

Hai Phong, March 10, 2025

INVITATION LETTER

ANNUAL GENERAL MEETING OF SHAREHOLDERS IN 2025

To: Dear Shareholders of HAPACO Group Joint Stock Company

The Board of Directors of HAPACO Group Joint Stock Company would like to invite shareholders to attend the 2025 Annual General Meeting of Shareholders, specifically as follows:

1. Content:

- Approving the 2024 Business Results Report; The Company's business direction and plan in 2025.
- Approved the Review Report of the Board of Directors; Report of the Supervisory Board; Report on the evaluation of independent members of the Board of Directors on the activities of the Board of Directors.
- Approving the proposal of the plan to use profits in 2024; Selection of auditing firms; Submit remuneration to the Board of Directors, Supervisory Board.
- Election of additional members of the Board of Directors; Supervisory Board for the term 2021-2026.
- Other matters fall under the jurisdiction of the General Meeting of Shareholders.

2. Time: 8 a.m. Monday, March 31, 2025

3. Location: Hai Phong City Convention Center, No. 18 Hoang Dieu Street, Minh Khai Ward, Hong Bang District, Hai Phong City

4. Ingredient: Shareholders of HAPACO Group Joint Stock Company according to the closing list as of date **04/3/2025**

5. Nomination and candidacy for members of the Board of Directors; Supervisory Board

- Procedure Conditions for candidacy, nomination, deadline for submission of dossiers Nomination, candidacy of the ancient East please see in the notice enclosed with this invitation or on the Company's website.

We hope that shareholders will arrange time to attend the General Meeting of Shareholders to achieve high results.

Notes:

- *Shareholders attending the General Meeting of Shareholders bring their Invitation and ID card;*
- *Shareholders who do not attend the General Meeting of Shareholders may authorize the Company's Board of Directors or other persons according to the Power of Attorney enclosed with this invitation letter;*
- *Documents related to the General Meeting of Shareholders are posted on the website: www.hapaco.vn;*
- *All expenses for travel, accommodation and other expenses during the time of attending the General Meeting of Shareholders shall be paid by the participants;*



For more information, please contact:

- Ms. Nguyen Thi My Trang: 0832999569
- Ms. Do Thi Ha Phuong: 0389998296
- Phone: 0225.3556002; Fax: 0225.3556008
- Email: hapaco@hapaco.vn

FOR AND ON BEHALF OF BOARD
OF DIRECTORS

CHAIRMAN



CHỦ TỊCH HĐQT
TS. *Từ Dương Hiến*



Hai Phong, March 10, 2025

**NOTICE OF THE BOARD OF DIRECTORS
HAPACO GROUP JOINT STOCK COMPANY**

*(Regarding the nomination and candidacy for election of additional members of the Board of Directors,
Supervisory Board for the term 2021-2026)*

To: Dear Shareholders of HAPACO Group Joint Stock Company

The Board of Directors of HAPACO Group Joint Stock Company would like to inform shareholders of the candidacy and nomination to elect additional independent members of the Board of Directors ("BOD"), members of the Supervisory Board for the term 2021-2026 at the 2025 Annual General Meeting of Shareholders, Specifically, as follows:



3. Criteria for candidates nominated and nominated as members of the Board of Directors:

According to the provisions of Clause 1, Article 155 of the Law on Enterprises 2020

1.1 Members of the Board of Directors must meet the following criteria and conditions:

- a) Not falling into the subjects specified in Clause 2, Article 17 of this Law;
- b) Having professional qualifications and experience in business administration or in the business domains, lines and lines of the company and not necessarily being a shareholder of the company, unless otherwise provided for by the company's charter;
- c) A member of the Board of Directors of a company may also be a member of the Board of Directors of another company;
- d) For state-owned enterprises specified at Point b, Clause 1, Article 88 of this Law and subsidiaries of state-owned enterprises as prescribed in Clause 1, Article 88 of this Law, members of the Board of Directors must not be persons related to the family of the Director, General Director and other managers of the company; of the manager, the person competent to appoint the manager of the parent company.

1.2. Independent members of the Board of Directors as prescribed at Point b, Clause 1, Article 137 of this Law must meet the following criteria and conditions:

- a) Not being a person working for the company, parent company or subsidiary of the company; not be a person who has worked for the company, parent company or subsidiary of the company for at least 03 consecutive years;
- b) Not being a person who is receiving salary or remuneration from the company, except for allowances to which members of the Board of Directors are entitled as prescribed;
- c) Not being a person whose spouse, natural father, adoptive father, natural mother, adoptive mother, natural child, adopted child, brother, sister or sibling who is a major shareholder of the company; being a manager of the company or a subsidiary of the company;
- d) Not being a person who directly or indirectly owns at least 01% of the total voting shares of the company;
- dd) Not being a person who has been a member of the Board of Directors or the Control Board of the company for at least 5 consecutive years, except for the case of being appointed for 02 consecutive terms.

4. Criteria of candidates nominated and nominated as members of the Supervisory Board

According to the provisions of Clauses 1 and 2, Article 169 of the Law on Enterprises 2020

Controllers must meet the following criteria and conditions:

- a) Not falling into the subjects specified in Clause 2, Article 17 of this Law;

- b) Being trained in one of the majors in economics, finance, accounting, auditing, law, business administration or majors suitable to the business activities of the enterprise;
- c) Not being a person related to the family of a member of the Board of Directors, the Director or the General Director and other managers;
- d) Not being the manager of the company; not necessarily being a shareholder or employee of the company, unless otherwise provided for by the company's charter;
- dd) Other criteria and conditions as prescribed by other relevant laws and the company's charter.
- e) Must not be a person related to the family of the enterprise manager of the company and the parent company; the representative of the capital portion of the enterprise, the representative of the state capital portion at the parent company and at the company.

3. Conditions for nomination and candidacy as members of the Board of Directors

According to the provisions of Clause 2, Article 25 of the Company's Charter

8. Conditions for nomination and candidacy as members of the Supervisory Board

According to the provisions of Clause 1, Article 36 of the Company's Charter

(Refer to the Charter at the Company's website: www.hapaco.vn)

9. Nomination and candidacy dossiers

Dossiers of nomination and candidacy for members of the Board of Directors and members of the Supervisory Board include:

- a. Written nomination or candidacy (according to the form);
- b. Information Statement & Self-Declared Candidate Affidavit (according to the form)
- c. Copy of ID card (ID card/passport).

10. Candidate Selection

Based on the candidates' profiles, the Board of Directors of the Company makes a list of eligible candidates to elect additional independent members of the Board of Directors and members of the Board of Directors for the term 2021-2026;

11. Time and address for sending nomination and candidacy dossiers

Nomination and candidacy dossiers shall be sent to the Company's Office before 17:00 on March 28, 2025 at the address:

HAPACO Group Joint Stock Company

Address: 3rd Floor, Building No. 7, Lot 28A Le Hong Phong, Ngo Quyen, Hai Phong

Phone: 02253556002

Email: hapaco@hapaco.vn

In case the number of candidates nominated by shareholders or groups of shareholders is lower than the number of candidates they are entitled to nominate, the remaining number of candidates shall be nominated by the Board of Directors or the Supervisory Board.

Sincerely announced./.

FOR AND ON BEHALF OF BOARD
OF DIRECTORS



CHỦ TỊCH HĐQT
TS. Vũ Dương Hiến

.....,day.... month.... in 2025

**CERTIFICATE OR AUTHORIZATION
ATTENDING THE ANNUAL GENERAL MEETING OF
SHAREHOLDERS YEAR 2025**

To: HAPACO Group Joint Stock Company

- Name of legal entity/natural person:.....
- Representative (if legal entity)
- ID card number: Issued Date:..... at:.....
- Number of shares owned: Stock
(In words:

I confirm that I will attend the General Meeting (check the box)

Or I agree to authorize (check the box):

Mr. Vu Duong Hien – Chairman of the Board of Directors

Or authorize others:

- Authorized Person:.....
- ID number..... Issue Date.....Place of Issue.....

Allowed to attend the 2025 Annual General Meeting of Shareholders of HAPACO Group Joint Stock Company. The authorized person shall enjoy all the rights and obligations of a shareholder of the Company according to the authorized number of shares. This power of attorney is valid until **31/03/2025**

** Please confirm/authorize to attend via: Ms. Nguyen Thi My Trang: 0832999569; Ms. Do Thi Ha Phuong: 0389998296; or phone number: 0225.3556002; Fax: 0225.3556008; Email: hapaco@hapaco.vn before 31/03/2025.*

AUTHORIZED PERSON

AUTHORIZER

Hai Phong, March , 2025

**CANDIDACY FOR MEMBERS OF THE BOARD OF
DIRECTORS/SUPERVISORY BOARD**
(For self-nominated shareholders)

To: General Meeting of Shareholders of HAPACO Group Joint Stock Company

My name is:.....
Date of birth:.....Gender:.....
ID card:.....Issued date:..... Place of Issue:.....
Education:.....
Permanent address:.....
Contact Number:.....

Pursuant to the provisions of the Law on Enterprises and the Company's Charter, I register to run for independent member of the Board of Directors/Supervisory Board for the term 2021-2026 at the 2025 Annual General Meeting of Shareholders.

I hereby pledge that I am eligible to run for the position of independent member of the Board of Directors/Supervisory Board for the term 2021-2026 at the 2025 Annual General Meeting of Shareholders of the Company.

Attached: - A copy of the candidate's information provision; commitment.
- Copy of ID card (ID, passport)

CANDIDATES

**NOMINATION FORM FOR MEMBERS OF THE BOARD OF
DIRECTORS/SUPERVISORY BOARD**

(For the nominated group of shareholders)

To: General Meeting of Shareholders of HAPACO Group Joint Stock Company

We are shareholders of HAPACO Group Joint Stock Company, including:

STT	Full names of shareholders	ID number/ID card/business registration	Number of shares owned	Percentage of shares owned	Signature (stamped if it is an organization)
1					
2					
3					
4					
5					
6					
	Total Shares				

Pursuant to the provisions of the Law on Enterprises and the Company's Charter, we respectfully nominate:

Mr. / Mrs:.....

Date of birth:.....Gender:.....

ID card:.....Issued date:..... Place of Issue:.....

Education:.....

Permanent address:.....

Contact Number:.....

Participating in the candidacy for independent member of the Board of Directors/Supervisory Board for the term 2021-2026 at the 2025 Annual General Meeting of Shareholders.

We guarantee that the above candidate is eligible to run for the position of independent member of the Board of Directors/Supervisory Board for the term 2021-2026 at the 2025 Annual General Meeting of Shareholders of the Company.

Attached: - A copy of the candidate's information provision; Commitment;

- Copy of ID card (ID, passport);

GROUP OF SHAREHOLDERS NOMINATING

**COMMITMENT TO JOIN THE BOARD OF DIRECTORS/SUPERVISORY
BOARD HAPACO GROUP JOINT STOCK COMPANY
TERM 2021-2026**

To: General Meeting of Shareholders of HAPACO Group Joint Stock Company

My Name:.....

Number of shares owned in the Company:.....

Nominated as an independent member of the Board of Directors/Supervisory Board of HAPACO Group Joint Stock Company for the term 2021-2026 at the 2025 Annual General Meeting of Shareholders held on March 31, 2025.

If I am elected by the Shareholders as an independent member of the Board of Directors/Supervisory Board of HAPACO Group Joint Stock Company, I would like to bring all my abilities and sense of responsibility to perform my duties honestly, faithfully and carefully for the highest interests of the Company.

Thank you very much.

Hai Phong, March , 2025

PLEDGERS