Supervisory Board and Board of Directors Members for the 2025 – 2030 Term;</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Tờ trình về việc Mua cổ phiếu để giảm vốn điều lệ và các công việc liên quan; <i>Proposal on the Share Repurchase to Reduce Charter Capital and Related Matters;</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Tờ trình về việc Sửa đổi, bổ sung ngành, nghề kinh doanh của Công ty; <i>Proposal on the Amendment and Supplementation of the Company's Business Lines;</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Tờ trình về việc Điều chỉnh Điều lệ Công ty và dự thảo Điều lệ; <i>Proposal on the Amendment of the Company's Charter and the Draft Charter;</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Tờ trình về việc bầu các thành viên HĐQT và Ban kiểm soát nhiệm kỳ 2025 – 2030;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



	<i>Proposal on the Election of Members of the Board of Directors and the Supervisory Board for the 2025 – 2030 Term;</i>			
12	Tờ trình về thù lao HĐQT năm 2024 và đề xuất chi trả thù lao HĐQT năm 2025; <i>Proposal on the Remuneration of the Board of Directors for 2024 and the Proposed Remuneration for 2025;</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	Tờ trình về việc Điều chỉnh tình hình thực hiện của Dự án: Công Ty Cổ Phần Sữa Quốc Tế - Chi Nhánh Bình Dương. <i>Proposal on the Adjustment of the Implementation of the Project: International Dairy Products Joint Stock Company – Binh Duong Branch.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Tờ trình về việc Điều chỉnh tình hình thực hiện của Dự án: Công Ty Cổ Phần Sữa Quốc Tế <i>Proposal on the Adjustment of the Implementation of the Project: International Dairy Products Joint Stock Company</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

....., ngày tháng năm 2025

.....,, 2025

Tên cổ đông/Người đại diện ủy quyền
(Shareholder's name/ Authorized Representative)

(Ký, ghi rõ họ tên/Signature, full name)

PROPOSAL

**Re: Approval of the nomination, candidacy, and election regulations for
the Board of Directors and Supervisory Board for the 2025 - 2030 term**

To: GENERAL MEETING OF SHAREHOLDERS

LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

- *Based on the Charter of organization and operation of Lof International Dairy Products Joint Stock Company.*

I. Approval of the nomination, candidacy, and election regulations for the members of the Board of Directors (“BOD”) and the Supervisory Board (“SB”) of Lof International Dairy Joint Stock Company for the 2025 – 2030 term.

To ensure that the election of additional members to the Supervisory Board and the Board of Directors for the 2025 – 2030 term at the 2025 Annual General Meeting of Shareholders of Lof International Dairy Joint Stock Company complies with the current legal regulations of Vietnam and the Company's Charter, and is conducted in a transparent, democratic manner, ensuring the legitimate rights of all shareholders, we respectfully submit to the Annual General Meeting of Shareholders (“AGM”) the draft regulations on the nomination and candidacy of members of the Board of Directors and the Supervisory Board as follows:

1. Regulations on the nomination and candidacy of members of the Supervisory Board and the Board of Directors.

- Number of Board of Directors members : 5 members.
- Number of Supervisory Board members : 3 members.
- Term : 5 years (2025 - 2030).
- Number of candidates for the Supervisory Board and the Board of Directors: Unlimited.

a. Nomination and candidacy rights for members of the Supervisory Board and the Board of Directors

Shareholders or groups of shareholders holding from 10% to less than 20% of the total shares may nominate a maximum of one member; from 20% to less than 30% may nominate a maximum of two members; from 30% to less than 40% may nominate a maximum of three members; from 40% to less than 50% may nominate a maximum of four members; from 50% to less than 60% may nominate a maximum of five members; from 60% to less than 70% may nominate a maximum of six members; from 70% to less



than 80% may nominate a maximum of seven members; and from 80% or more may nominate up to the maximum number of members to be elected. Nominees must meet the criteria specified in sections b and c below.

Candidate criteria for Board of Directors:

- Have full civil act capacity and not be subject to any restrictions on managing enterprises as stipulated by the Law on Enterprises;
- Have professional qualifications and experience in business management or in the company's business sector, and do not necessarily have to be a shareholder of the Company, unless otherwise stipulated by the Company's Charter;
- Members of the Company's Board of Directors may concurrently be members of the Board of Directors at a maximum of 5 other companies;
- Not be subject to the provisions of Clause 2, Article 17 of the Law on Enterprises No. 59/2020/QH14 dated June 17, 2022;
- Independent members of the Board of Directors must meet the standards specified in Clause 2, Article 155 of the Law on Enterprises, specifically:
- Independent members of the Board of Directors must meet the standards specified in Clause 2, Article 155 of the Law on Enterprises, specifically:
 - o Not be currently working for the company, its parent company, or its subsidiary; not have worked for the company, its parent company, or its subsidiary for at least the past 3 consecutive years;
 - o Not be receiving salaries or remuneration from the company, except for allowances that members of the Board of Directors are entitled to as per regulations;
 - o Not have a spouse, biological father, adoptive father, biological mother, adoptive mother, biological child, adopted child, biological brother, biological sister, or biological sibling who is a major shareholder of the company; or be a manager of the company or its subsidiary;
 - o Not directly or indirectly own at least 1% of the total voting shares of the company;
 - o Not have been a member of the Board of Directors or the Supervisory Board of the company for at least the past 5 consecutive years, unless reappointed for 2 consecutive terms.

b. Criteria for candidacy for members of the Supervisory Board

- Members of the Supervisory Board must meet the standards and conditions stipulated in Article 169 of the Law on Enterprises 2020 and must not fall into the following categories:
 - o Working in the accounting or finance department of the Company;
 - o Being a member or employee of an independent auditing company that audits the Company's financial statements within the past 3 consecutive years.

2. Election Principles

- In accordance with the law, the company's charter, and by secret ballot.
- Voting rights are calculated based on the number of shares owned or represented. Election results are calculated based on the cumulative voting principle.
- The election and vote-counting committee is nominated by the presiding committee and approved by the General Meeting. Members of the election and vote-counting committee must not be on the nomination and candidacy list for the Supervisory Board or the Board of Directors.

3. Election Method

- The list of candidates for the Board of Directors and the Supervisory Board is arranged in alphabetical order by name, with full names written on the ballot.
- Election method:
 - o Conducted by cumulative voting: each shareholder has a total number of votes equal to the total number of shares owned multiplied by the number of members to be elected to the Board of Directors or the Supervisory Board. Shareholders may allocate all or part of their total votes to one or several candidates.
 - o Each attending shareholder is given one ballot for the Board of Directors and one ballot for the Supervisory Board. Shareholders fill in the number of shares they trust for each member they support, ensuring that the total number of trusted shares for all members is equal to or less than the total number of votes each shareholder has. In case of any mistakes, shareholders can contact the election and vote-counting committee to request a new ballot and must return the old one.
- Ballots will be placed in a sealed ballot box before the vote counting begins.
- Valid ballots: are pre-printed ballots issued by the organizing committee, without erasures, corrections, or additional content beyond what is specified for the ballot.
- The following ballots will be considered invalid:
 - o Ballots that erase all names on the ballot or cross out the candidates' names.
 - o Ballots that do not vote for any candidate on the list.
 - o Ballots that are not in the pre-printed format issued by the organizing committee, or have been erased, corrected, or contain additional content beyond what is specified for the ballot.
 - o The total number of trusted votes for the members exceeds the total number of votes of the shareholder.
- Vote counting: Conducted in a separate room under the supervision of shareholder representatives.
- The election and vote-counting committee is responsible for preparing the vote-counting minutes, announcing the results, and resolving any questions or complaints from shareholders (if any) together with the presiding committee.
- Ballots will be opened after counting as requested by the General Meeting of Shareholders of the Company.



4. Election Principles

The elected members of the Board of Directors and the Supervisory Board are determined by the highest number of votes. In case there are two or more candidates with the same number of votes, the candidate who owns more shares will be selected. If the number of shares owned is also equal, the decision will be based on the number of shares nominated.

II. Nomination and Candidacy Dossier for Supervisory Board Members

- Application for nomination and candidacy for the Supervisory Board and the Board of Directors (as per the form);
- Copies of the following documents: ID card, citizen identification card, permanent residence book, educational and professional qualification certificates;
- Curriculum vitae self-declared by the candidate.

Shareholders are kindly requested to send these documents to Lof International Dairy Joint Stock Company before March 17, 2025, to the following address:

Lof International Dairy Products Joint Stock Company

Address : Representative Office of Lof International Dairy Joint Stock Company, 217
Nguyen Van Thu, Da Kao Ward, District 1, Ho Chi Minh City

Phone : (+84) 8 62544455

Email : suaquocte@lof.vn

III. Effective Date

This election regulation takes effect immediately after being approved by the General Meeting of Shareholders.

Binh Duong, March 6, 2025

**ON BEHALF OF THE PRESIDIUM
CHAIRMAN**

Recipients:

- Shareholders;
- Archive VT, PC.



TO HAI



REPORT
Business Performance in 2024 and Plan for 2025

I. Overview of the Dairy Industry in 2024

2024 was a significant milestone as Vietnam witnessed recovery after the COVID-19 pandemic. GDP growth reached 6.8-7.0%. The fast-moving consumer goods (FMCG) sector showed signs of recovery in Q2/2024, thanks to increased consumption.

As purchasing power gradually returned, businesses faced fierce competition in the market. In the dairy industry, companies increased promotional activities and used live-stream sales channels with social media influencers, creating intense competition among brands with similar product segments.

However, LOF, with its breakthrough strategy of creating many new international quality products, recorded impressive growth: Fruit Milk (up 10%); Fresh Milk (up 83%); Cocoa Barley (up 32%); especially the new product Kun Jelly, which contributed 12% of LOF's total revenue.

This success was due to significant restructuring of the company, effective distribution management, introduction of new brands to expand customer segments, and maintaining effective investment in media and promotions for internationally quality products that meet consumer preferences.

II. Report on 2024 Results

1. Production and Business Situation:

Revenue increased, and key indicators of profit and company scale improved.

Indicators	Unit	2023	2024	% increase in 2024 compared to 2023
Net Revenue	Billion VND	6.655	7.658	15,08%
Profit Before Tax	Billion VND	1.152	1.108	-3,81%
Profit After Tax	Billion VND	924	875	-5,31%
EBITDA	Billion VND	1.230	1.205	-2,03%
Total Assets	Billion VND	5.244	6.945	32,43%
Equity	Billion VND	3.065	3.423	11,69%
Total Liabilities	Billion VND	2.180	3.522	61,59%
Equity/Total Assets	%	58%	49%	-15,66%
Total Debt/Total Assets	%	42%	51%	22,02%

ROE	%	30%	26%	-15,22%
ROA	%	18%	13%	-28,50%

2. Human Resources and Administration Situation: as of December 2024

Employees	Number of People	Rate (%)
Male Employees	1,475	55.9%
Female Employees	1,163	44.1%
Total	2,638	100%

Educational Level	Number of People	Rate (%)
Master's Degree	19	0.7%
Bachelor's Degree	656	24.9%
College, Intermediate	452	17.1%
Below Intermediate	1,511	57.3%
Total	2,638	100%

3. Social Activities:

Lof Kun Hotline Activities:

- Supported nearly 1,000 children under 18 years old in difficult circumstances, including those with serious illnesses, victims of domestic violence, and children with special needs to help them integrate into the community. Provided long-term financial support for orphans due to COVID-19, ensuring they receive education and proper care, with a total amount of 21,863,500,000 VND/year. Organized the "Lof Bus - Love Journey" program, a place for children to play and for parents to discuss parenting issues with companions.
- Repaired houses for poor households in Ba Vi with over 100 million VND, collaborated with reputable organizations to support disaster relief efforts, and provided equipment such as computers, desks, and fans to schools, with an estimated total cost of nearly 500,000,000 VND.
- Donated nearly 40,000 boxes of nutritious milk and thousands of gifts to hospitals and medical facilities for those in difficult circumstances, with an estimated cost of 15,000,000,000 VND.

III. Plan Orientation for 2025:

Indicators	UNIT	2024	2025	% increase in 2025 compared to 2024
Net Revenue	Billion VND	7.658	8.400 to 8.800	110% to 114%



Profit After Tax	Billion VND	875	360 đ to 440	41% to 50%
EBITDA	Billion VND	1.205	830 to 920	69% to 76%

Binh Duong, March 6, 2025

**LOF INTERNATIONAL DAIRY JOINT
STOCK COMPANY
CHIEF EXECUTIVE OFFICER**

Recipients:

- *Shareholders;*
- *Filed VT, PC.*



BUI HOANG SANG



REPORT

Report on the 2024 Board of Directors and Orientation of the 2025 plan

To: GENERAL MEETING OF SHAREHOLDERS

LOF INTERNATIONAL DAIRY JOINT STOCK COMPANY

The Board of Directors ("BOD") of LOF International Dairy Joint Stock Company would like to report to the General Meeting of Shareholders on the Summary of the Board of Directors activities in 2024.

I. Report on the Activities of the Board of Directors in 2024

1.1. Information on the Members of the Board of Directors in 2024:

In 2024, the Board of Directors operated actively and stably, with all 6/6 members participating. Details are as follows:

No.	Member of the BOD	Position	Start Date/End Date as BOD/Independent BOD Member	
			Appointment Date	Dismissal Date
1	Mr. To Hai	Chairman of the BOD	08/2020	
2	Mrs. Dang Pham Minh Loan	Member of the BOD	08/2020	
3	Mr. Dinh Quang Hoan	Member of the BOD	04/2020	
4	Mrs. Truong Nguyen Thien Kim	Member of the BOD	06/2021	
5	Mr. Doan Huu Nguyen	Member of the BOD	06/2021	
6	Mrs. Tran Thu Trang	Member of the BOD	04/2023	



1.2. Number of the BOD Meetings in 2024:

No.	Member of the BOD	Number of BOD meetings attended	Meeting attendance rate	Reasons for not attending meetings
1	Mr. To Hai	14/14	100%	
2	Mrs. Dang Pham Minh Loan	14/14	100%	
3	Mr. Dinh Quang Hoan	14/14	100%	
4	Mrs. Truong Nguyen Thien Kim	14/14	100%	
5	Mr. Doan Huu Nguyen	14/14	100%	
6	Mrs. Tran Thu Trang	14/14	100%	

1.3. Resolutions/Decisions of the Board of Directors Passed in 2024:

No.	Resolution/Decision Number	Date	Content	Approval Rate
1	001.2024/NQ. HĐQT.IDP	09/01/2024	Approval of the first cash dividend advance for 2023 and the final registration date.	100%
2	002/2024/NQ- HĐQT.IDP	29/01/2024	Approval of the list of participants for the 2024 Annual General Meeting of Shareholders.	100%
3	003/2024/NQ. HĐQT.IDP	02/02/2024	Approval of the change of General Director and legal representative.	100%
4	004/2024/NQ- HĐQT.IDP	06/02/2024	Approval of the replacement of the ESOP Regulation and adjustment of the list of employees participating in the ESOP program.	100%
5	005/2024/NQ. HĐQT.IDP	14/03/2024	Approval of the results of the issuance of shares under the employee stock option program.	100%
6	06/2024/NQ. HĐQT.IDP	12/06/2024	Approval of the content and signing of contracts	100%

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			between the Company and insiders.	
7	07/2024/NQ. HĐQT.IDP	24/06/2024	Approval of the establishment of a subsidiary, LOF Ha Nam International Dairy Co., Ltd.	100%
8	08/2024/NQ. HĐQT.IDP	03/07/2024	Approval of the selection of the auditing firm for 2024.	100%
9	09/2024/NQ. HĐQT.LOF	26/08/2024	Approval of the business plan, borrowing, mortgaging assets, and signing contracts/transactions at VietinBank - Ho Chi Minh City Branch, BIDV - Ben Nghe Branch, and Vietcombank - Phu Nhuan Branch.	100%
10	09A/2024/NQ. HĐQT.LOF	20/09/2024	Approval of LOF International Dairy JSC borrowing from LOF Ha Nam International Dairy Co., Ltd.	100%
11	09B/2024/NQ. HĐQT.LOF	05/11/2024	Approval of the adjustment of the overseas investment registration certificate in the Indonesian market.	100%
12	10/2024/NQ. HĐQT.LOF	18/11/2024	Approval of overseas investment in the form of establishing an economic organization in the Philippines.	100%
13	11/2024/NQ. HĐQT.LOF	13/12/2024	Approval of the first cash dividend advance for 2024 and the final registration date.	100%
14	12/2024/NQ. HĐQT.LOF	26/12/2024	Approval of the change of the head office address of	100%

			LOF Ha Nam International Dairy Co., Ltd.	
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- At regular meetings, the Board of Directors (BOD) reviews the implementation of resolutions, business performance, discusses, and decides on resolutions for the General Director and relevant managers to implement.
- According to the Corporate Governance Regulations, the BOD supervises and evaluates the General Director and company managers through the achievement of business objectives and assesses the capabilities and skills of other senior management.
- The BOD has implemented the contents approved at the 2024 Annual General Meeting of Shareholders' resolution, completed the issuance of shares under the employee stock option program.

1.4. Results: With the achievements in 2024, the BOD made great efforts and performed very well the tasks assigned in 2024, strictly complying with current legal regulations and the company's operational regulations. Notably, the BOD effectively unified the direction and business plans, ensured employment, maintained employee health and safety, and conducted business responsibly with stakeholders.

II. Plan Orientation of the Board of Directors for 2025

In 2025 and the coming years, the Board of Directors aims to continue strengthening and effectively managing the Company, ensuring the rights of shareholders. They will implement business plans and strategies according to the direction and resolutions of the 2025 Annual General Meeting of Shareholders, enhance cost control, and promote activities to increase revenue and profit.

The details of the plans and directions will be reported by the Board of Directors in the Company's meetings.

This is the report on the activities of the Board of Directors in 2024 and the direction and tasks for 2025, respectfully submitted to the Annual General Meeting of Shareholders for comments and approval.

Binh Duong, March 6, 2025

**ON BEHALF OF THE PRESIDIUM
CHAIRMAN**

Recipients:

- Shareholders;
- Filed VT, PC.



TO HAI

REPORT
Activities of the Supervisory Board in 2024 and
the Plan for the Supervisory Board in 2025

To: GENERAL MEETING OF SHAREHOLDERS

LOF INTERNATIONAL DAIRY RODUCTS JOINT STOCK COMPANY

The Supervisory Board ("SB") of Lof International Milk Joint Stock Company respectfully reports to the General Meeting of Shareholders on the results of the Supervisory Board's activities in 2024 and the direction of the Supervisory Board's activities in 2025.

1. Audited Financial Statements Review

The 2024 financial statements were audited by Ernst & Young Vietnam Limited Liability Company. In all material respects, the financial statements have truthfully and fairly reflected the Company's financial position, in accordance with accounting standards, accounting regimes, and relevant legal regulations concerning the preparation and presentation of financial statements.

2. Assessment of Key Risks

By strictly adhering to legal regulations and the recommendations of the auditing firm, the company's financial activities up to the present stage do not pose any significant risks.

3. Activities of the Supervisory Board

The current list of members is as follows:

No	Members of Supervisory Board	Position	Appointment date
1	Mrs. Hoang Ngoc Trieu Duong	Head of Board	12/01/2022
2	Mrs Ton Minh Phuong	Member	24/08/2020
3	Mrs Mai Thi Thanh Trang	Member	14/04/2023

3.1. Activities of the Supervisory Board in 2024:



- Inspection and Supervision Activities:
 - Attending BOD meetings. Supervising and inspecting the implementation of the BOD and the Executive Board according to the resolutions of the 2024 Annual General Meeting of Shareholders, the Company's governance regulations, and the Company's charter.
 - Reviewing the financial statements to assess the accuracy and fairness of the financial figures, ensuring compliance with Vietnamese accounting standards, accounting regimes, and current regulations.
 - Conducting regular and ad-hoc internal audits of the Company's functional departments to improve business performance and risk control.
- Developing Systems and Policies:
 - Collaborating with the Company's departments to develop an internal control system and policy regulations for management and operational activities.

3.2. Operational Results:

- Inspection and Supervision Activities:
 - The Executive Board ("EB") has fully performed its management responsibilities in compliance with the Company's charter, the resolutions of the Annual General Meeting of Shareholders, and other legal regulations.
 - The EB has implemented the resolutions of the Annual General Meeting of Shareholders accurately.
 - Through internal audit activities, the Supervisory Board (SB) found that although Lof International Dairy Joint Stock Company had a good year in terms of financial indicators, the control processes, internal management regulations, and policies were still incomplete. This led to occasional confusion in operations and coordination between departments. However, cost management and the strict supervision and use of asset resources were effective, resulting in high performance and efficiency in the functional departments.
- Developing Control Systems:
 - The Supervisory Board has been collaborating with the Executive Board (EB) to develop the operational regulations for the Supervisory Board, the Board of Directors, and the Management Board. Additionally, they have been working with department heads to review, amend, and supplement policies and procedures for the company's key and core activities.

3.3. Directions for activities in 2025:

- Objectives of activities

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- Supervise compliance with the laws, the Company's Charter, and the implementation of the resolutions of the General Meeting of Shareholders;
- Supervise financial performance to ensure transparency and accuracy of the figures in the financial reports;
- Conduct regular and ad-hoc inspections and supervision of all departments within the Company;
- Continue to refine and implement the operating principles of the Board of Directors and the Supervisory Board;
- Continue to collaborate with the Executive Board to develop, implement, and supervise policies and procedures applicable to all departments within the Company;
- Proactively research and participate in relevant courses to enhance the inspection and supervision skills of the members of the Supervisory Board.

Binh Duong, March 6, 2025

Recipients:

- *Shareholders;*
- *Filed VT, PC.*

**ON BEHALF OF THE SUPERVISORY BOARD
HEAD OF THE SUPERVISORY BOARD**



HOÀNG NGỌC TRIỀU DƯƠNG



PROPOSAL

Regarding the Approval of the Audited 2024 Financial Statements

To: GENERAL MEETING OF SHAREHOLDERS

LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

1. Financial Statements for 2024:

In 2024, Lof International Dairy Joint Stock Company (LOF) had a good year in terms of financial management, as presented in the 2024 financial statements audited by Ernst & Young Vietnam.

Unit: Billion VND

No.	Items	2023	2024	Percentage increase in 2024 compared to 2023
1	Short-term assets	3.497	3.882	10,99%
1.1	Cash and cash equivalents	212	269	27,15%
1.2	Short-term investments	2.048	1.582	-22,78%
1.3	Short-term receivables	740	1.181	59,47%
1.4	Inventory	435	642	47,38%
1.5	Other short-term assets	62	207	232,90%
2	Long-term assets	1.747	3.063	75,33%
2.1	Long-term receivables	7	9	25,65%
2.1	Fixed assets	817	853	4,42%
2.2	Construction in progress	596	1.347	126,01%
2.3	Long-term investments	204	200	-2,11%
2.4	Other long-term assets	123	654	431,64%
3	Liabilities	2.179	3.831	61,61%
3.1	Short-term liabilities	2.143	3.163	47,62%
3.2	Long-term liabilities	36	668	1.769,05%
4	Owner's equity	3.065	3.114	11,69%

- LOF's total assets increased by 1,701 billion VND (from 5,244 billion VND at the end of 2023 to 6,945 billion VND as of December 31, 2024), equivalent to 32.43%.
- Major changes in 2024 can be listed as follows:

- Construction in progress increased by 751 billion VND (from 596 billion VND in 2023 to 1,347 billion VND as of December 31, 2024);
- Other current assets increased by 531 billion VND (from 123 billion VND in 2023 to 654 billion VND as of December 31, 2024);
- Inventory:

Unit: Billion VND

Items	2023		2024	
	Original cost	Provision	Original cost	Provision
Raw materials	214,37	-1,57	268,44	-2,49
Finished goods	108,26		186,19	
Goods in transit	61,39		93,96	
Tools and equipment	47,67		70,04	
Merchandise	5,22		25,48	
TOTAL	436,91	-1,57	644,11	- 2,49

- Liabilities and equity:

- LOF's liabilities increased by 1.652 billion VND (from 2.179 billion VND in 2023 to 3.831 billion VND as of December 31, 2024), equivalent to 75,84%, including:
 - ✓ Short-term trade creditors to suppliers increased by 272 billion VND, equivalent to 41.10%;
 - ✓ Short-term borrowings increased by 706 billion VND to purchase fixed assets for the Binh Duong Branch.

No.	Items	2023	2024	Percentage increase in 2024 compared to 2023
1	Current Ratio	1,63	1,23	-24,81%
2	Inventory Turnover Ratio	9,57	8,42	-11,99%
3	Return on Assets (ROA) (%)	17,63%	12,60%	-28,50%
4	Return on Equity (ROE) (%)	30,16%	28,11%	-6,81%

- Business results of LOF in 2024 according to the audited results are as follows:

Unit: Billion VND

No	Items	2023	2024	Percentage increase in 2024 compared to 2023
1	Net revenue	6.655	7.658	15,08%
2	Gross profit	2.707	3.125	15,46%
3	Profit Margin Ratio	17%	14,21%	-17,71%
4	Sales expenses	1.451	1.884	29,87%
5	Administrative Expenses	177	249	40,62%
6	Net profit	1.165	1.105	-5,17%



7	<i>Profit before taxes</i>	1.152	1.108	-3,81%
8	<i>Profit After taxes</i>	924	875	-5,31%

- In 2024, LOF recorded net revenue of 7,658 billion VND, an increase of 1,003 billion VND, equivalent to 15.08% compared to 2023.
- Gross profit in 2024 reached 3,125 billion VND, an increase of 15.46% compared to 2023. LOF's profit margin ratio reached 14.21% in 2024.
- Net profit from business activities reached 1,105 billion VND, a decrease of 5.17%, and profit before taxes reached 1,108 billion VND, a decrease of 3.81%.
- Profit after taxes in 2024 reached 875 billion VND, a decrease of 5.31% compared to 2023.

2. Auditor's Opinion:

In our opinion, the accompanying financial statements have truthfully and fairly reflected, in all material respects, the financial position of the Company as of December 31, 2024, as well as the results of its business operations and cash flows for the fiscal year ending December 31, 2024, in accordance with Vietnamese Accounting Standards, the Vietnamese Enterprise Accounting System, and relevant legal regulations concerning the preparation and presentation of financial statements.

3. Board of Directors' Proposal

The Board of Directors submits to the General Meeting of Shareholders for approval the full text of the audited 2024 financial statements.

Binh Duong, March 6, 2025

Recipients:

- *Shareholders;*
- *Filed VT, PC.*

**ON BEHALF OF THE PRESIDIUM
CHAIRMAN**



TO HAI



PROPOSAL

**Regarding: Selection of an Independent Auditing Firm for the Audit of
the 2025 Financial Statements**

To: GENERAL MEETING OF SHAREHOLDERS

LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

To achieve the goal of enhancing professionalism in management and administration, and ensuring transparency in the business activities of Lof International Dairy Products Joint Stock Company ("LOF"), the Supervisory Board respectfully submits to the General Meeting of Shareholders the selection of an independent auditing firm to audit the Company's 2025 financial statements as follows:

1. Criteria for selecting an auditing firm:

The firm selected to provide auditing services for LOF must meet the following requirements:

- Be an independent auditing firm with a good reputation, approved by the State Securities Commission to audit issuers, listed organizations, and securities trading organizations;
- There are experts and auditors with high qualifications and extensive experience in auditing financial statements, in accordance with Vietnamese Accounting Standards (VAS), corporate accounting regimes, and International Financial Reporting Standards (IFRS);
- There is not conflicts of interest when auditing LOF's financial statements;
- Offer reasonable and competitive service fees.

2. Proposed Opinion

The Supervisory Board respectfully submits to the General Meeting of Shareholders for approval the authorization of the Board of Directors to select from the following auditing firms for the fiscal year 2025. Công ty TNHH KPMG Việt Nam;

- Deloitte Vietnam Co., Ltd. (Deloitte);
- Ernst & Young Vietnam Co., Ltd. (EY);
- PwC Vietnam Co., Ltd. (PwC).

The Supervisory Board respectfully submits to the General Meeting of Shareholders for consideration and approval.



Binh Duong, March 6, 2025

Recipients:

- *Shareholders;*
- *Filed VT, PC.*

**ON BEHALF OF THE SUPERVISORY BOARD
HEAD OF THE SUPERVISORY BOARD**



HOÀNG NGỌC TRIỀU DƯƠNG



PROPOSAL

Regarding: Profit Distribution and Dividend Policy for 2024 and Profit Distribution Plan for 2025

To: GENERAL MEETING OF SHAREHOLDERS

LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

- Based on the Enterprise Law No. 59/2020/QH14 dated June 17, 2020, and related legal regulations;
- Based on the Securities Law No. 54/2019/QH14 dated November 26, 2019, and its guiding documents;
- Based on the Charter of Lof International Dairy Joint Stock Company.

Based on the Company's production and business results in 2024, the Board of Directors reports to the General Meeting of Shareholders the profit distribution plan for 2024 and the dividend plan for 2025 as follows:

1. Profit Distribution and Dividend Plan for 2024

- Based on the Company's production and business results in 2024, the Board of Directors submits to the General Meeting of Shareholders for approval the profit distribution plan.
 - Specifically:

STT	Content	Value (VND)
A	Profit after tax for 2024	875.301.760.418
B	Allocation to the Reserve Fund for Capital Supplementation	-
C	Allocation to the Financial Reserve Fund	-
D	Undistributed profit for 2024 (= A + B + C)	875.301.760.418
E	Cumulative undistributed profit as of 31/12/2024	1.950.075.452.659
F	Dividend payment for the first installment of 2024 in cash	309.022.360.000
G	Reward and Welfare Fund	1.679.966.430
H	Development Investment Fund	5.150.000.000



- Assign the Board of Directors to organize the allocation and distribution of the above funds in compliance with legal regulations.
- b. The Board of Directors submits to the General Meeting of Shareholders for approval the dividend distribution for 2024:
 - First installment (already paid): Implementation rate of 50% per share (1 share receives 5,000 VND)
 - Second installment: Authorize the Board of Directors to decide the distribution rate, timing, payment method, and other related issues and procedures for the second installment dividend payment to shareholders.

2. Profit Distribution Plan for 2025

The Board of Directors respectfully submits to the General Meeting of Shareholders for approval the proposed profit distribution plan for 2025 as follows:

- Expected: 50% per share to 80% per share
- Authorize the Board of Directors, based on the Company's business results and business plans at each point in time and ensuring cash flow optimization, to have full authority to decide all matters related to the 2025 dividend distribution, including whether or not to make interim dividend payments, the interim dividend rate, timing, payment method, and other related issues and procedures for interim dividend payments to shareholders.

Binh Duong, March 6, 2025

Recipients:

- *Shareholders;*
- *Filed VT, PC.*

ON BEHALF OF THE PRESIDIUM

CHAIRMAN



TO HAI

No.: 08/2025/TTr.HĐQT

PROPOSAL

Regarding: Approval of the Plan to Repurchase Shares to Reduce Charter Capital and Related Matters

To: GENERAL MEETING OF SHAREHOLDERS

LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

- *Based on the Enterprise Law No. 59/2020/QH14 dated June 17, 2020, and related legal regulations;*
- *Based on the Securities Law No. 54/2019/QH14 dated November 26, 2019, and its guiding documents;*
- *Based on the Charter of Lof International Dairy Joint Stock Company.*

The Board of Directors respectfully submits to the General Meeting of Shareholders for approval the plan to repurchase shares to reduce charter capital and related matters as follows:

1. Name of the repurchased shares: Shares of Lof International Dairy Joint Stock Company, stock code IDP, currently listed on the Hanoi Stock Exchange (UPCOM);
2. Type of shares: Common shares;
3. Par value of shares: 10,000 VND per share;
4. Total number of shares registered for repurchase as treasury shares: Up to 5% of the outstanding shares (equivalent to approximately 3,000,000 shares);
5. Purpose of repurchasing shares: To reduce the number of outstanding shares and increase shareholder value;
6. Source of funds: Expected to use the share premium reserve and/or undistributed after-tax profits according to the most recent audited/reviewed financial statements;
7. Expected transaction time: After the State Securities Commission approves the Company's share repurchase registration dossier and the Company has disclosed information as required;
8. Transaction method: Matching orders and/or agreements through a securities company, in accordance with legal regulations;



9. Pricing principles: According to the provisions of Circular 120/2020/TT-BTC dated December 31, 2020, of the Ministry of Finance on trading listed shares, registered transactions, and listed securities, and other relevant regulations according to the trading regulations of the Vietnam Stock Exchange;
10. Price (price range): According to the market price at the time of the transaction, ensuring compliance with the pricing range regulations under Circular 120 and other relevant legal documents and the current trading regulations of the Vietnam Stock Exchange;
11. Purchase volume: According to the provisions of Circular 120 and other relevant regulations according to the trading regulations of the Vietnam Stock Exchange;
12. Reduction of the Company's charter capital after repurchasing shares:
 - (i) Current charter capital: 618,044,720,000 VND
 - (ii) Total number of shares outstanding at par value: 61,804,472
 - (iii) Expected reduction in charter capital: 30,000,000,000 VND
 - (iv) Expected charter capital after reduction: 588,044,720,000 VND
 - (v) Total number of shares outstanding after expected reduction in charter capital: 58,804,472

The company will reduce its charter capital corresponding to the total value of the actual number of shares repurchased at par value within 10 days from the date of completion of the share repurchase payment.

13. Amendment and Supplementation of the Charter: Approve the policy on amending and supplementing the Company's Charter related to charter capital, shares, etc., after the Company completes the share repurchase to reduce charter capital according to the actual share repurchase results. The General Director is responsible for finalizing, signing, and issuing the new Charter updated with the amendments and supplements as prescribed.
14. Submission to the General Meeting of Shareholders: Assign and authorize the Chairman of the Board of Directors to perform the following tasks based on their functions, duties, powers, and the actual situation:
 - (i) Decide on the implementation plan for the share repurchase to carry out related procedures, including but not limited to: deciding the timing, the maximum number of shares to be repurchased, the price, and the price range suitable for the actual market and share conditions at the time of repurchase;
 - (ii) Select and appoint a securities company as the agent to execute the share repurchase transaction;
 - (iii) Prepare related documents and materials, and carry out the necessary procedures to report the share repurchase to the State Securities Commission (SSC) and explain to the SSC (if any);



- (iv) Supplement and amend the share repurchase plan as required by the SSC or for the purpose of complying with relevant legal regulations (if any);
- (v) Balance and decide on the source of funds to be used for the share repurchase;
- (vi) Decide on the reduction of charter capital based on the share repurchase results and direct the implementation of the charter capital reduction procedures at the business registration authority;
- (vii) Decide on the amendment of the provisions related to charter capital, shares, etc., in the Company's Charter after completing the share repurchase;
- (viii) Decide, direct, and carry out the necessary procedures to adjust the Securities Registration Certificate at the Vietnam Securities Depository and Clearing Corporation (VSDC) and register the change in securities listing due to the share repurchase at the Hanoi Stock Exchange;
- (ix) Perform other related tasks to complete the share repurchase in accordance with the law;
- (x) The Chairman of the Board of Directors is authorized to delegate/assign the General Director or another legally authorized person to perform the assigned/authorized tasks as approved by the General Meeting of Shareholders.

The Board of Directors respectfully submits this for the consideration and approval of the General Meeting of Shareholders.

Binh Duong, March 6, 2025

Recipients:

- *Shareholders;*
- *Filed VT, PC.*

**ON BEHALF OF THE PRESIDIUM
CHAIRMAN**



TO HAI



PROPOSAL

Re: Amendment and Addition of Business Lines

**To: GENERAL MEETING OF SHAREHOLDERS
LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020, and its guiding documents;
- Pursuant to the Law on Securities No. 54/2019/QH14 dated November 26, 2019, and its guiding documents;
- Pursuant to the Charter of LOF International Dairy Products Joint Stock Company (the “Company”);

To meet the Company's production and business needs and expand the export market, the Board of Directors (“BOD”) respectfully submits to the Shareholders for consideration the amendment and addition of business lines as follows:

Article 1. Amendment of Business Lines:

No.	Amended Business Line	Industry Code	Main Business Line (If the amended business line is a main business line, mark X to select one among the declared business lines)
1	Processing of milk and dairy products	1050	x
2	Manufacture of non-alcoholic beverages and mineral water	1104	
3	Wholesale of other household goods	4649	
	Details: Wholesale of suitcases, bags, wallets, leather, and imitation leather products; Wholesale of ceramics, porcelain, and glassware; Wholesale of household electrical appliances, lamps, and lighting fixtures; Wholesale of beds, wardrobes, tables, chairs, and similar furniture; Wholesale of sports equipment and supplies; Wholesale of perfumes, cosmetics, and sanitary products; Wholesale of toys and game products; Wholesale of other household goods not classified elsewhere (excluding books, newspapers, magazines, pharmaceuticals, and goods listed under the categories restricted from export,		



import, and distribution by foreign investors and foreign-invested economic organizations under Vietnamese law).		
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Article 2. Addition of Business Lines

No.	Additional Business Line	Industry Code	Main Business Line (If the additional business line is a main business line, mark X to select one among the declared business lines)
1	Manufacture of other food products not elsewhere classified	1079	
	Details: Production of artificial concentrates and special food products such as nutritional foods.		
2	Wholesale of other construction materials and installation equipment	4663	

Article 3. Authorization for Implementation

The General Meeting of Shareholders unanimously authorizes the General Director – the Company's legal representative – to carry out all necessary procedures related to the addition of business lines with the Department of Planning and Investment in accordance with applicable legal regulations.

Article 4. Amendment of the Company Charter

The Company Charter shall be amended and supplemented to reflect the business lines newly added as stated above.

Bình Dương, March 6, 2025

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

Recipients:

Shareholders;

Filed at VT, PC.

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TÔ HẢI

PROPOSAL

Re: Amendment of the Company Charter

**To: GENERAL MEETING OF SHAREHOLDERS
LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020, and its guiding documents;
- Pursuant to the Law on Securities No. 54/2019/QH14 dated November 26, 2019, and its guiding documents;
- Pursuant to the Charter of LOF International Dairy Products Joint Stock Company (the “Company”);

Based on the prevailing legal regulations and practical requirements regarding the Company's organization and operations, the Board of Directors ("BOD") hereby submits for the Shareholders' consideration the proposed amendments to the Company Charter as follows:

1. Amendment to Clause 1, Article 4 - Business Objectives of the Company:

“1. The Company's business sectors:

No.	Business Sector	Industry Code
1	Dairy processing and dairy products manufacturing	1050 (Primary)
2	Wholesale of food products (excluding rice, cane sugar, beet sugar, and goods restricted from foreign investors and foreign-invested enterprises in terms of export, import, and distribution rights as per regulations)	4632
3	Wholesale of beverages (excluding foreign-invested enterprises' restricted goods; alcohol business is subject to legal conditions and planning requirements)	4633
4	Wholesale of other household goods (including luggage, bags, wallets, leather, and imitation leather products; ceramics, glassware; household electrical appliances, lighting equipment; furniture; sporting goods; perfumes, cosmetics, hygiene products; toys, and other miscellaneous household goods excluding books, pharmaceuticals, and restricted items for foreign investors)	4649
5	Wholesale of textiles, garments, and footwear (including wholesale of apparel, footwear, carpets, bedding, curtains, and other textile products, excluding restricted items for foreign investors)	4641
6	Wholesale of other specialized items not elsewhere classified (including packaging materials, plastic products such as bags, bottles; cartons, paper packaging; food industry raw materials, flavorings, additives, and chemicals, excluding restricted items for foreign investors)	4669



7	General wholesale (excluding restricted items for foreign investors)	4690
8	Retail of other goods at markets or via mobile sales (excluding restricted items for foreign investors)	4789
9	Retail via mail order or internet (excluding internet auctions and restricted items for foreign investors)	4791
10	Retail of toys and games in specialized stores (excluding restricted items for foreign investors)	4764
11	Retail of textiles, footwear, leather and imitation leather products in specialized stores (including clothing, footwear, school bags, briefcases, travel bags, and similar items, excluding restricted items for foreign investors)	4771
12	Retail of carpets, mattresses, bedding, curtains, wall and floor coverings in specialized stores (excluding restricted items for foreign investors)	4753
13	Retail of household electrical appliances, furniture, lighting equipment, and other household items in specialized stores	4759
14	Manufacture of non-alcoholic beverages and mineral water	1104
15	Warehousing and storage	5210
16	Manufacture of other food products not elsewhere classified (including concentrated artificial food products and specialized nutritional foods)	1079
17	Wholesale of construction materials and installation equipment	4663

The full text of the revised Company Charter is attached hereto.

The Board of Directors hereby submits this proposal for the approval and adoption of the revised Charter by the General Meeting of Shareholders.

Bình Dương, March 6, 2025

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

Recipients:

Shareholders;

Filed at VT, PC.



TÔ HẢI



PROPOSAL

*Re: Election of Members of the Board of Directors and the Supervisory Board
for the 2025 - 2030 Term*

**To: GENERAL MEETING OF SHAREHOLDERS
LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020, and its guiding documents;
- Pursuant to the Law on Securities No. 54/2019/QH14 dated November 26, 2019, and its guiding documents;
- Pursuant to the Charter of LOF International Dairy Products Joint Stock Company (the "Company");

The Board of Directors ("BOD") respectfully submits to the General Meeting of Shareholders ("GMS") for consideration the election of members of the Board of Directors and members of the Supervisory Board for the 2025 - 2030 term as follows:

1. Election of Members of the Board of Directors

- a. Number of BOD members to be elected: 05, including 01 independent BOD member.
- b. Term of BOD members: 2025 – 2030.
- c. The list of candidates for the BOD election has been reviewed to ensure compliance with the eligibility criteria set forth in the Company's Charter and applicable legal regulations.

2. Election of Members of the Supervisory Board

- a. Number of Supervisory Board members to be elected: 03.
- b. Term of Supervisory Board members: 2025 – 2030.
- c. The list of candidates for the Supervisory Board election has been reviewed to ensure compliance with the eligibility criteria set forth in the Company's Charter and applicable legal regulations.

The Board of Directors respectfully submits this proposal for the approval and adoption of the General Meeting of Shareholders.

Recipients:
Shareholders;
Filed at VT, PC.

Bình Dương, March 6, 2025

ON BEHALF OF THE BOARD OF DIRECTORS



TÔ HẢI

PROPOSAL

Re: Compensation for the Board of Directors

**To: GENERAL MEETING OF SHAREHOLDERS
LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020, and its guiding documents;
- Pursuant to the Law on Securities No. 54/2019/QH14 dated November 26, 2019, and its guiding documents;
- Pursuant to the Charter of LOF International Dairy Products Joint Stock Company (the "Company");

The Board of Directors ("BOD") respectfully submits to the General Meeting of Shareholders ("GMS") for consideration and approval of the compensation for the BOD for the year 2024 and the proposed compensation for the year 2025 as follows:

1. Compensation paid in 2024: 0 VND/year
2. Proposed compensation for 2025: 0 VND/year

The Board of Directors respectfully submits this proposal for the approval and adoption of the General Meeting of Shareholders.

Bình Dương, March 6, 2025

Recipients:
Shareholders;
Filed at VT, PC.

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



TÔ HẢI

PROPOSAL

*Re: Adjustment of the Implementation Progress of the Project: LOF INTERNATIONAL
DAIRY PRODUCTS JOINT STOCK COMPANY – BINH DUONG BRANCH*

**To: GENERAL MEETING OF SHAREHOLDERS
LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020, and its guiding documents;
- Pursuant to the Law on Securities No. 54/2019/QH14 dated November 26, 2019, and its guiding documents;
- Pursuant to the Charter of LOF International Dairy Products Joint Stock Company (the “Company”);

Based on the Company's operational objectives, the Board of Directors ("BOD") respectfully submits to the General Meeting of Shareholders ("GMS") for approval of the adjustment to the implementation progress of the project: LOF International Dairy Products Joint Stock Company – Binh Duong Branch, as follows:

1. Update on Investor Information:

The new registration is as follows:

- **Investor Name:** LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY
- **Head Office Address:** Lot C-13A-CN, Bau Bang Industrial Park Expansion, Long Tan Commune, Dau Tieng District, Binh Duong Province.

2. Change in Project Name:

The new registration is as follows:

- **Project Name:** LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY – BINH DUONG DAIRY FACTORY

3. Addition of Project Objectives:

The new registration is as follows:



No.	Project Objectives	Industry Name	VSIC Code	CPC Code
1	Dairy processing and dairy product manufacturing	Dairy processing and dairy products manufacturing	1050	-
2	Production of non-alcoholic beverages and mineral water	Production of non-alcoholic beverages and mineral water	1104	-
3	Production of other food products not elsewhere classified	Details: Production of artificial concentrates, specialized nutritional foods	1079	-

4. Adjustment of Project Scale:

The new registration is as follows:

Phase 1:

- Dairy processing and dairy product manufacturing: **250,000 tons of products/year**
- Production of non-alcoholic beverages and mineral water (non-carbonated): **50,000 tons of products/year**

Phase 2:

- Dairy processing and dairy product manufacturing: **286,000 tons of products/year**
- Production of non-alcoholic beverages and mineral water: **98,500 tons of products/year**
- Production of other food products not elsewhere classified: **500 tons/year**

5. Adjustment of Total Investment Capital:

The new registration is as follows:

- **Total Investment Capital:** VND 6,500,000,000,000 (Six trillion five hundred billion dong).
- **Capital Contribution for Project Implementation:** VND 2,300,000,000,000 (Two trillion three hundred billion dong), accounting for **35%** of total investment capital.

Details on Capital Contribution Value, Ratio, Method, and Timeline:

Investor Name	Contributed Capital (Million VND)	Equivalent in USD	Contribution Method	Contribution Timeline
LOF International Dairy Products Joint Stock Company	200,000	-	Cash	Completed (March 2022)
	600,000	-	Cash	Completed (October 2022)
	1,500,000	-	Cash	Q2/2026



Total	2,300,000	-	-	-
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6. Adjustment of Project Implementation Schedule:

The new registration is as follows:

Capital Contribution and Fund Mobilization Schedule:

- **Capital Contribution Deadline:** Q2/2026
- **Fund Mobilization Deadline:** December 2027

Implementation Schedule of Major Project Objectives:

Phase 1:

- **Construction Progress:** Q3/2023 – Q1/2025
- **Machinery and Equipment Installation:** Q1/2025
- **Project Operational Launch:** Q1/2025

Phase 2:

- **Construction Progress:** From Q4/2026
- **Machinery and Equipment Installation:** Q1/2031
- **Project Operational Launch:** Q2/2027

7. Authorization:

The General Director is authorized to represent the Company in signing all necessary documents and performing all required or appropriate actions related to the amendment procedures for the Investment Registration Certificate of the project: LOF International Dairy Products Joint Stock Company – Binh Duong Branch, regarding the project implementation progress and other legal procedures in accordance with Vietnamese law.

The Board of Directors respectfully submits this proposal for the approval and adoption of the General Meeting of Shareholders.

Recipients:
Shareholders;
Filed at VT, PC.

Binh Duong, March 6, 2025

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



TÔ HẢI

PROPOSAL

*Re: Adjustment of the Implementation Progress of the
Project: INTERNATIONAL DAIRY
PRODUCTS JOINT STOCK COMPANY*

**To: GENERAL MEETING OF SHAREHOLDERS
LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020, and its guiding documents;
- Pursuant to the Law on Securities No. 54/2019/QH14 dated November 26, 2019, and its guiding documents;
- Pursuant to the Charter of LOF International Dairy Products Joint Stock Company (the “Company”);

Based on the Company's operational objectives, the Board of Directors ("BOD") respectfully submits to the General Meeting of Shareholders ("GMS") for approval of the adjustment to the implementation progress of the project: International Dairy Products Joint Stock Company as follows:

1. Update on Investor Information:

The new registration is as follows:

- **Investor Name:** LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY
- **Head Office Address:** Lot C-13A-CN, Bau Bang Industrial Park Expansion, Long Tan Commune, Dau Tieng District, Binh Duong Province.

2. Change in Project Name:

The new registration is as follows:

- **Project Name:** LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY
– LOF CU CHI DAIRY FACTORY

3. Addition of Project Objectives:

The new registration is as follows:



No.	Project Objectives	Industry Name	VSIC Code	CPC Code
1	Dairy processing and dairy product manufacturing	Dairy processing and dairy products manufacturing	1050	-
2	Production of non-alcoholic beverages and mineral water	Production of non-alcoholic beverages and mineral water	1104	-
3	Production of other food products not elsewhere classified	Details: Production of artificial concentrates, specialized nutritional foods	1079	-

4. Implementation Plan

4.1 The General Director is authorized to decide and execute necessary procedures, including but not limited to:

- Determining project scale, capital contribution, and project implementation timeline.
- Establishing the specific timeline for implementing the adjustments.
- Executing the amendments to the Investment Registration Certificate and other legal procedures required under Vietnamese law.
- The General Director may delegate authority to others to perform tasks within the scope of the authorized matters.

4.2 The adjustment process must be completed within **12 months** from the date the resolution takes effect.

The Board of Directors respectfully submits this proposal for the approval and adoption of the General Meeting of Shareholders.

Recipients:

Shareholders;

Filed at VT, PC.

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Bình Dương, March 6, 2025
ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN



TÔ HẢI



PROPOSAL

Regarding the Approval of the List of the Presidium, Secretariat, Election, and Vote-Counting Committee

To: **GENERAL MEETING OF SHAREHOLDERS**
LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

– Pursuant to the Charter of LOF International Dairy Products Joint Stock Company (the “Company”);

To facilitate the commencement of the meeting, the Organizing Committee of the 2025 Annual General Meeting of Shareholders of LOF International Dairy Joint Stock Company hereby submits for approval the personnel for the Presidium, Secretariat, and Election and Vote-Counting Committee as follows:

I. PRESIDIUM

- **Mr. To Hai** - Chairman of the Board of Directors (“BOD”): Chairperson;
- **Mr. Bui Hoang Sang** - General Director.

II. SECRETARIAT

- **Ms. Chu Hai Yen** - Head of the Secretariat;
- **Ms. Nguyen Thi Son Ca** - Member of the Secretariat.

III. ELECTION AND VOTE-COUNTING COMMITTEE

- **Mr. Phan Van Thang** - Head of the Election and Vote-Counting Committee;
- **Ms. Le Nguyen Huyen Trang** - Member of the Election and Vote-Counting Committee;
- **Ms. Nguyen Thi Vien** - Member of the Election and Vote-Counting Committee.

We respectfully submit this Proposal to the General Meeting of Shareholders for consideration and approval.

Bình Dương, March 6, 2025

ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN

Recipients:

Shareholders;

Filed at VT, PC.



LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY

DRAFT

CHARTER
LOF INTERNATIONAL DAIRY PRODUCTS JOINT
STOCK COMPANY

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XXI. EFFECTIVE DATE

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I. DEFINITIONS OF TERMS IN THE CHARTER

Article 1. Interpretation of Terms

1. In this Charter, the following terms shall be understood as follows:
 - a) "Charter Capital" refers to the total nominal value of shares that have been sold or registered for purchase at the time of establishing the joint-stock company, as stipulated in Article 6 of this Charter.
 - b) "Voting Capital" refers to the share capital that entitles the holder to vote on matters within the authority of the General Meeting of Shareholders.
 - c) "Enterprise Law" refers to Enterprise Law No. 59/2020/QH14, passed by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020.
 - d) "Securities Law" refers to Securities Law No. 54/2019/QH14, passed by the National Assembly of the Socialist Republic of Vietnam on November 26, 2019.
 - e) "Vietnam" refers to the Socialist Republic of Vietnam.
 - f) "Date of Establishment" refers to the date on which the Company is first granted an Enterprise Registration Certificate or any equivalent document.
 - g) "Executive Officers" refers to the General Director, Deputy General Directors, and Chief Accountant.
 - h) "Corporate Managers" refers to individuals managing the Company, including the Chairman of the Board of Directors, members of the Board of Directors, and the General Director.
 - i) "Related Persons" refers to individuals and organizations as defined in Clause 46, Article 4 of the Securities Law.
 - j) "Shareholder" refers to an individual or organization that owns at least one share of the joint-stock company.
 - k) "Founding Shareholder" refers to a shareholder who holds at least one ordinary share and is listed in the founding shareholder list of the joint-stock company.
 - l) "Major Shareholder" refers to a shareholder as defined in Clause 18, Article 4 of the Securities Law.
 - m) "Operating Term" refers to the Company's operating period as defined in Article 2 of this Charter and any extensions (if any) approved by the General Meeting of Shareholders.
 - n) "Stock Exchange" refers to the Vietnam Stock Exchange and its subsidiaries.
2. Any references to one or more regulations or documents in this Charter include any amendments, supplements, or replacements thereof.
3. The headings (Sections, Articles of this Charter) are used for convenience and shall not affect the content of this Charter.

II. COMPANY NAME, FORM, HEADQUARTERS, BRANCHES, REPRESENTATIVE OFFICES, BUSINESS LOCATIONS, OPERATING TERM, AND LEGAL REPRESENTATIVES

Article 2. Company Name, Form, Headquarters, Branches, Representative Offices, Business Locations, and Operating Term

1. Company Name:
 - Vietnamese Name: CÔNG TY CỔ PHẦN SỮA QUỐC TẾ LOF
 - English Name: LOF INTERNATIONAL DAIRY PRODUCTS JOINT STOCK COMPANY
 - Abbreviated Name: LOF., JSC
2. The Company is a joint-stock company with legal entity status in accordance with the applicable laws of Vietnam.
3. Registered Office of the Company:
 - Headquarters Address: Lot C-13A-CN, N16 Street, Bau Bang Industrial Park Expansion, Long Tan Commune, Dau Tieng District, Binh Duong Province, Vietnam

- Telephone:
 - Fax:
 - E-mail: suaquocte@lof.vn
 - Website: <https://lof.vn>
4. The Company may establish branches and representative offices in business locations to achieve its operational objectives, in accordance with decisions of the Board of Directors and within the limits permitted by law.
 5. Unless terminated earlier as specified in Clause 2, Article 54, or extended as stipulated in Article 55 of this Charter, the Company's operating term shall be indefinite from the date of its establishment.

Article 3. Legal Representatives of the Company

The Company shall have **two (02) legal representatives**, including:

1. **Chairman of the Board of Directors**
2. **General Director**

The rights and obligations of the legal representatives shall be equal and in accordance with the law.

III. OBJECTIVES, BUSINESS SCOPE, AND OPERATIONS OF THE COMPANY

Article 4. Company's Business Objectives

1. The Company's Business Sectors and Industries:

No.	Business Sector	Industry Code
1	Dairy processing and dairy products manufacturing	1050 (Primary)
2	Wholesale of food products (excluding rice, cane sugar, beet sugar, and goods restricted from foreign investors and foreign-invested enterprises in terms of export, import, and distribution rights as per regulations)	4632
3	Wholesale of beverages (excluding foreign-invested enterprises' restricted goods; alcohol business is subject to legal conditions and planning requirements)	4633
4	Wholesale of other household goods (including luggage, bags, wallets, leather, and imitation leather products; ceramics, glassware; household electrical appliances, lighting equipment; furniture; sporting goods; perfumes, cosmetics, hygiene products; toys, and other miscellaneous household goods excluding books, pharmaceuticals, and restricted items for foreign investors)	4649
5	Wholesale of textiles, garments, and footwear (including wholesale of apparel, footwear, carpets, bedding, curtains, and other textile products, excluding restricted items for foreign investors)	4641
6	Wholesale of other specialized items not elsewhere classified (including packaging materials, plastic products such as bags, bottles; cartons, paper packaging; food industry raw materials, flavorings, additives, and chemicals, excluding restricted items for foreign investors)	4669
7	General wholesale (excluding restricted items for foreign investors)	4690
8	Retail of other goods at markets or via mobile sales (excluding restricted items for foreign investors)	4789

9	Retail via mail order or internet (excluding internet auctions and restricted items for foreign investors)	4791
10	Retail of toys and games in specialized stores (excluding restricted items for foreign investors)	4764
11	Retail of textiles, footwear, leather and imitation leather products in specialized stores (including clothing, footwear, school bags, briefcases, travel bags, and similar items, excluding restricted items for foreign investors)	4771
12	Retail of carpets, mattresses, bedding, curtains, wall and floor coverings in specialized stores (excluding restricted items for foreign investors)	4753
13	Retail of household electrical appliances, furniture, lighting equipment, and other household items in specialized stores	4759
14	Manufacture of non-alcoholic beverages and mineral water	1104
15	Warehousing and storage	5210
16	Manufacture of other food products not elsewhere classified (including concentrated artificial food products and specialized nutritional foods)	1079
17	Wholesale of construction materials and installation equipment	4663

2. Company's Business Objectives: The Company is committed to providing the community with the highest quality and most nutritious products, fulfilling its responsibility to human life and society, and striving to become one of the leading enterprises in the industry.

Article 5. Business Scope and Operations of the Company

1. The Company is allowed to conduct business activities in the industries specified in this Charter, which have been registered, updated, and publicly disclosed on the National Business Registration Portal.
2. The Company may engage in other business sectors that are not prohibited by law and have been approved by the General Meeting of Shareholders.

IV. CHARTER CAPITAL, SHARES, AND FOUNDING SHAREHOLDERS

Article 6. Charter Capital, Shares, and Founding Shareholders

1. The charter capital of the Company is **VND 618,044,720,000** (Six hundred eighteen billion, forty-four million, seven hundred twenty thousand Vietnamese dong).
2. The total charter capital of the Company is divided into **61,804,472** (Sixty-one million, eight hundred four thousand, four hundred seventy-two) shares, with a par value of **VND 10,000 per share**.
3. The Company may change its charter capital upon approval by the General Meeting of Shareholders and in compliance with legal regulations.
4. As of the effective date of this Charter, the Company's shares include ordinary shares. The rights and obligations of shareholders holding each type of share are specified in Articles 12 and 13 of this Charter.
5. The Company may issue other types of preferred shares upon approval by the General Meeting of Shareholders and in accordance with legal regulations.
6. Ordinary shares must be offered for sale on a priority basis to existing shareholders in proportion to their ownership of ordinary shares in the Company unless the General Meeting of Shareholders decides otherwise. Any unsold shares shall be decided upon by the Board of Directors, which may distribute them to shareholders or other investors under conditions not more favorable than those

offered to existing shareholders, unless otherwise approved by the General Meeting of Shareholders.

7. The Company may repurchase shares that it has issued in accordance with the provisions of this Charter and applicable laws.
8. The Company may issue other types of securities in compliance with legal regulations.
9. The maximum foreign ownership ratio in the Company is 100% of the charter capital.

Article 7. Share Certificates

1. Shareholders of the Company shall be issued share certificates corresponding to the number and type of shares they own.
2. A share certificate is a security that confirms the legal rights and interests of the holder over a portion of the Company's share capital. Share certificates must contain all required details as stipulated in Clause 1, Article 121 of the Enterprise Law.
3. Within seven (07) working days from the date of submission of a complete application for the transfer of share ownership (as required by the Company) or within seven (07) working days from the date of full payment for shares under the Company's share issuance plan (or any other specified period), the shareholder shall be issued a share certificate. Shareholders shall not bear any costs for printing share certificates.
4. If a share certificate is lost, damaged, or destroyed, the shareholder may request the Company to reissue it. The request must include:
 - a) Information about the lost, damaged, or destroyed share certificate;
 - b) A commitment to take responsibility for any disputes arising from the issuance of a new share certificate.

Article 8. Other Securities Certificates

Bond certificates or other securities certificates issued by the Company must be signed by a legal representative and bear the Company's seal.

Article 9. Transfer of Shares

1. All shares shall be freely transferable **unless otherwise stipulated in this Charter or by law**. Shares that are listed or registered for trading on a stock exchange shall be transferred in accordance with the **laws on securities and stock markets**.
2. **Unpaid shares** cannot be transferred, nor can they benefit from related rights, including dividend entitlements, receipt of bonus shares, pre-emptive rights to purchase newly issued shares, or any other shareholder rights as prescribed by law.

Article 10. Share Repurchase (Applicable upon Company Establishment)

1. If a shareholder fails to pay in full and on time the amount payable for subscribed shares, the Board of Directors shall notify the shareholder and has the right to demand full payment. The shareholder remains responsible for the financial obligations of the Company corresponding to the total nominal value of the subscribed shares that have not been paid.
2. The payment demand notice shall specify a **new payment deadline (at least seven (07) days from the date of notice)**, the payment location, and a warning that failure to comply will result in **share forfeiture**.
3. The Board of Directors has the right to **reclaim** unpaid shares if the payment obligations are not met within the specified period.

4. **Forfeited shares** shall be treated as shares eligible for sale as stipulated in Clause 3, Article 112 of the Enterprise Law. The Board of Directors may sell or redistribute them under terms and conditions it deems appropriate.
5. Shareholders holding **forfeited shares** shall lose their shareholder status regarding those shares. However, they remain **liable for financial obligations** arising at the time of forfeiture, as determined by the Board of Directors, until full payment is made. The Board of Directors has the authority to **enforce full payment of the share value** at the time of forfeiture.
6. A **forfeiture notice** shall be sent to the affected shareholder **before the forfeiture takes effect**. The forfeiture remains valid even if there are errors or negligence in the notice delivery

V. ORGANIZATIONAL STRUCTURE, MANAGEMENT, AND CONTROL

Article 11. Organizational Structure, Management, and Control

The Company's management, governance, and control structure includes:

1. General Meeting of Shareholders;
2. Board of Directors;
3. Supervisory Board;
4. General Director.

VI. SHAREHOLDERS AND GENERAL MEETING OF SHAREHOLDERS

Article 12. Rights of Shareholders

1. Ordinary shareholders shall have the following rights:
 - a) Attend and speak at General Meetings of Shareholders and exercise voting rights directly or through an authorized representative or other forms as prescribed by the Company's Charter and laws. Each ordinary share carries one vote;
 - b) Receive dividends as determined by the General Meeting of Shareholders;
 - c) Have preemptive rights to purchase newly issued shares in proportion to their ownership of ordinary shares in the Company;
 - d) Freely transfer their shares to others, except as provided in Clause 3, Article 120, Clause 1, Article 127 of the Enterprise Law, and other relevant legal provisions;
 - e) Review, access, and extract information on the names and contact addresses in the list of shareholders with voting rights; request amendments to incorrect information;
 - f) Review, access, extract, or copy the Company's Charter, minutes of General Meetings of Shareholders, and resolutions of the General Meeting of Shareholders;
 - g) Receive a portion of the remaining assets corresponding to their shareholding percentage when the Company is dissolved or goes bankrupt;
 - h) Request the Company to repurchase shares under the cases specified in Article 132 of the Enterprise Law;
 - i) Be treated equally. Each share of the same type confers equal rights, obligations, and benefits to its holders. If the Company issues preferred shares, the rights and obligations attached to them must be approved by the General Meeting of Shareholders and fully disclosed to shareholders;
 - j) Access full periodic and ad-hoc information disclosed by the Company as prescribed by law;
 - k) Be protected in their legal rights and interests; request suspension or annulment of resolutions or decisions of the General Meeting of Shareholders or the Board of Directors as prescribed by the Enterprise Law;
 - l) Other rights as provided by law and this Charter.
2. Shareholders or groups of shareholders owning **at least 5% of the total ordinary shares** shall have the following rights:

- a) Request the Board of Directors to convene a General Meeting of Shareholders as stipulated in Clause 3, Article 115, and Article 140 of the Enterprise Law;
 - b) Review, access, and extract minutes, resolutions, and decisions of the Board of Directors, semi-annual and annual financial statements, reports of the Supervisory Board, contracts, transactions requiring Board approval, and other documents, except for those related to the Company's trade secrets or business secrets;
 - c) Request the Supervisory Board to investigate specific issues related to the Company's management and operations when deemed necessary. The request must be in writing and include:
 - Full name, contact address, nationality, and legal identification details for individual shareholders;
 - Company name, business registration number or legal identification details, and headquarters address for organizational shareholders;
 - The number of shares and date of share registration for each shareholder, the total number of shares held by the shareholder group, and their ownership percentage in the Company's total share capital;
 - The issue to be investigated and the purpose of the investigation.
 - d) Propose matters to be included in the agenda of the General Meeting of Shareholders. The proposal must be in writing and submitted to the Company at least **03 (three) working days** before the meeting date. It must include the shareholder's name, the number of shares held, and the specific agenda item proposed;
 - e) Other rights as provided by law and this Charter.
3. Shareholders or groups of shareholders owning **at least 10% of the total ordinary shares** shall have the right to nominate candidates for the Board of Directors and the Supervisory Board. The nomination process shall be as follows:
- a) Ordinary shareholders forming a group to nominate candidates for the Board of Directors and the Supervisory Board must notify other shareholders attending the General Meeting before it starts;
 - b) Based on the number of members in the Board of Directors and the Supervisory Board, shareholders or groups of shareholders in this category may nominate **one or more** candidates for election to these bodies. If the number of candidates nominated is lower than the number they are entitled to nominate, the remaining candidates shall be nominated by the Board of Directors, the Supervisory Board, and other shareholders.

Article 13. Obligations of Shareholders

Ordinary shareholders shall have the following obligations:

1. Fully and timely pay for subscribed shares.
2. Not withdraw contributed capital from the Company in any form, except when the Company or another entity repurchases the shares. If a shareholder unlawfully withdraws capital, they and any related persons must **jointly bear liability** for the Company's debts and other financial obligations up to the value of the withdrawn shares and any resulting damages.
3. Comply with the Company's Charter and internal management regulations.
4. Abide by resolutions and decisions of the General Meeting of Shareholders and the Board of Directors.
5. Maintain confidentiality of information provided by the Company under its Charter and legal provisions; use such information **only** to exercise and protect their legitimate rights and interests; and **strictly prohibit** the dissemination, copying, or forwarding of such information to other organizations or individuals.

6. Attend the General Meeting of Shareholders and exercise their voting rights through the following methods:
 - a) Attend and vote directly at the meeting;
 - b) Authorize another individual or entity to attend and vote on their behalf;
 - c) Participate and vote through an online meeting, electronic voting, or other electronic methods;
 - d) Submit voting ballots via mail, fax, or email.
7. Assume **personal responsibility** if they act on behalf of the Company in any form to engage in the following:
 - a) Violating laws;
 - b) Conducting business or transactions for personal gain or for the benefit of another organization or individual;
 - c) Making payments for debts not yet due before financial risks to the Company arise.
8. Fulfill all other obligations as required by applicable laws.

Article 14. General Meeting of Shareholders

1. The General Meeting of Shareholders consists of all shareholders with voting rights and is the highest decision-making body of the Company. The Annual General Meeting of Shareholders shall be held once a year within four (04) months from the end of the fiscal year. The Board of Directors may decide to extend the time for holding the Annual General Meeting of Shareholders if necessary, but not exceeding six (06) months from the end of the fiscal year. In addition to the annual meeting, the General Meeting of Shareholders may also convene extraordinary meetings. The venue of the General Meeting of Shareholders shall be determined based on the location where the chairperson attends and must be within the territory of Vietnam.
2. The Board of Directors shall convene the Annual General Meeting of Shareholders and select an appropriate venue. The Annual General Meeting of Shareholders shall decide on matters as stipulated by law and the Company's Charter, particularly the approval of the audited annual financial statements. In case the audit report on the Company's financial statements contains material exceptions, adverse opinions, or disclaimers, the Company must invite representatives of the approved audit organization that conducted the audit to attend the Annual General Meeting of Shareholders. The representatives of the approved audit organization shall be responsible for attending the meeting.
3. The Board of Directors must convene an Extraordinary General Meeting of Shareholders in the following cases:
 - a) The Board of Directors deems it necessary for the benefit of the Company;
 - b) The number of members of the Board of Directors or the Supervisory Board falls below the minimum required by law;
 - c) At the request of shareholders or groups of shareholders as stipulated in Clause 2, Article 115 of the Enterprise Law. The request for convening an Extraordinary General Meeting of Shareholders must be made in writing, stating the reason and purpose of the meeting, and must be signed by the requesting shareholders or compiled from multiple documents with sufficient signatures from the relevant shareholders;
 - d) At the request of the Supervisory Board;
 - e) Other cases as stipulated by law and this Charter.
4. Convening an Extraordinary General Meeting of Shareholders:
 - a) The Board of Directors must convene an Extraordinary General Meeting of Shareholders within [30] days from the date when the number of remaining members of the Board of Directors, independent members of the Board of Directors, or members of the Supervisory

- Board falls below the prescribed minimum under point b, Clause 3 of this Article, or upon receiving a request as stipulated in points c and d, Clause 3 of this Article.
- b) If the Board of Directors fails to convene the Extraordinary General Meeting of Shareholders as required in point a, Clause 4 of this Article, then within the following 30 (thirty) days, the Supervisory Board shall replace the Board of Directors in convening the meeting in accordance with Clause 3, Article 140 of the Enterprise Law.
 - c) If the Supervisory Board also fails to convene the Extraordinary General Meeting of Shareholders as stipulated in point b, Clause 4 of this Article, shareholders or groups of shareholders as specified in point c, Clause 3 of this Article shall have the right to request a representative of the Company to convene the meeting as provided by the Enterprise Law.
 - d) In this case, the shareholders or groups of shareholders convening the meeting may request the Business Registration Authority to supervise the procedures for convening, conducting the meeting, and making decisions at the General Meeting of Shareholders. All expenses related to convening and holding the General Meeting of Shareholders shall be reimbursed by the Company, except for expenses incurred by shareholders when attending the meeting, including accommodation and travel expenses.
 - e) The procedures for organizing the General Meeting of Shareholders shall comply with Clause 5, Article 140 of the Enterprise Law.

Article 15. Rights and Responsibilities of the General Meeting of Shareholders

1. The General Meeting of Shareholders shall have the following rights and responsibilities:
 - a) Approve the Company's development strategy;
 - b) Decide on the types of shares and the total number of shares of each type to be offered; determine the annual dividend rate for each type of share;
 - c) Elect, dismiss, and remove members of the Board of Directors and the Supervisory Board;
 - d) Approve investments or sales of assets valued at **35% or more** of the total asset value recorded in the Company's latest financial statements;
 - e) Amend and supplement the Company's Charter;
 - f) Approve the annual financial statements;
 - g) Decide on the repurchase of **more than 10% of the total issued shares of each type**;
 - h) Review and handle violations by members of the Board of Directors and the Supervisory Board that cause damage to the Company and its shareholders;
 - i) Decide on restructuring or dissolution of the Company;
 - j) Approve the budget or total remuneration, bonuses, and other benefits for the Board of Directors and the Supervisory Board;
 - k) Approve internal governance regulations and operational regulations of the Board of Directors and the Supervisory Board;
 - l) Approve the list of approved audit firms; decide on the appointment or dismissal of an audit firm to inspect the Company's operations when deemed necessary;
 - m) Other rights and responsibilities as prescribed by law.
2. The **Annual General Meeting of Shareholders** shall discuss and approve the following matters:
 - a) The Company's annual business plan;
 - b) The audited annual financial statements;
 - c) The Board of Directors' report on corporate governance and the performance of the Board of Directors and each member;
 - d) The Supervisory Board's report on the Company's business performance, the activities of the Board of Directors, and the General Director;
 - e) The self-assessment report on the performance of the Supervisory Board and its members;

- f) The dividend rate per share for each type of share.
- 3. All resolutions and matters included in the agenda must be discussed and voted on at the General Meeting of Shareholders.

Article 16. Authorization to Attend the General Meeting of Shareholders

1. Shareholders or authorized representatives of institutional shareholders may attend the meeting in person or authorize one or more individuals or organizations to attend the meeting on their behalf or attend through one of the forms specified in Clause 3, Article 144 of the Enterprise Law.
2. The authorization to another individual or organization to attend the General Meeting of Shareholders under Clause 1 of this Article must be made in writing. The authorization document must comply with civil law regulations and must clearly state:
 - The name of the authorizing shareholder;
 - The name of the authorized individual or organization;
 - The number of shares authorized;
 - The scope, duration, and content of the authorization;
 - The signatures of both the authorizing party and the authorized party.
3. The authorized person attending the General Meeting of Shareholders must present the written authorization upon registration. In case of sub-authorization, the attendee must also present the original authorization document from the shareholder or the authorized representative of an institutional shareholder (if not previously registered with the Company).
4. The voting ballot of the authorized attendee within the authorized scope shall remain valid unless one of the following situations occurs:
 - a) The authorizing shareholder has passed away, lost civil act capacity, or been restricted in civil act capacity;
 - b) The authorizing shareholder revokes the authorization;
 - c) The authorizing shareholder revokes the authority of the person executing the authorization.

This clause does not apply if the Company receives notice of any of the above events before the opening of the General Meeting of Shareholders or before the resumption of the meeting.

Article 17. Changes to Rights

1. Changes to or cancellation of special rights associated with a type of preferred shares shall be effective when approved by shareholders representing at least 65% of the total voting shares of all shareholders attending the meeting. A resolution of the General Meeting of Shareholders regarding any changes that adversely affect the rights and obligations of preferred shareholders shall only be passed if approved by:
 - Shareholders of the same type of preferred shares attending the meeting who hold at least 75% of the total shares of that type; or
 - Shareholders of the same type of preferred shares holding at least 75% of the total shares of that type, in the case of a resolution passed through written consultation.
2. A separate meeting of shareholders holding a specific type of preferred shares to approve changes to their rights shall be valid only when at least two (02) shareholders (or their authorized representatives) attend and hold at least one-third (1/3) of the total par value of the issued shares of that type.
 - If the required quorum is not met, a second meeting shall be convened within the next 30 (thirty) days, and the shareholders of that type of preferred shares (regardless of the number of shareholders and shares held) attending either in person or through authorized representatives shall be considered sufficient for the meeting to proceed.

- At such meetings, shareholders holding preferred shares may request a secret ballot. Each share of the same type shall carry equal voting rights at these meetings.
- 3. The procedures for conducting these separate meetings shall be implemented in accordance with the provisions of Articles 19, 20, and 21 of this Charter.
- 4. Unless otherwise specified in the share issuance terms, special rights associated with preferred shares related to the distribution of profits or Company assets shall remain unchanged, even if the Company issues additional shares of the same type.

Article 18. Convening Meetings, Meeting Agenda, and Notice of the General Meeting of Shareholders

1. The Board of Directors shall convene both annual and extraordinary General Meetings of Shareholders. The Board of Directors shall convene an Extraordinary General Meeting in the cases specified in Clause 3, Article 14 of this Charter.
2. The convener of the General Meeting of Shareholders must perform the following tasks:
 - a) Prepare the list of shareholders eligible to participate and vote at the General Meeting of Shareholders. This list shall be prepared no later than five (05) days before the notice of the General Meeting is sent. The Company must publicly announce the preparation of this list at least 20 (twenty) days before the last registration date for attending the General Meeting of Shareholders;
 - b) Prepare the agenda and meeting contents;
 - c) Prepare meeting documents;
 - d) Draft resolutions of the General Meeting of Shareholders based on the expected agenda;
 - e) Determine the time and venue of the meeting;
 - f) Notify and send meeting invitations to all shareholders eligible to attend the General Meeting of Shareholders;
 - g) Perform other tasks necessary for organizing the meeting.
3. The notice of the General Meeting of Shareholders shall be sent to all shareholders using a method that ensures delivery to the shareholder's registered contact address. The notice shall also be published on the Company's website, the State Securities Commission, and the Stock Exchange where the Company's shares are listed or registered for trading. The convener of the meeting must send the notice of the General Meeting to all shareholders at least 21 (twenty-one) days before the meeting date (calculated from the date the notice is sent or duly dispatched). The agenda of the General Meeting and documents related to matters to be voted on shall be sent to shareholders and/or published on the Company's website. If the documents are not included in the meeting notice, the notice must specify a link where shareholders can access all meeting materials, including:
 - a) The meeting agenda and related documents;
 - b) List and details of candidates in case of elections for the Board of Directors and the Supervisory Board;
 - c) Voting ballots;
 - d) Draft resolutions for each agenda item.
4. Shareholders or groups of shareholders as stipulated in Clause 2, Article 12 of this Charter have the right to propose matters to be included in the General Meeting agenda. The proposal must be submitted in writing to the Company no later than three (03) working days before the meeting. It must include the shareholder's name, the number of shares held by type, and the specific proposed agenda item.
5. The convener of the General Meeting of Shareholders may reject proposals mentioned in Clause 4 of this Article if:
 - a) The proposal does not comply with Clause 4 of this Article;

- b) At the time of the proposal, the shareholder or group of shareholders does not own at least 5% of the total ordinary shares, as required in Clause 2, Article 12 of this Charter;
 - c) The proposed matter does not fall within the authority of the General Meeting of Shareholders;
 - d) Other cases as prescribed by law and this Charter.
6. The convener of the General Meeting of Shareholders must accept and include proposals from Clause 4 of this Article in the proposed meeting agenda, unless they fall under the cases listed in Clause 5. A proposal is officially added to the meeting agenda only if approved by the General Meeting of Shareholders.

Article 19. Conditions for Conducting the General Meeting of Shareholders

1. The General Meeting of Shareholders shall be conducted if shareholders attending the meeting represent more than 50% of the total voting shares.
2. If the first meeting does not meet the quorum requirements as stipulated in Clause 1 of this Article, a second meeting notice shall be sent within 30 (thirty) days from the intended date of the first meeting. The second meeting shall be conducted if shareholders attending represent at least 33% of the total voting shares.
3. If the second meeting still does not meet the quorum requirements as stipulated in Clause 2 of this Article, a third meeting notice shall be sent within 20 (twenty) days from the intended date of the second meeting. The third meeting shall proceed regardless of the total voting shares represented by attending shareholders.

Article 20. Procedures for Conducting the General Meeting of Shareholders and Voting Methods

1. Before opening the meeting, the Company shall register shareholders and continue the registration process until all eligible shareholders attending the meeting have completed their registration in the following order:
 - a) During shareholder registration, the Company shall issue each shareholder or authorized representative with voting rights a voting card. The card shall include the registration number, shareholder's full name, authorized representative's full name (if applicable), and the number of votes the shareholder holds. The General Meeting of Shareholders shall discuss and vote on each matter on the agenda. Voting shall be conducted by indicating approval, disapproval, or abstention. The voting process at the meeting shall be as follows: Votes in favor of a resolution shall be collected first, Votes against a resolution shall be collected second. The total number of votes for and against shall then be counted to determine the final decision. The vote-counting results shall be announced by the Chairperson before the meeting adjourns. The General Meeting shall elect vote-counters or vote-counting supervisors as proposed by the Chairperson. The number of vote-counting members shall be decided by the General Meeting of Shareholders based on the proposal of the Chairperson.
 - b) Shareholders, authorized representatives of institutional shareholders, or late attendees arriving after the meeting has started shall have the right to register immediately and then participate in and vote at the meeting after registration. The Chairperson is not responsible for pausing the meeting to allow latecomers to register. The validity of previously voted matters remains unchanged despite the late registration of shareholders.
2. The election of the Chairperson, Secretary, and Vote-Counting Committee shall be conducted as follows:
 - a) The Chairperson of the Board of Directors shall act as the Chairperson of the General Meeting of Shareholders convened by the Board of Directors or may authorize another member of the Board of Directors to chair the meeting. If the Chairperson is absent or temporarily unable to perform duties, the remaining members of the Board of Directors shall elect one among them

- as Chairperson based on the majority principle. If no Chairperson is elected, the Head of the Supervisory Board shall preside over the General Meeting for shareholders to elect a Chairperson among the attendees. The person receiving the highest number of votes shall chair the meeting.
- b) Except as specified in point a of this Clause, the person signing the notice to convene the General Meeting of Shareholders shall preside over the meeting until the General Meeting elects a Chairperson, who shall be the candidate with the highest number of votes.
 - c) The Chairperson shall appoint one or more individuals as the meeting's Secretary.
 - d) The General Meeting of Shareholders shall elect one or more members to the Vote-Counting Committee, based on the Chairperson's proposal.
3. The meeting agenda and contents must be approved by the General Meeting of Shareholders during the opening session. The agenda must clearly specify the time allocation for each item on the agenda.
 4. The Chairperson of the General Meeting shall have the right to take necessary and reasonable measures to conduct the meeting in an orderly manner, in accordance with the approved agenda, and to reflect the wishes of the majority of attendees.
 - a) Arrange seating at the meeting venue;
 - b) Ensure safety for all attendees at the meeting venue;
 - c) Facilitate shareholder participation (or continued participation) in the meeting. The convener of the General Meeting of Shareholders shall have full authority to modify these measures and apply any other necessary actions. These measures may include issuing admission passes or using other alternative methods.
 5. The General Meeting of Shareholders shall discuss and vote on each item in the meeting agenda. Voting shall be conducted by indicating approval, disapproval, or abstention. The vote-counting results shall be announced by the Chairperson before the meeting adjourns.
 6. Shareholders or authorized representatives arriving after the meeting has commenced shall still be allowed to register and participate in voting immediately after registration; In this case, the validity of previously voted matters shall remain unchanged.
 7. The convener or the Chairperson of the General Meeting of Shareholders shall have the following rights:
 - a) Require all attendees to undergo security checks or comply with other lawful and reasonable security measures;
 - b) Request authorities to maintain order at the meeting and expel attendees who Do not comply with the Chairperson's authority; Deliberately disrupt the meeting; Hinder the normal proceedings of the meeting; Refuse to comply with security screening requirements.
 8. The Chairperson shall have the right to postpone the General Meeting of Shareholders, which has met the quorum, for a maximum of three (03) working days from the originally scheduled date. The Chairperson may only postpone or change the meeting venue in the following cases:
 - a) The venue does not have enough seating for all attendees;
 - b) Communication facilities at the venue do not ensure that attending shareholders can participate, discuss, and vote effectively;
 - c) Certain attendees obstruct or disrupt the meeting, creating a risk that the meeting cannot proceed fairly and lawfully.
 9. If the Chairperson postpones or suspends the General Meeting of Shareholders contrary to Clause 8 of this Article, the shareholders shall elect another attendee to replace the Chairperson and continue conducting the meeting until its conclusion; All resolutions passed during this meeting shall remain legally valid and enforceable.

10. If the Company applies modern technology to conduct the General Meeting of Shareholders via online meetings, the Company shall: Ensure shareholders can attend and vote using electronic voting or other electronic methods, in accordance with Article 144 of the Enterprise Law and Clause 3, Article 273 of Decree No. 155/NĐ-CP dated December 31, 2020, detailing the implementation of certain provisions of the Securities Law.

Article 21. Conditions for the Adoption of Resolutions of the General Meeting of Shareholders

1. The following resolutions shall be adopted if approved by shareholders representing at least 65% of the total voting shares of all attending shareholders, except as provided in Clauses 3, 4, and 6, Article 148 of the Enterprise Law:
 - a) Types and total number of shares of each type;
 - b) Changes to business lines, industries, and sectors;
 - c) Changes to the Company's management structure;
 - d) Investment projects or asset sales valued at 35% or more of the Company's total assets, as recorded in the latest financial statements, unless the Company's Charter stipulates a different percentage or value;
 - e) Company restructuring or dissolution.
2. Other resolutions shall be adopted when approved by shareholders owning more than 50% of the total voting shares of all attending shareholders, except as provided in Clause 1 of this Article and Clauses 3, 4, and 6, Article 148 of the Enterprise Law.
3. Resolutions of the General Meeting of Shareholders adopted with 100% of the total voting shares shall be legally valid and effective, even if the procedures for convening the meeting and passing the resolution violate the provisions of the Enterprise Law and the Company's Charter.

Article 22. Authority and Procedures for Collecting Shareholders' Opinions in Writing to Approve Resolutions of the General Meeting of Shareholders

The General Meeting of Shareholders may approve all matters within its authority by collecting shareholders' opinions in writing, conducted directly by the Company and/or using electronic voting services or other electronic methods in accordance with the electronic voting service regulations of the Vietnam Securities Depository ("VSD").

The procedures for collecting shareholders' opinions in writing via VSD's electronic voting service shall comply strictly with VSD regulations.

The authority and procedures for collecting shareholders' opinions in writing to approve resolutions of the General Meeting of Shareholders shall be implemented as follows:

1. The Board of Directors shall have the right to collect shareholders' opinions in writing to approve resolutions of the General Meeting of Shareholders in all cases deemed necessary for the benefit of the Company, including cases specified in Clause 2, Article 147 of the Enterprise Law.
2. The Board of Directors must prepare: The opinion collection ballots; The draft resolution of the General Meeting of Shareholders; Explanatory documents for the draft resolution; These documents must be sent to all shareholders with voting rights at least 15 (fifteen) days before the deadline for returning the ballots. The requirements and methods of sending the ballots and accompanying documents shall comply with Clause 3, Article 18 of this Charter.
3. The opinion collection ballot must contain the following key information:
 - a) Company name, headquarters address, and enterprise registration number;
 - b) Purpose of collecting shareholders' opinions;
 - c) Full name, contact address, nationality, and legal identification details of individual shareholders; For institutional shareholders: name, enterprise registration number or legal

- identification details, headquarters address, and details of the authorized representative;
Number of shares owned by type and corresponding voting rights;
- d) The issues to be voted on;
 - e) Voting options: approve, disapprove, or abstain for each matter;
 - f) Deadline for returning the completed ballots to the Company;
 - g) Full name and signature of the Chairperson of the Board of Directors.
4. Shareholders may return their completed ballots to the Company by mail, fax, or email, under the following conditions:
- a) If sent by mail, the ballot must bear the signature of: The individual shareholder; The authorized representative or legal representative of the institutional shareholder. The ballot must be sealed in an envelope and must not be opened before vote counting.
 - b) If sent by fax or email, the ballot must remain confidential until the vote-counting process begins.
 - c) Ballots received after the specified deadline or ballots that: Have been opened prematurely (if sent by mail), or Have been disclosed before the vote counting (if sent by fax or email) Shall be invalid. Ballots not returned shall be considered as abstentions.
5. The Board of Directors shall conduct vote counting and prepare a vote-counting report, witnessed by the Supervisory Board or a shareholder not holding a management position in the Company. The vote-counting report must include the following details:
- a) Company name, headquarters address, and enterprise registration number;
 - b) Purpose and matters subject to voting;
 - c) Number of shareholders and total voting shares participating in the vote: Distinguishing valid and invalid votes, Voting method, List of participating shareholders (attached as an appendix);
 - d) Total number of votes in favor, against, and abstentions for each issue;
 - e) Issues approved, including the corresponding voting percentages;
 - f) Full name and signatures of the Chairperson of the Board of Directors, the vote counters, and the vote-counting supervisors.
- Members of the Board of Directors, vote counters, and vote-counting supervisors shall be jointly responsible for ensuring the honesty and accuracy of the vote-counting report.
- They shall also be liable for any damages arising from dishonesty or inaccuracy in the vote counting that leads to wrongful decisions.
6. The vote-counting report and resolution must be sent to shareholders within 15 (fifteen) days from the vote-counting completion date. Alternatively, the Company may publish these documents on its website within 24 (twenty-four) hours from the vote-counting completion.
7. The completed opinion collection ballots, vote-counting reports, approved resolutions, and all related documents must be kept at the Company's headquarters.
8. A resolution shall be deemed approved through written opinion collection if approved by shareholders representing more than 50% of the total voting shares of all eligible shareholders. Such a resolution shall have the same legal effect as a resolution passed at a General Meeting of Shareholders.

Article 23. Resolutions and Minutes of the General Meeting of Shareholders

1. The General Meeting of Shareholders must be recorded in minutes and may be audio recorded or recorded and stored in other electronic forms. The minutes must be prepared in Vietnamese, and may also be prepared in a foreign language, and must include the following main contents: a) Name, address of the head office, enterprise code; b) Time and place of the General Meeting of Shareholders; c) Agenda and content of the meeting; d) Names of the chairperson and secretary; e) Summary of the meeting proceedings and opinions expressed at the General Meeting of Shareholders on each issue in the agenda; f) Number of shareholders and total number of voting

shares of the attending shareholders, appendix of the list of registered shareholders, representatives of attending shareholders with the number of shares and corresponding votes; g) Total number of votes for each voting issue, clearly stating the voting method, total number of valid, invalid, affirmative, negative, and abstention votes; the corresponding percentage of the total number of votes of the attending shareholders; h) Issues approved and the corresponding voting percentage; i) Names and signatures of the chairperson and secretary. In case the chairperson and secretary refuse to sign the minutes, the minutes are effective if signed by all other members of the Board of Directors attending the meeting and contain all the contents as prescribed in this clause. The minutes must clearly state the refusal of the chairperson and secretary to sign the minutes.

2. The minutes of the General Meeting of Shareholders must be completed and approved before the end of the meeting. The chairperson and secretary of the meeting or other persons signing the minutes are jointly responsible for the truthfulness and accuracy of the contents of the minutes.
3. The minutes prepared in both Vietnamese and English have equal legal effect. In case of discrepancies between the Vietnamese and English versions, the Vietnamese version shall prevail.
4. The resolutions, minutes of the General Meeting of Shareholders, appendix of the list of registered shareholders with signatures of shareholders, authorization documents for attending the meeting, all documents attached to the minutes (if any), and related documents attached to the meeting notice must be disclosed according to the law on information disclosure in the securities market and must be kept at the company's head office.

Article 24. Request for Cancellation of Resolutions of the General Meeting of Shareholders

Within 90 (ninety) days from the date of receiving the resolution or minutes of the General Meeting of Shareholders or the minutes of the vote counting results of the General Meeting of Shareholders, shareholders or groups of shareholders as prescribed in Clause 2, Article 115 of the Enterprise Law have the right to request the Court or Arbitration to consider and cancel the resolution or part of the resolution of the General Meeting of Shareholders in the following cases:

1. The procedures for convening the meeting and making decisions of the General Meeting of Shareholders seriously violate the provisions of the Enterprise Law and the company's charter, except for the case specified in Clause 3, Article 21 of this charter.
2. The content of the resolution violates the law or this charter. In case the resolution of the General Meeting of Shareholders is canceled by the decision of the Court or Arbitration, the person convening the canceled General Meeting of Shareholders may consider organizing the General Meeting of Shareholders again within 30 (thirty) days according to the procedures and regulations of the Enterprise Law and this charter.

VII. BOARD OF DIRECTORS

Article 25. Nomination and Candidacy of Board Members

1. In case the candidates for the Board of Directors have been identified, the Company must disclose information related to the candidates at least 10 (ten) days before the opening date of the General Meeting of Shareholders on the Company's website so that shareholders can learn about these candidates before voting. Candidates for the Board of Directors must provide a written commitment regarding the truthfulness and accuracy of the disclosed personal information and must commit to performing their duties honestly, prudently, and in the best interest of the Company if elected as members of the Board of Directors. Information related to the candidates for the Board of Directors to be disclosed includes: a) Full name, date of birth; b) Professional qualifications; c) Work experience; d) Other management positions (including positions on the Board of Directors of other companies); e) Interests related to the Company and its related parties; f) Other information (if any) as prescribed in the Company's charter; g) The public company must disclose information about

the companies where the candidate holds the position of a member of the Board of Directors, other management positions, and interests related to the candidate's company (if any).

2. Shareholders or groups of shareholders holding at least 10% of the total common shares have the right to nominate candidates for the Board of Directors. Details are as follows: a) From 10% to less than 20% can nominate up to 01 (one) candidate; b) From 20% to less than 30% can nominate up to 02 (two) candidates; c) From 30% to less than 40% can nominate up to 03 (three) candidates; d) From 40% to less than 50% can nominate up to 04 (four) candidates; e) From 50% to less than 60% can nominate up to 05 (five) candidates; f) From 60% to less than 70% can nominate up to 06 (six) candidates; g) From 70% to 80% can nominate up to 07 (seven) candidates; and h) From 80% or more can nominate up to the total number of members to be elected.
3. In case the number of candidates for the Board of Directors through nomination and candidacy is still insufficient as prescribed in Clause 5, Article 115 of the Enterprise Law, the incumbent Board of Directors shall introduce additional candidates or organize nominations as prescribed in the Company's charter, internal governance regulations, and the Board of Directors' operating regulations. The introduction of additional candidates by the incumbent Board of Directors must be clearly disclosed before the General Meeting of Shareholders votes to elect members of the Board of Directors as prescribed by law.
4. Members of the Board of Directors must meet the standards and conditions prescribed in Clauses 1 and 2, Article 155 of the Enterprise Law and the Company's charter.

Article 26. Composition and Term of Members of the Board of Directors

1. The number of members of the Board of Directors shall be no less than 05 (five) and no more than 08 (eight) members.
2. The term of a member of the Board of Directors shall not exceed 05 (five) years and may be re-elected for an unlimited number of terms. An individual can only be elected as an independent member of the Board of Directors of a company for no more than 02 (two) consecutive terms. In case all members of the Board of Directors end their term simultaneously, they shall continue to be members of the Board of Directors until new members are elected and take over the work.
3. The composition of the Board of Directors is as follows: The total number of non-executive members of the Board of Directors must account for at least one-third (1/3) of the total number of members of the Board of Directors. The Company shall minimize the number of members of the Board of Directors concurrently holding executive positions in the Company to ensure the independence of the Board of Directors.
4. A member of the Board of Directors shall cease to be a member of the Board of Directors in case of dismissal, removal, or replacement by the General Meeting of Shareholders as prescribed in Article 160 of the Enterprise Law.
5. The appointment of members of the Board of Directors must be disclosed according to the law on information disclosure in the securities market.
6. Members of the Board of Directors are not required to be shareholders of the Company.

Article 27. Powers and Duties of the Board of Directors

1. The Board of Directors is the management body of the Company, having full authority on behalf of the Company to decide and exercise the rights and obligations of the company, except for the rights and obligations under the authority of the General Meeting of Shareholders.
2. The powers and duties of the Board of Directors are prescribed by law, the company's charter, and the General Meeting of Shareholders. Specifically, the Board of Directors has the following powers and duties: a) Decide on the strategy, medium-term development plan, and annual business plan of the Company; b) Propose the type of shares and the total number of shares to be offered for sale of

each type; c) Decide to sell unsold shares within the number of shares authorized to be offered for sale of each type; decide to raise additional capital in other forms; d) Decide on the selling price of shares and bonds of the Company; e) Decide to repurchase shares as prescribed in Clauses 1 and 2, Article 133 of the Enterprise Law; f) Decide on investment plans and investment projects within the authority and limits prescribed by law; g) Decide on market development, marketing, and technology solutions; h) Approve contracts for purchase, sale, loan, lending, and other contracts and transactions with a value of 35% or more of the total asset value recorded in the most recent financial statements of the Company, and contracts and transactions under the authority of the General Meeting of Shareholders as prescribed in Point d, Clause 2, Article 138, Clauses 1 and 3, Article 167 of the Enterprise Law; i) Elect, dismiss, and remove the Chairman of the Board of Directors; appoint, dismiss, sign contracts, and terminate contracts with the General Director and other important managers as prescribed by the company's charter; decide on salaries, remuneration, bonuses, and other benefits of those managers; appoint authorized representatives to participate in the Members' Council or the General Meeting of Shareholders in other companies, decide on remuneration and other benefits of those representatives; j) Supervise and direct the General Director and other managers in managing the daily business operations of the Company; k) Decide on the organizational structure, internal management regulations of the Company, decide to establish subsidiaries, branches, representative offices, and contribute capital, purchase shares of other enterprises; l) Approve the program, content, and documents for the General Meeting of Shareholders, convene the General Meeting of Shareholders, or collect opinions to approve resolutions of the General Meeting of Shareholders; m) Submit audited annual financial statements to the General Meeting of Shareholders; n) Propose the dividend rate to be paid; decide on the time and procedures for paying dividends or handling losses arising during business operations; o) Propose the reorganization, dissolution of the Company; request the bankruptcy of the Company; p) Decide to issue the Board of Directors' operating regulations, internal governance regulations after being approved by the General Meeting of Shareholders; decide to issue the Supervisory Board's operating regulations under the Board of Directors, regulations on information disclosure of the company; q) Other rights and duties as prescribed by the Enterprise Law, Securities Law, other legal regulations, and the company's charter.

3. The Board of Directors must report to the General Meeting of Shareholders on the results of the Board of Directors' activities as prescribed in Article 280 of Decree No. 155/2020/ND-CP dated December 31, 2020, detailing the implementation of several articles of the Securities Law.

Article 28. Remuneration, Bonuses, and Other Benefits of Board Members

1. The Company has the right to pay remuneration and bonuses to members of the Board of Directors based on business results and efficiency.
2. Members of the Board of Directors are entitled to job remuneration and bonuses. Job remuneration is calculated based on the number of working days required to complete the duties of a Board member and the daily remuneration rate. The Board of Directors estimates the remuneration for each member based on the principle of unanimity. The total remuneration and bonuses of the Board of Directors are decided by the General Meeting of Shareholders at the annual meeting.
3. The remuneration of each Board member is included in the Company's business expenses as prescribed by the law on corporate income tax, shown as a separate item in the Company's annual financial statements, and must be reported to the General Meeting of Shareholders at the annual meeting.
4. Board members holding executive positions or Board members working in subcommittees of the Board of Directors or performing other tasks beyond the usual duties of a Board member may be

paid additional remuneration in the form of a lump sum, salary, commission, profit percentage, or other forms as decided by the Board of Directors.

5. Board members have the right to be reimbursed for all travel, accommodation, and other reasonable expenses incurred while performing their duties as Board members, including expenses incurred in attending General Meetings of Shareholders, Board of Directors meetings, or subcommittee meetings of the Board of Directors.
6. Board members may be provided with liability insurance by the Company after approval by the General Meeting of Shareholders. This insurance does not cover liabilities related to violations of the law and the company's charter by Board members.

Article 29. Chairman of the Board of Directors

1. The Chairman of the Board of Directors is elected, dismissed, or removed by the Board of Directors from among its members.
2. The Chairman of the Board of Directors must not concurrently hold the position of General Director.
3. The Chairman of the Board of Directors has the following rights and duties: a) Develop the program and operational plan of the Board of Directors; b) Prepare the program, content, and documents for meetings; convene, preside over, and chair meetings of the Board of Directors; c) Organize the adoption of resolutions and decisions of the Board of Directors; d) Supervise the implementation of resolutions and decisions of the Board of Directors; e) Chair the General Meeting of Shareholders; f) Other rights and duties as prescribed by the Enterprise Law and this charter.
4. In case the Chairman of the Board of Directors resigns or is dismissed or removed, the Board of Directors must elect a replacement within 10 (ten) days from the date of receiving the resignation or dismissal or removal.
5. In case the Chairman of the Board of Directors is absent or unable to perform their duties, they must authorize another member in writing to perform the rights and duties of the Chairman of the Board of Directors according to the principles prescribed in this charter. In case there is no authorized person or the Chairman of the Board of Directors dies, goes missing, is detained, is serving a prison sentence, is undergoing administrative handling measures at a compulsory detoxification facility, compulsory education facility, escapes from residence, is restricted or loses civil act capacity, has difficulty in cognition, control of behavior, or is prohibited by the court from holding positions, practicing professions, or performing certain jobs, the remaining members shall elect one of the members to hold the position of Chairman of the Board of Directors according to the principle of majority approval of the remaining members until a new decision is made by the Board of Directors.

Article 30. Meetings of the Board of Directors

1. The Chairman of the Board of Directors is elected at the first meeting of the Board of Directors within 07 (seven) working days from the date of the conclusion of the election of the Board of Directors. This meeting is convened and chaired by the member with the highest number of votes or the highest voting percentage. In case there are multiple members with the highest number of votes or the highest voting percentage, the members shall elect one person among them by majority vote to convene the meeting of the Board of Directors.
2. The Board of Directors must meet at least once every quarter and may hold extraordinary meetings.
3. The Chairman of the Board of Directors convenes meetings of the Board of Directors in the following cases: a) At the request of the Supervisory Board or an independent member of the Board of Directors; b) At the request of the General Director or at least 05 (five) other managers; c) At the request of at least 02 (two) members of the Board of Directors; d) Other cases (if any).

4. The request specified in Clause 3 of this Article must be made in writing, clearly stating the purpose, issues to be discussed, and decisions within the authority of the Board of Directors.
5. The Chairman of the Board of Directors must convene a meeting of the Board of Directors within 07 (seven) working days from the date of receiving the request specified in Clause 3 of this Article. In case the Chairman of the Board of Directors does not convene the meeting as requested, the Chairman of the Board of Directors shall be responsible for any damages caused to the Company; the requester has the right to replace the Chairman of the Board of Directors to convene the meeting of the Board of Directors.
6. The Chairman of the Board of Directors or the person convening the meeting of the Board of Directors must send a meeting notice at least 05 (five) working days before the meeting date. The meeting notice must specify the time and place of the meeting, the agenda, issues to be discussed, and decisions. The meeting notice must be accompanied by documents to be used at the meeting and the voting ballot of the member. The meeting notice of the Board of Directors can be sent by invitation letter, telephone, fax, electronic means, or other methods as prescribed by the company's charter and must ensure it reaches the contact address of each member of the Board of Directors registered with the Company.
7. The Chairman of the Board of Directors or the person convening the meeting sends the meeting notice and accompanying documents to the members of the Supervisory Board as to the members of the Board of Directors. Members of the Supervisory Board have the right to attend meetings of the Board of Directors; they have the right to discuss but not to vote.
8. The meeting of the Board of Directors is conducted when at least 3/4 of the total members are present. In case the meeting is convened according to this clause but does not have the required number of members, it shall be convened a second time within 07 (seven) days from the date of the first scheduled meeting. In this case, the meeting is conducted if more than half of the members of the Board of Directors are present.
9. Members of the Board of Directors are considered to attend and vote at the meeting in the following cases: a) Attend and vote directly at the meeting; b) Authorize another person to attend and vote as prescribed in Clause 11 of this Article; c) Attend and vote through online meetings, electronic voting, or other electronic forms; d) Send voting ballots to the meeting by mail, fax, or email; e) Send voting ballots by other means.
10. In case of sending voting ballots to the meeting by mail, the voting ballots must be sealed in envelopes and delivered to the Chairman of the Board of Directors at least 01 hour before the opening. The voting ballots are only opened in the presence of all attendees.
11. Members must attend all meetings of the Board of Directors. Members may authorize another person to attend and vote if approved by the majority of the Board of Directors.
12. Resolutions and decisions of the Board of Directors are approved if the majority of attending members agree; in case of an equal number of votes, the final decision belongs to the side with the opinion of the Chairman of the Board of Directors.

Article 31. Subcommittees of the Board of Directors

1. The Board of Directors may establish subcommittees to be in charge of development policies, personnel, remuneration, internal audit, and risk management. The number of members of the subcommittee is decided by the Board of Directors, with a minimum of 03 (three) people, including members of the Board of Directors and external members. Independent members of the Board of Directors/non-executive members should constitute the majority in the subcommittee, and one of these members is appointed as the Head of the subcommittee by the decision of the Board of Directors. The activities of the subcommittee must comply with the regulations of the Board of

Directors. Resolutions of the subcommittee are only effective when the majority of members attend and vote at the subcommittee meeting.

2. The implementation of decisions of the Board of Directors or subcommittees under the Board of Directors must comply with current legal regulations and the company's charter, internal governance regulations.

Article 32. Corporate Governance Officer

1. The Board of Directors of the Company must appoint at least 01 (one) corporate governance officer to support corporate governance at the enterprise. The corporate governance officer may concurrently serve as the company secretary as prescribed in Clause 5, Article 156 of the Enterprise Law.
2. The corporate governance officer must meet the following standards: a) Have knowledge of the law; b) Not concurrently work for an independent auditing company that is auditing the Company's financial statements; c) Other standards as prescribed by law, this charter, and the decision of the Board of Directors.
3. The Board of Directors may dismiss the corporate governance officer when necessary but must not violate current labor laws. The Board of Directors may appoint an assistant to the corporate governance officer as needed.
4. The corporate governance officer has the following rights and duties: a) Advise the Board of Directors on organizing the General Meeting of Shareholders as prescribed and related tasks between the Company and shareholders; b) Prepare meetings of the Board of Directors, Supervisory Board, and General Meeting of Shareholders as requested by the Board of Directors or Supervisory Board; c) Advise on meeting procedures; d) Attend meetings; e) Advise on the procedures for drafting resolutions of the Board of Directors in accordance with the law; f) Provide financial information, copies of minutes of Board of Directors meetings, and other information to members of the Board of Directors and members of the Supervisory Board; g) Supervise and report to the Board of Directors on the Company's information disclosure activities; h) Act as the liaison with stakeholders; i) Keep information confidential as prescribed by law and the company's charter; j) Other rights and duties as prescribed by law and the company's charter.

VIII. GENERAL DIRECTOR AND OTHER EXECUTIVES

Article 33. Management Structure

The Company's management system must ensure that the management apparatus is responsible to the Board of Directors and is supervised and directed by the Board of Directors in the daily business operations of the Company. The Company has a General Director, Deputy General Directors, a Chief Accountant, and other management positions appointed by the Board of Directors. The appointment, dismissal, and removal of the aforementioned positions must be approved by resolutions and decisions of the Board of Directors.

Article 34. Company Executives

1. Company executives include the General Director, Deputy General Directors, Chief Accountant, and other executives as prescribed by this charter.
2. Based on the proposal of the General Director and with the approval of the Board of Directors, the Company may recruit other executives with the number and standards suitable to the Company's structure and management regulations as prescribed by the Board of Directors. Executives must be responsible for supporting the Company in achieving its operational and organizational goals.
3. The General Director is paid a salary and bonuses. The salary and bonuses of the General Director are decided by the Board of Directors.

4. The salary of executives is included in the Company's business expenses as prescribed by the law on corporate income tax, shown as a separate item in the Company's annual financial statements, and must be reported to the General Meeting of Shareholders at the annual meeting.

Article 35. Appointment, Dismissal, Duties, and Powers of the General Director

1. The Board of Directors appoints 01 (one) member of the Board of Directors or hires another person as the General Director.
2. The General Director is the person who manages the daily business operations of the Company; is supervised by the Board of Directors; and is responsible to the Board of Directors and the law for the exercise of assigned rights and duties.
3. The term of the General Director is not more than 05 (five) years and may be reappointed for an unlimited number of terms. The General Director must meet the standards and conditions prescribed by law and this charter.
4. The General Director has the following rights and duties: a) Decide on issues related to the daily business operations of the Company that are not under the authority of the Board of Directors; b) Organize the implementation of resolutions and decisions of the Board of Directors; c) Organize the implementation of the Company's business plan and investment plan; d) Propose the organizational structure and internal management regulations of the Company; e) Appoint, dismiss, and remove management positions in the Company, except for positions under the authority of the Board of Directors; f) Decide on salaries and other benefits for employees in the Company, including managers under the authority of the General Director; g) Recruit employees; h) Propose plans for dividend payment or handling business losses; i) Other rights and duties as prescribed by law, the company's charter, and resolutions and decisions of the Board of Directors.
5. The Board of Directors may dismiss the General Director when the majority of the Board of Directors members with voting rights attending the meeting agree and appoint a new General Director as a replacement.

IX. SUPERVISORY BOARD OR AUDIT COMMITTEE UNDER THE BOARD OF DIRECTORS

Article 36. Nomination and Candidacy of Supervisory Board Members

1. The nomination and candidacy of Supervisory Board members are carried out similarly to the provisions in Clauses 1 and 2, Article 25 of this charter.
2. In case the number of candidates for the Supervisory Board through nomination and candidacy is insufficient, the incumbent Supervisory Board may nominate additional candidates or organize nominations as prescribed in the company's charter, internal governance regulations, and the Supervisory Board's operating regulations. The introduction of additional candidates by the incumbent Supervisory Board must be clearly disclosed before the General Meeting of Shareholders votes to elect Supervisory Board members as prescribed by law.

Article 37. Composition of the Supervisory Board

1. The number of members of the Supervisory Board of the Company is 03 (three) people. The term of a Supervisory Board member is not more than 05 (five) years and may be re-elected for an unlimited number of terms.
2. Supervisory Board members must meet the standards and conditions prescribed in Article 169 of the Enterprise Law and must not fall into the following cases: a) Working in the accounting or finance department of the Company; b) Being a member or employee of an independent auditing company that has audited the company's financial statements in the past 03 (three) consecutive years.

3. Supervisory Board members are dismissed in the following cases: a) No longer meeting the standards and conditions to be a Supervisory Board member as prescribed in Clause 2 of this Article; b) Having a resignation letter accepted; c) Other cases as prescribed in this charter.
4. Supervisory Board members are removed in the following cases: a) Failing to complete assigned tasks and duties; b) Failing to exercise their rights and duties for 06 (six) consecutive months, except in force majeure cases; c) Repeatedly violating or seriously violating the obligations of a Supervisory Board member as prescribed by the Enterprise Law and this charter; d) Other cases as decided by the General Meeting of Shareholders.

Article 38. Head of the Supervisory Board

1. The Head of the Supervisory Board is elected by the Supervisory Board from among its members; the election, dismissal, and removal are based on the majority principle. The Supervisory Board must have more than half of its members residing in Vietnam. The Head of the Supervisory Board must have a university degree or higher in one of the following fields: economics, finance, accounting, auditing, law, business administration, or a related field to the business activities of the enterprise.
2. The rights and duties of the Head of the Supervisory Board: a) Convene meetings of the Supervisory Board; b) Request the Board of Directors, General Director, and other executives to provide relevant information for reporting to the Supervisory Board; c) Prepare and sign reports of the Supervisory Board after consulting with the Board of Directors to present to the General Meeting of Shareholders.

Article 39. Rights and Duties of the Supervisory Board

The Supervisory Board has the rights and duties as prescribed in Article 170 of the Enterprise Law and the following rights and duties:

1. Propose and recommend the General Meeting of Shareholders approve the list of auditing organizations authorized to audit the Company's financial statements; decide on the auditing organization authorized to inspect the Company's activities, and dismiss authorized auditors when necessary.
2. Be responsible to shareholders for its supervisory activities.
3. Supervise the Company's financial situation, compliance with laws in the activities of the Board of Directors members, General Director, and other managers.
4. Ensure coordination with the Board of Directors, General Director, and shareholders.
5. In case of detecting violations of the law or the company's charter by members of the Board of Directors, General Director, and other executives, the Supervisory Board must notify the Board of Directors in writing within 48 hours, request the violator to cease the violation and take corrective measures.
6. Develop the Supervisory Board's operating regulations and submit them to the General Meeting of Shareholders for approval.
7. Report at the General Meeting of Shareholders as prescribed in Article 290 of Decree No. 155/2020/ND-CP dated December 31, 2020, detailing the implementation of several articles of the Securities Law.
8. Have the right to access the Company's records and documents stored at the head office, branches, and other locations; have the right to visit the workplaces of the Company's managers and employees during working hours.
9. Have the right to request the Board of Directors, members of the Board of Directors, General Director, and other managers to provide complete, accurate, and timely information and documents on the management, administration, and business activities of the Company.

10. Other rights and duties as prescribed by law and this charter.

Article 40. Meetings of the Supervisory Board

1. The Supervisory Board must meet at least 02 (two) times a year, with at least 2/3 of the members of the Supervisory Board attending the meeting. The minutes of the Supervisory Board meetings must be detailed and clear. The person recording the minutes and the members of the Supervisory Board attending the meeting must sign the minutes. The minutes of the Supervisory Board meetings must be kept to determine the responsibility of each member of the Supervisory Board.
2. The Supervisory Board has the right to request members of the Board of Directors, the General Director, and representatives of the authorized auditing organization to attend and answer issues that need clarification.

Article 41. Salaries, Remuneration, Bonuses, and Other Benefits of Supervisory Board Members

Salaries, remuneration, bonuses, and other benefits of Supervisory Board members are implemented as follows:

1. Supervisory Board members are paid salaries, remuneration, bonuses, and other benefits as decided by the General Meeting of Shareholders. The General Meeting of Shareholders decides the total amount of salaries, remuneration, bonuses, other benefits, and the annual operating budget of the Supervisory Board.
2. Supervisory Board members are reimbursed for reasonable expenses for meals, accommodation, travel, and the use of independent consulting services. The total remuneration and expenses must not exceed the annual operating budget of the Supervisory Board approved by the General Meeting of Shareholders, except when the General Meeting of Shareholders decides otherwise.
3. Salaries and operating expenses of the Supervisory Board are included in the Company's business expenses as prescribed by the law on corporate income tax, other relevant laws, and must be shown as a separate item in the Company's annual financial statements.

X. RESPONSIBILITIES OF MEMBERS OF THE BOARD OF DIRECTORS, SUPERVISORY BOARD, GENERAL DIRECTOR, AND OTHER EXECUTIVES

Members of the Board of Directors, Supervisory Board, General Director, and other executives are responsible for performing their duties, including those as members of subcommittees of the Board of Directors, honestly and prudently for the benefit of the Company.

Article 42. Responsibility for Honesty and Avoiding Conflicts of Interest

1. Members of the Board of Directors, Supervisory Board, General Director, and other managers must disclose related interests as prescribed by the Enterprise Law and related legal documents.
2. Members of the Board of Directors, Supervisory Board, General Director, other managers, and their related persons may only use the information obtained from their positions to serve the interests of the Company.
3. Members of the Board of Directors, Supervisory Board, General Director, and other managers are obliged to notify the Board of Directors and Supervisory Board in writing about transactions between the Company, its subsidiaries, and other companies controlled by the public company with 50% or more of the charter capital, with themselves or their related persons as prescribed by law. For the above transactions approved by the General Meeting of Shareholders or the Board of Directors, the Company must disclose information about these resolutions as prescribed by securities law on information disclosure.

4. Members of the Board of Directors are not allowed to vote on transactions that bring benefits to themselves or their related persons as prescribed by the Enterprise Law and this charter.
5. Members of the Board of Directors, Supervisory Board, General Director, other managers, and their related persons are not allowed to use or disclose internal information to perform related transactions.
6. Transactions between the Company and one or more members of the Board of Directors, members of the Supervisory Board, the General Director, other executives, and individuals or organizations related to these subjects are not invalid in the following cases: a) For transactions with a value less than or equal to 20% of the total asset value recorded in the most recent financial statements, the important contents of the contract or transaction, as well as the relationships and interests of the members of the Board of Directors, members of the Supervisory Board, the General Director, and other executives, have been reported to the Board of Directors and approved by the Board of Directors by a majority vote of the members of the Board of Directors who do not have related interests; b) For transactions with a value greater than 20% or transactions leading to a cumulative transaction value within 12 (twelve) months from the date of the first transaction with a value of 20% or more of the total asset value recorded in the most recent financial statements, the important contents of this transaction, as well as the relationships and interests of the members of the Board of Directors, members of the Supervisory Board, the General Director, and other executives, have been disclosed to the shareholders and approved by the General Meeting of Shareholders by a vote of the shareholders who do not have related interests.

Article 43. Liability for Damages and Compensation

1. Members of the Board of Directors, members of the Supervisory Board, the General Director, and other executives who violate their duties of honesty and prudence, or fail to fulfill their obligations, are responsible for the damages caused by their violations.
2. The Company compensates those who have been, are, or may become involved in complaints, lawsuits, or prosecutions (including civil, administrative cases, and not lawsuits initiated by the Company) if they have been or are members of the Board of Directors, members of the Supervisory Board, the General Director, other executives, employees, or authorized representatives of the Company who have performed their duties honestly and prudently for the benefit of the Company, in compliance with the law, and there is no evidence confirming that they have violated their responsibilities.
3. When performing functions, duties, or executing tasks authorized by the Company, members of the Board of Directors, Supervisors, other executives, employees, or authorized representatives of the Company are compensated by the Company when they become involved in complaints, lawsuits, or prosecutions (except for lawsuits initiated by the Company) in the following cases: a) They have acted honestly, prudently, and diligently for the benefit and without conflict with the interests of the Company; b) They have complied with the law, and there is no evidence confirming that they have failed to fulfill their responsibilities.
4. Compensation costs include judgment costs, fines, and actual expenses incurred (including attorney fees) in resolving these cases within the framework of the law. The Company may purchase insurance for these individuals to avoid the above-mentioned compensation liabilities.

XI. RIGHTS TO INSPECT COMPANY BOOKS AND RECORDS

Article 44. Rights to Inspect Books and Records

1. Common shareholders have the right to inspect books and records, specifically as follows: a) Common shareholders have the right to review, inspect, and extract information about names and contact addresses in the list of shareholders with voting rights; request corrections of inaccurate information about themselves; review, inspect, extract, or copy the company's charter, minutes of

the General Meeting of Shareholders, and resolutions of the General Meeting of Shareholders; b) Shareholders or groups of shareholders holding at least 05% of the total common shares have the right to review, inspect, and extract the minutes and resolutions, decisions of the Board of Directors, semi-annual and annual financial reports, reports of the Supervisory Board, contracts, transactions that must be approved by the Board of Directors, and other documents, except for documents related to the Company's trade secrets and business secrets.

2. In case the authorized representative of shareholders and groups of shareholders requests to inspect books and records, they must attach the authorization letter from the shareholders and groups of shareholders they represent or a notarized copy of this authorization letter.
3. Members of the Board of Directors, members of the Supervisory Board, the General Director, and other executives have the right to inspect the Company's shareholder register, list of shareholders, books, and other records of the Company for purposes related to their positions, provided that this information is kept confidential.
4. The Company must keep this charter and its amendments, the Certificate of Business Registration, regulations, documents proving ownership of assets, resolutions of the General Meeting of Shareholders and the Board of Directors, minutes of the General Meeting of Shareholders and the Board of Directors, reports of the Board of Directors, reports of the Supervisory Board, annual financial reports, accounting books, and other documents as prescribed by law at the head office or another location, provided that shareholders and the Business Registration Authority are informed of the storage location of these documents.
5. The company's charter must be published on the Company's website.

XII. EMPLOYEES AND TRADE UNION

Article 45. Employees and Trade Union

1. The General Director must prepare plans for the Board of Directors to approve issues related to recruitment, employee termination, salaries, social insurance, benefits, rewards, and discipline for employees and executives.
2. The General Director must prepare plans for the Board of Directors to approve issues related to the Company's relationship with trade union organizations according to the best management standards, practices, and policies, as prescribed in this charter, the Company's regulations, and current laws.

XIII. PROFIT DISTRIBUTION

Article 46. Profit Distribution

1. The General Meeting of Shareholders decides the dividend payment rate and the form of annual dividend payment from the Company's retained earnings.
2. The Company does not pay interest on dividend payments or payments related to a type of share.
3. The Board of Directors may propose to the General Meeting of Shareholders to approve the payment of all or part of the dividend in shares, and the Board of Directors is the body that implements this decision.
4. In case dividends or other payments related to a type of share are paid in cash, the Company must pay in Vietnamese dong. Payments can be made directly or through banks based on the detailed bank account information provided by the shareholders. If the Company has transferred the money according to the correct bank account details provided by the shareholders and the shareholders do not receive the money, the Company is not responsible for the amount transferred. Dividend

payments for listed/registered shares on the stock exchange can be made through securities companies or the Vietnam Securities Depository and Clearing Corporation.

5. Based on the Enterprise Law and the Securities Law, the Board of Directors approves resolutions and decisions to determine a specific date to finalize the list of shareholders. Based on that date, those registered as shareholders or holders of other securities are entitled to receive dividends in cash or shares, receive notices, or other documents.
6. Other issues related to profit distribution are implemented according to the provisions of the law.

XIV. BANK ACCOUNTS, FISCAL YEAR, AND ACCOUNTING REGIME

Article 47. Bank Accounts

1. The Company opens accounts at Vietnamese banks or branches of foreign banks authorized to operate in Vietnam.
2. With prior approval from the competent authority, if necessary, the Company may open bank accounts abroad according to legal regulations.
3. The Company conducts all payments and accounting transactions through Vietnamese dong or foreign currency accounts at the banks where the Company has accounts.

Article 48. Fiscal Year

The Company's fiscal year starts on January 1st and ends on December 31st each year. The first fiscal year starts from the date of issuance of the Business Registration Certificate and ends on December 31st immediately following the date of issuance of the Business Registration Certificate of that year.

Article 49. Accounting Regime

1. The accounting regime used by the Company is the enterprise accounting regime or a specific accounting regime issued and approved by the competent authority.
2. The Company keeps accounting books in Vietnamese and maintains accounting records according to the provisions of the accounting law and related laws. These records must be accurate, up-to-date, systematic, and sufficient to prove and explain the Company's transactions.
3. The Company uses Vietnamese dong as the accounting currency. If the Company has economic transactions mainly in a foreign currency, it may choose that foreign currency as the accounting currency, be responsible for that choice before the law, and notify the direct tax management authority.

XV. FINANCIAL REPORTS, ANNUAL REPORTS, AND INFORMATION DISCLOSURE RESPONSIBILITIES

Article 50. Annual, Semi-Annual, and Quarterly Financial Reports

1. The Company must prepare annual financial reports, and the annual financial reports must be audited as prescribed by law. The Company discloses the audited annual financial reports according to the law on information disclosure in the securities market and submits them to the competent state authorities.
2. The annual financial reports must include all reports, appendices, and explanations as prescribed by the law on enterprise accounting. The annual financial reports must reflect the Company's operations truthfully and objectively.
3. The Company must prepare and disclose reviewed semi-annual financial reports and quarterly financial reports according to the law on information disclosure in the securities market and submit them to the competent state authorities.

Article 51. Annual Reports

The Company must prepare and disclose annual reports according to the provisions of the law on securities and the securities market.

XVI. COMPANY AUDIT

Article 52. Audit

1. The General Meeting of Shareholders appoints an independent auditing company or approves a list of independent auditing companies and authorizes the Board of Directors to select one of these units to audit the Company's financial statements for the next fiscal year based on the terms and conditions agreed with the Board of Directors.
2. The audit report is attached to the Company's annual financial statements.
3. The independent auditor performing the audit of the Company's financial statements is entitled to attend the General Meeting of Shareholders and receive notices and other information related to the General Meeting of Shareholders and express opinions at the meeting on issues related to the audit of the Company's financial statements.

XVII. COMPANY SEAL

Article 53. Company Seal

1. The seal includes a seal made at a seal engraving facility or a seal in the form of a digital signature as prescribed by the law on electronic transactions.
2. The Board of Directors decides the type, quantity, form, and content of the Company's seal, branches, and representative offices.
3. The Board of Directors and the General Director use and manage the seal according to current legal regulations.

XVIII. COMPANY DISSOLUTION

Article 54. Company Dissolution

1. The Company may be dissolved in the following cases: a) The expiration of the operation period stated in the company's charter without a decision to extend it; b) According to the resolution or decision of the General Meeting of Shareholders; c) The revocation of the Business Registration Certificate, except in cases where the Tax Management Law provides otherwise; d) Other cases as prescribed by law.
2. The dissolution of the Company before the expiration of the term (including the extended term) is decided by the General Meeting of Shareholders and implemented by the Board of Directors. This dissolution decision must be notified or approved by the competent authority (if required) according to regulations.

Article 55. Extension of Operation

1. The Board of Directors convenes a General Meeting of Shareholders at least 07 (seven) months before the end of the operation period so that shareholders can vote on the extension of the Company's operation as proposed by the Board of Directors.
2. The operation period is extended when shareholders representing 65% or more of the total voting shares of all shareholders attending the General Meeting of Shareholders approve.

Article 56. Liquidation

1. At least 06 (six) months before the end of the Company's operation period or after the decision to dissolve the Company, the Board of Directors must establish a Liquidation Committee consisting of 03 (three) members, of which 02 (two) members are appointed by the General Meeting of Shareholders and 01 (one) member is appointed by the Board of Directors from an independent auditing company. The Liquidation Committee prepares its operating regulations. Members of the Liquidation Committee can be selected from the Company's employees or independent experts. All liquidation-related expenses are prioritized for payment by the Company before other debts.
2. The Liquidation Committee is responsible for reporting to the Business Registration Authority on the date of establishment and the start date of operations. From that time, the Liquidation Committee represents the Company in all matters related to the liquidation of the Company before the court and administrative authorities.
3. The proceeds from the liquidation are paid in the following order: a) Liquidation expenses; b) Salary debts, severance allowances, social insurance, and other benefits of employees according to the collective labor agreement and signed labor contracts; c) Tax debts; d) Other debts of the Company; e) The remaining amount after paying all debts from items (a) to (d) above is distributed to shareholders. Preferred shares are given priority for payment.

XIX. INTERNAL DISPUTE RESOLUTION

Article 57. Internal Dispute Resolution

1. In case of disputes or complaints related to the Company's operations, the rights and obligations of shareholders as prescribed by the Enterprise Law, the company's charter, other legal regulations, or agreements between: a) Shareholders and the Company; b) Shareholders and the Board of Directors, Supervisory Board, General Director, or other executives; The parties involved shall attempt to resolve the dispute through negotiation and mediation. Except for disputes involving the Board of Directors or the Chairman of the Board of Directors, the Chairman of the Board of Directors shall preside over the dispute resolution and request each party to present relevant information about the dispute within 30 (thirty) working days from the date the dispute arises. In case of disputes involving the Board of Directors or the Chairman of the Board of Directors, any party may request the appointment of an independent expert as a mediator for the dispute resolution process.
2. If a mediation decision is not reached within 06 (six) weeks from the start of the mediation process or if the mediation decision is not accepted by the parties, any party may bring the dispute to Arbitration or Court.
3. The parties shall bear their own costs related to the negotiation and mediation procedures. The payment of court costs shall be made according to the court's judgment.

XX. AMENDMENTS AND SUPPLEMENTS TO THE CHARTER

Article 58. Company Charter

1. Amendments and supplements to this charter must be considered and decided by the General Meeting of Shareholders.
2. In case the law has provisions related to the Company's operations that are not mentioned in this charter or in case there are new legal provisions different from the terms in this charter, those provisions shall apply to adjust the Company's operations.

XXI. EFFECTIVE DATE

Article 59. Effective Date

1. This charter consists of 21 (twenty-one) Sections and 59 (fifty-nine) Articles, unanimously approved by the General Meeting of Shareholders of LOF International Dairy Products Joint Stock Company on March 15, 2024, at the company's headquarters, and the full text of this charter is accepted as effective.
2. The charter is made in 05 (five) copies, each having equal value and must be kept at the Company's headquarters.
3. This charter is the unique and official charter of the Company.
4. Copies or extracts of the company charter are valid when signed by the General Director.

Ho Chi Minh City, March 28, 2025

LEGAL REPRESENTATIVE

(sign, write full name)

TO HAI