

#### PETROLIMEX SAIGON TRANSPORT AND SERVICE JOINT STOCK COMPANY

Head office: 118, Huynh Tan Phat, Tan Thuan Tay Ward, District 7, Ho Chi Minh City

Tel: 028 3872-1081

Fax: 028 3872-1013

Website: www.ptssaigon.petrolimex.com.vn - Business Registration Number: 0302160137

### MEETING INVITATION TO ATTEND THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

#### PETROLIMEX SAIGON TRANSPORTATION AND SERVICE JOINT STOCK COMPANY

To: Petrolimex Saigon Transportation and Service Joint Stock Company

Pursuant to the Charter and Operational Regulations of Petrolimex Saigon Transportation and Service Joint Stock Company, the Board of Directors is pleased to invite Shareholders to attend the 2025 Annual General Meeting of Shareholders (AGM) with the following details:

- 1. Time: 08:30 AM, Tuesday, April 15, 2025.
- 2. Venue: 118 Huynh Tan Phat, Tan Thuan Tay Ward, District 7, Ho Chi Minh City.

**Note:** The Company will not arrange in-person reception for shareholders at the meeting venue. Shareholders are requested to register for attendance and participate in voting and elections through the online platform. For details on the registration process and online voting procedures, shareholders are advised to refer to the Regulations on Meeting Procedures of the 2025 Annual General Meeting of Shareholders.

- 3. Meeting Agenda: The AGM will cover matters under the authority of the General Meeting of Shareholders. Detailed information is available on the Company's website: <a href="www.ptssaigon.petrolimex.com.vn/vi.html">www.ptssaigon.petrolimex.com.vn/vi.html</a> (Investor Relations Shareholder Relations section) and at ezgsm.fpts.com.vn from March 24, 2025.
- **4. Meeting Registration:** Shareholders are kindly requested to register for attendance at <u>ezgsm.fpts.com.vn</u> from March 24, 2025.
- 5. Authorization to Attend the AGM: If Shareholders authorize another person to attend the AGM, please register the authorization at <a href="mailto:ezgsm.fpts.com.vn">ezgsm.fpts.com.vn</a> and submit the signed Authorization Letter (in the provided format, system-generated, or in accordance with civil law) to 118 Huynh Tan Phat, Tan Thuan Tay Ward, District 7, Ho Chi Minh City before April 14, 2025.
  - **Lưu ý:** Giấy ủy quyền phải nêu rõ tên cá nhân, tổ chức được ủy quyền và phải có số lượng cổ phần được ủy quyền. Giấy ủy quyền phải là bản chính, có chữ ký sống. Trường hợp nhận ủy quyền từ cổ đông tổ chức thì Giấy ủy quyền phải có dấu của tổ chức ủy quyền.
- **6. Voting Procedure:** Shareholders shall exercise their voting rights on all matters through the online AGM platform at <a href="mailto:ezgsm.fpts.com.vn">ezgsm.fpts.com.vn</a> (Specific electronic voting timelines are detailed in the AGM Regulations).

#### 7. Document Submission and Support Contact:

| Người liên hệ     | Địa chỉ                            | Email/Điện thoại                |  |
|-------------------|------------------------------------|---------------------------------|--|
| Mr Dao Trung Dung | 118 Huynh Tan Phat, Tan Thuan Tay  | Email: dungdt@petrolimex.com.vn |  |
|                   | Ward, District 7, Ho Chi Minh City | Tel: 0938 768 428               |  |

8. Online system login information at the website: ezgsm.fpts.com.vn

Username

: Printed in the invitation letter sent to each shareholder

**Password** 

: Printed in the invitation letter sent to each shareholder

Respectfully yours.

ON BEHALF OF BOARD OF DIRECTORS

CHAIRMAN

I AN TAI VÀ BEC SUN

BUI TRUNG DINH

#### PETROLIMEX SAIGON TRANSPORT AND SERVICE JOINT STOCK COMPANY

#### SOCIALIST REPUBLIC OF VIETNAM Independence – Freedom – Happiness



#### AUTHORIZATION LETTER

(Re: Attendance at the 2025 Annual General Meeting of Shareholders)

| 1. AUTHORIZING PARTY:                                   |                |
|---|----------------|
| Name of Individual/Organization:                        |                |
| ID Card/Passport/Business Registration Certificate No.: | Date of Issue: |
| Place of Issue:   |                |
| Shareholder Code:                                       |                |
| Address:  |                |
| Phone Number:   |                |
| Email:  |                |
| Number of Shares Represented/Owned: (In words:          | shares)        |
| 2. BÊN NHẬN ỦY QUYỀN: Name of Individual:               |                |
| ID Card/Passport No.: Date of Issue:                    |                |
| Place of Issue:   |                |
| Address:  |                |
| Phone Number:   |                |
| Email (*):  |                |
| Number of Shares Represented/Owned: (In words:          | shares)        |

#### 3. AUTHORIZATION CONTENT:

- The Authorized Party shall represent the Authorizing Party to attend the 2025 Annual General Meeting of Shareholders online and exercise all rights and obligations at the Meeting corresponding to the number of shares authorized.
- This Authorization Letter shall be valid only during the 2025 Annual General Meeting of Shareholders of Petrolimex Saigon Transportation and Service Joint Stock Company.
- We take full responsibility for this authorization and commit to strictly comply with all applicable laws and the Charter of Petrolimex Saigon Transportation and Service Joint Stock Company.

TORE IN CONTROL OF THE TREE SALL

Date ..... Month ..... Year ......

#### **AUTHORIZING PARTY**

(Signature, Full Name, Seal if applicable)

#### AUTHORIZED PARTY

(Signature, Full Name, Seal if applicable)

#### Note:

- If the Authorizing Party or the Authorized Party is an organization, the Authorization Letter must bear the signature of the legal representative and the official seal of the organization.
- This Authorization Letter is only valid if it is submitted to the Organizing Committee prior to the official opening of the General Meeting.
- (\*): Mandatory for the Authorized Party to receive the Username and Password for online participation.





# PETROLIMEX SAIGON TRANSPORTATION AND SERVICE JOINT STOCK COMPANY 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS



## VOTING BALLOT DELEGATE CODE: PSC......

| Full Name of Delegate:                            |  |
|---|--|
| Number of Voting Shares Owned: shares             |  |
| Number of Voting Shares Authorized: shares        |  |
| Total Number of Voting Shares Represented: shares |  |
|   |  |

After reviewing the contents of the reports and proposals presented at the 2025 Annual General Meeting of Shareholders of Petrolimex Saigon Transportation And Service JSC, I hereby express my opinion on each matter as follows (please mark (X) in only one of the three boxes: "Agree," "Disagree," or "No Opinion").

| NỘI DUNG   | Agree | Disagree | No<br>Opinion |
|--|-------|----------|---------------|
| <b>Nội dung 01:</b> Report on the activities of the Board of Directors in 2024 and the operational plan for 2025   |       |          |               |
| <b>Nội dung 02:</b> Report of the General Director on business performance in 2024 and the operational plan for 2025   |       |          |               |
| <b>Nội dung 03:</b> Report of the Board of Supervisors for 2024 and the operational plan for 2025  |       |          |               |
| Nội dung 04: Proposal on the audited financial statements for 2024   |       |          |               |
| <b>Nội dung 05:</b> Proposal on the finalization of the Salary and Remuneration Fund for members of the Board of Directors, the Board of Supervisors, and the Board of Management in 2024, and the remuneration plan for these members in 2025 |       |          |               |
| Nội dung 06: Proposal on the profit distribution plan for 2024   |       |          |               |
| <b>Nội dung 07:</b> Proposal on the selection of the firm for reviewing the semi-<br>annual financial statements of 2025 and auditing the financial statements<br>of 2025  |       |          |               |
| <b>Nội dung 08:</b> Proposal for the approval of contracts and transactions with related parties   |       |          |               |
| <b>Nội dung 09:</b> Proposal on amendments and supplements to the Company's Charter of organization and operation  |       |          |               |
| <b>Nội dung 10:</b> Proposal on amendments and supplements to the Internal Corporate Governance Regulations  |       |          |               |
| <b>Nội dung 11:</b> Proposal on amendments and supplements to the Board of Directors' Operating Regulations  |       |          |               |
| <b>Nội dung 12:</b> Proposal on amendments and supplements to the Board of Supervisors' Operating Regulations  |       |          |               |

Date ..... month ..... year 2025

Delegate
(Signature and Full Name)