



No.: 098/TB – HĐQT

Hanoi, March 27, 2025

## NOTICE

**Regarding invitation to attend the 2025 Annual General Meeting of Shareholders  
Vinacomin - Viet Bac Mining Industry Holding Corporation**

### **To: Shareholders of the Parent Company**

The Board of Directors of Vinacomin - Viet Bac Mining Industry Holding Corporation would like to respectfully announce and invite shareholders to attend the 2025 Annual General Meeting of Shareholders of the Parent Company. Details are as follows:

**1. Meeting time: Starting at 8:00 a.m, April 23, 2025**

**- Time for reception and shareholder qualification verification: From 07:30 to 08:00.**

**2. Address: 11th floor hall - Office of Vinacomin - Viet Bac Mining Industry Holding Corporation (No. 1 Phan Dinh Giot, Phuong Liet Ward, Thanh Xuan District, Hanoi)**

**3. Content and documents of the General Meeting:**

- Expected agenda of the General Meeting;
- Certificate of attendance at the General Meeting; Authorization letter to attend the General Meeting (if any);
- Regulations on organization and working of the General Meeting;
- Report on production and business results in 2024; directions and tasks in 2025;
- Report on the Board of Directors' activities in 2024, direction and tasks in 2025;
- Submission for approval of financial statement and profit distribution for 2024;
- Board of Supervisors' report for 2024, direction for 2025;
- Submission for remuneration payment to members of the Board of Directors and Supervisory Board in 2024; expected remuneration payment level in 2025;
- Submission for approval of contracts and related party transactions;
- Submission for selecting an independent auditing company to audit the 2025 Financial Statements of the Parent Company;
- Other contents under the authority of the General Meeting.

***Shareholders can refer to the document at the link: <https://cmv.vn/quan-he-co-dong/dai-hoi-dong-co-dong/> and distributed directly at the General Meeting.***

**4. Meeting attendees:** All shareholders of Vinacomin - Viet Bac Mining Industry Holding Corporation according to the list finalized on **March 20, 2025** of Vietnam Securities Depository and Clearing Corporation.

**5. Time for registration and confirmation of attendance at the General Meeting:**

To welcome shareholders carefully and organize the General Meeting smoothly, we request that shareholders confirm their attendance at the General Meeting or send a letter of authorization to the Parent Company Office before **9:00 a.m on April 21, 2025**.

Shareholders attending the Meeting must bring the following documents: Original ID card (CCCD) or Passport, Authorization letter to attend the General Meeting (if authorized).

*Shareholders are responsible for all expenses for food, accommodation and travel when attending the General Meeting.*

**6. For further information regarding the General Meeting, please contact:**

Mr. Vu The Tan – Secretary of Parent Company

- Address: 5th Floor, Office of Vinacomin - Viet Bac Mining Industry Holding Corporation (No. 1 Phan Dinh Giot, Phuong Liet Ward, Thanh Xuan District, Hanoi)

- Phone: 024.36647504 or mobile: 0913210737

*This notice is in lieu of a meeting invitation.*

*Sincerely invited.*

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

**Recipient:**

- As mentioned above;
- Member of BOD, Supervisory Board (e-copy);
- General Director, Deputy General Director (e-copy);
- Departments of Parent Company (e-copy);
- Units (e-copy);
- Archived at: Office, Secretary of Parent Company, BOD (T.03)

**Le Quang Binh**





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**CONFIRMATION**

**Attend The Annual General Meeting of Shareholders 2025**  
**Vinacomin - Viet Bac Mining Industry Holding Corporation**

**To: Organizing Committee of General Meeting of Shareholders**  
**Vinacomin - Viet Bac Mining Industry Holding Corporation**

Name of shareholder:.....

ID card/Enterprise registration number:.....

Date of issue..... Place of issue.....

Address:.....

Phone:..... Fax:..... Email:.....

Total shares owned:.....

(In words:..... shares)

Confirmation of attendance at the 2025 Annual General Meeting of Shareholders of Vinacomin - Viet Bac Mining Industry Holding Corporation, held at **8:00 a.m on April 25, 2025** at the 11th Floor Hall, Office of Vinacomin - Viet Bac Mining Industry Holding Corporation (No. 1, Phan Dinh Giot Street, Phuong Liet Ward, Thanh Xuan District, Hanoi City) as follows:

**Attend directly**

**Authorization to attend**

**Do not attend**

..... (date) ..... (month) ..... 2025

**SHAREHOLDERS**

*(Sign and full name)*

**Note:**

- Shareholders are requested to fax, e-mail and send this Confirmation to the Parent Company before **9:00 a.m. on April 21, 2025** to the address: Human Resources Department, Vinacomin - Viet Bac Mining Industry Holding Corporation (No. 1 Phan Dinh Giot, Thanh Xuan District, Hanoi). Email: [tanvt@cmv.vn](mailto:tanvt@cmv.vn)



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**POWER OF ATTORNEY**

**Attend the 2025 Annual General Meeting of Shareholders**  
**Vinacomin - Viet Bac Mining Industry Holding Corporation**

This Power of Attorney is made on ..... (date) ..... (month) 2025  
at: ..... between **the Authorizing Party and the Authorized Party** as follows:

**1. THE AUTHORIZING PARTY:** .....

Permanent address: .....

Contact phone: .....

ID card/Passport/Enterprise registration number:.....

Date of issue:..... Place of issue:.....

Is a shareholder of Vinacomin - Viet Bac Mining Industry Holding Corporation

Number of shares owned: ..... shares

**2. THE AUTHORIZED PARTY:** .....

Permanent address: .....

Contact phone: .....

ID card/Passport/Enterprise registration number:.....

Date of issue:..... Place of issue:.....

**3. Authorization content:**

By this Power of Attorney, the Authorizing Party authorizes the Authorized Party to act on behalf of the Authorizing Party:

a. Attend the 2025 Annual General Meeting of Shareholders of Vinacomin - Viet Bac Mining Industry Holding Corporation held at **8:00 a.m on April 23, 2025.**

b. Exercise the right to speak and vote on all matters within the authority of the General Meeting and other rights (if any) as a representative of ..... shares that the authorized party owns according to the provisions of law and the Charter of the Parent Company.

**4. Authorization term:**

This authorization is only valid during the 2025 Annual General Meeting of Shareholders of Vinacomin - Viet Bac Mining Industry Holding Corporation.

The Authorizing Party and the Authorized Party undertake to clearly understand their legal rights and obligations regarding the above authorization. The Authorized Party shall not re-authorize a third party to perform the tasks stated in this Authorization./.

**THE AUTHORIZING PARTY**  
(Sign and full name, seal if legal entity)

**THE AUTHORIZED PARTY**  
(Sign and full name)

.....  
**Note:** - Shareholders can authorize part or all the shares they own.

- Shareholders are requested to fax, e-mail and send this Power of Attorney to the Parent Company before **9:00 a.m on April 21, 2025** to the address: Human Resources Department, Vinacomin - Viet Bac Mining Industry Holding Corporation (No. 1 Phan Dinh Giot, Thanh Xuan District, Hanoi). Email: [tanvt@cmv.vn](mailto:tanvt@cmv.vn)

