

*Hai Phong, April 25<sup>th</sup>, 2025*

**MINUTES**  
**2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**  
**HABECO – HAI PHONG JOINT STOCK COMPANY**

**Company Name:** Habeco – Hai Phong Joint Stock Company

**Head Office Address:** Truong Son Town – An Lao District – Hai Phong City

**Business Registration Certificate Number:** 0200761964, first amended on April 26<sup>th</sup>, 2013, second amended on July 4<sup>th</sup>, 2018, third amended on June 13<sup>th</sup>, 2019, fourth amended on May 17<sup>th</sup>, 2022, fifth amended on July 31<sup>st</sup>, 2024.

**Place of Business Registration:** Hai Phong City Department of Planning and Investment.

Today, on April 25<sup>th</sup>, 2025, at the head office of Habeco – Hai Phong JSC, Truong Son Town, An Lao District, Hai Phong City, the 2025 Annual General Meeting of Shareholders of Habeco – Hai Phong Joint Stock Company was held.

**A. Attendees and Validity of the Meeting**

**I. Attendees:**

**+ Board of Directors of Habeco – Hai Phong JSC:**

1. Mr. Pham Anh Tuan: Chairman of the Board
2. Mr. Nguyen Hoang Giang: Member of the Board / General Director
3. Ms. Quach Thi Thu Huyen: Member of the Board
4. Mr. Tran Van Trung: Member of the Board

**+ Supervisory Board of Habeco – Hai Phong JSC**

1. Ms. Bui Thi Huyen: Head of Supervisory Board
2. Mr. Nguyen Nhu Khue: Member of Supervisory Board
3. Ms. Vu Thi Luyen: Member of Supervisory Board
4. Ms. Nguyen Thi Anh Dao: Member of Supervisory Board

**+ Shareholders owning shares of Habeco – Hai Phong JSC.**

**II. Legitimacy and Validity of the Meeting:**

The organizing committee conducted the registration of delegates attending the Meeting, introduced the delegates, and announced the reason for the 2025 Annual General Meeting.

The Meeting listened to Ms. Bui Thi Huyen, Head of the shareholder eligibility verification board, reporting the verification results as follows:



- Total number of shareholders as per the list dated March 20, 2025: 243 shareholders, holding 16,000,000 shares.

- Total number of shareholders and authorized representatives attending the Meeting at 9:00 AM on April 25, 2025: 35 shareholders, representing 13,574,480 voting shares, accounting for 84.84% of the total voting shares of Habeco – Hai Phong JSC.

According to the Enterprise Law and the Charter of Habeco – Hai Phong JSC, the quorum requirement 84.84% (more than 50% of total voting shares) is met to conduct the Meeting.

## **B. Content and Agenda of the Meeting**

### ***1. Election of the Presidium, Secretariat, and Vote Counting Committee:***

Mr. Pham Anh Tuan – Chairman of the Board of Directors, on behalf of the Organizing Committee, proposed the personnel for the Presidium, Secretariat, and Vote Counting Committee as follows:

- Presidium of the AGM:

1. Mr. Pham Anh Tuan – Chairman of the Board (Chairman)
2. Mr. Nguyen Hoang Giang – Board Member / General Director
3. Mr. Tran Van Trung – Board Member

- Secretariat:

1. Ms. Tran Thi Thuy – Secretary of the Board
2. Mr. Pham Vinh Loc – Member

- Vote Counting Committee:

1. Mr. Ngo Hoang Hai – Head of Technical Department (Head)
2. Mr. Nguyen Van Dinh – Member
3. Ms. Dang Thu Uyen – Member
4. Mr. Tran Ba Ngoc – Member

The Meeting voted to approve the personnel of the Presidium, Secretariat, and Vote Counting Committee.

**Voting result:** Approved: 100 %; Disapproved: 0 %; No opinion: 0 %

Under the direction of the Presidium, the AGM of Habeco – Hai Phong JSC proceeded with the agenda.

### ***2. Program and Regulations of the Meeting:***

Mr. Pham Anh Tuan, Chairman, on behalf of the Presidium, presented the Working Regulations and Agenda of the 2025 AGM.

The Meeting voted to approve the agenda and working regulations.

**Voting result:** Approved: 100 %; Disapproved: 0 %; No opinion: 0 %

### **The Meeting heard the following reports:**

1. Mr. Nguyen Hoang Giang, General Director: Report on the business performance in 2024 and the plan for 2025.



2. Mr. Pham Anh Tuan, Chairman: Report of the Board of Directors for 2024 and orientation for 2025.

3. Ms. Bui Thi Huyen, Head of Supervisory Board: Report of the Supervisory Board.

**Proposals presented:**

1. Ms. Bui Thi Huyen – Head of the Supervisory Board: Proposal on the selection of an audit company for the 2025 financial statements.

2. The Presidium presented the Proposal:

- Approval of the 2024 financial statements and the plan for the distribution of accumulated profits.
- Approval of several key targets in the 2025 business and production plan
- Approval of the 2025 profit distribution plan.
- Approval of the report on remuneration paid to members of the Board of Directors and the Supervisory Board in 2024 and the payment plan for 2025.
- Approval of contracts and transactions between the Company and related parties.

3. Ms. Quach Thi Thu Huyen – Board Member:

- Proposal for dismissal of BOD members for the 2020-2025 term and nomination of new members for the 2025-2030 term.

+ Dismissal of BOD members whose term ends in 2025.

+ Nomination of Mr. Nguyen Hoang Giang for BOD term 2025–2030 (resume and background attached).

**III. Discussion and Opinions at the General Meeting:**

The shareholders all agreed with the reports and proposals presented at the meeting and had no further comments or requests for clarification.

**IV. Organizing the Vote on Reports and Proposals:**

Mr. Pham Anh Tuan - the Chairman asked the General Meeting to vote on the reports and proposals by raising voting cards, with the following results:

**Article 1.** Approval of the 2024 Business Production Summary Report and the 2025 Mission Plan from the Board of Directors:

*Voting ratio: Agree: 100 %; Disagree: 0 %; No opinion: 0 %.*

**Article 2.** Approval of the 2024 Activity Report and the 2025 Orientation of the Board of Directors.

*Voting ratio: Agree: 100 %; Disagree: 0 %; No opinion: 0 %.*

**Article 3.** Approval of the Supervisory Board's Report.

*Voting ratio: Agree: 100 %; Disagree: 0 %; No opinion: 0 %.*

**Article 4.** Approval of the authorization for the Board of Directors to select the Audit Firm for the 2025 financial statements in accordance with the law.

*Voting ratio: Agree: 100 %; Disagree: 0 %; No opinion: 0 %.*



**Article 5.** Approval of the audited 2024 financial report and the profit distribution plan with the following key points:

Approval of the accumulated profit distribution plan.

No.	Content	Amount (VND)	Notes
<b>1</b>	<b>Total undistributed profit as of 01/01/2025</b>	<b>6,161,384,371</b>	
1,1	Undistributed profit accumulated until 01/01/2024	6,004,583,481	
1,2	Undistributed profit for the year 2024	156,800,890	
<b>2</b>	<b>Allocation to funds and dividend payment</b>	<b>1,600,000,000</b>	
2,1	Allocation to funds	0	
2,2	Dividend payment (1% x 160,000,000,000 VND)	1,600,000,000	
<b>3</b>	<b>Remaining profit to be carried forward to 2025</b>	<b>4,561,384,371</b>	Retain earnings to supplement working capital, replace bank loans, and reduce financial expenses

*Voting ratio: Agree: 100 %; Disagree: 0 %; No opinion: 0 %.*

**Article 6.** Approval of the report on remuneration payment for members of the Board of Directors and the Supervisory Board in 2024 and the plan for 2025 as follows:

Finalized remuneration for 2024 of the Board of Directors and the Supervisory Board:

No.	Description	Amount (VND)
1	Remuneration plan according to the 2024 General Meeting of Shareholders' resolution	413,040,000
2	Actual payment in 2024	433,692,000
3	Conclusion: Difference between actual payment and the plan approved by the 2024 General Meeting of Shareholders	20,652,000

#### **Remuneration payment plan for 2025**

No.	Title	Remuneration (VND/month)
1	Chairman of the Board of Directors	7,829,000
2	Member of the Board of Directors	6,341,000
3	Head of the Supervisory Board	3,343,000
4	Member of the Supervisory Board	2,308,000



The total planned remuneration fund for 2025 is VND 445,428,000.

Remuneration shall be paid quarterly, starting from Q2/2025.

*Voting ratio: Agree: 100 %; Disagree: 0 %; No opinion: 0 %.*

**Article 7.** Approval of the proposal on key targets of the 2025 business and production plan (attached), as follows:

- Revenue from main product sales: VND 254.83 billion
- Pre-tax profit: VND 1.07 billion
- After-tax profit: VND 0.8 billion

During the implementation of the 2025 business and production plan, if it becomes necessary to adjust the cost plan, the Board of Directors respectfully requests the General Meeting of Shareholders to authorize the Board of Directors and the Executive Board to make such adjustments in order to ensure the planned profit target is achieved.

*Voting ratio: Agree: 100 %; Disagree: 0 %; No opinion: 0 %.*

**Article 8.** Approval of the 2025 profit distribution plan:

No.	Content	Amount (VND)	Notes
<b>1</b>	<b>Total estimated undistributed profit</b>	<b>5,358,074,371</b>	
1.1	Undistributed profit from the previous year	<b>4,561,384,371</b>	
1.2	Undistributed profit for this year	796,690,000	
<b>2</b>	<b>Allocation to funds and dividend payment</b>	<b>1,600,000,000</b>	
2.1	Allocation to funds	0	
2.2	Dividend distribution: 1% of VND 160,000,000,000	1,600,000,000	
<b>3</b>	<b>Estimated remaining profit to be carried forward to 2026</b>	<b>3,758,074,371</b>	Retain earnings to supplement working capital, replace bank loans, and reduce financial expenses.

*Voting ratio: Agree: 100 %; Disagree: 0 %; No opinion: 0 %.*

**Article 9.** Approval of contracts and transactions between the Company and related parties.

*Voting ratio: Agree: 100 %; Disagree: 0 %; No opinion: 0 %.*

**Article 10.** Approval of the proposal on dismissal of a member of the Board of Directors for the 2020–2025 term and nomination of a member to the Board of Directors for the 2025–2030 term.

**Voting ratio:** Agree: 100 %; Disagree: 0 %; No opinion: 0 %.

**V. Election of Member to the Board of Directors for the 2025–2030 Term:**



Ms. Bui Thi Huyen – Head of the Shareholder Eligibility Verification Committee – reported the number of shareholders attending in person and by proxy, including: 35 shareholders representing 13.574.480 voting shares, accounting for 84,84 % of the total voting shares of Habeco – Hai Phong Joint Stock Company. She also announced the number of candidates for the position of Board Member and finalized the list for the election

**List of candidates for the Board of Directors:**

1. Mr. Nguyen Hoang Giang – Director of Habeco – Hai Phong Joint Stock Company.

Mr. Ngo Hoang Hai, Head of the Vote Counting Committee, presented the election regulations and provided guidance on the election process for the Board of Directors for the 2025–2030 term.

*Voting ratio: Agree: 100 %; Disagree: 0 %; No opinion: 0 %.*

Election proceedings: The General Meeting proceeded to elect 01 member to the Board of Directors by secret ballot.

The Vote Counting Committee carried out the counting process and announced the results. Mr. Ngo Hoang Hai, Head of the Vote Counting Committee, read out the election result (detailed in the attached minutes):

- Elected Member of the Board of Directors:

No.	Candidate	Total Votes Received	Voting Percentage
1	Nguyen Hoang Giang	35	100%

Mr. Pham Anh Tuan – Chairman of the Board of Directors – introduced the newly elected member of the Board of Directors for the 2025–2030 term.

**VII. Approval of the 2025 Annual General Meeting Resolution**

Ms. Tran Thi Thuy, representing the Secretariat, read the draft Resolution of the 2025 Annual General Meeting of Shareholders for the General Meeting to approve.

*Voting ratio: Agree: 100 %; Disagree: 0 %; No opinion: 0 %.*

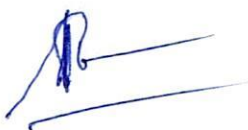
The Chairman delivered a closing speech and declared the meeting adjourned.

The General Meeting concluded at 11 hours 00 minutes on April 25<sup>th</sup>, 2025.

**Secretary of the General Meeting**

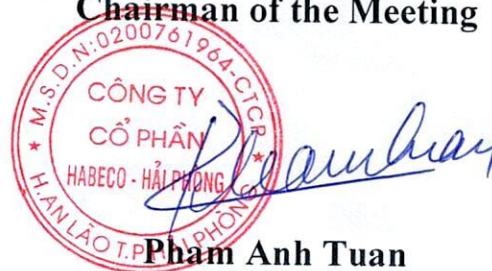


**Tran Thi Thuy**



**Pham Vinh Loc**

**Chairman of the Meeting**



**Pham Anh Tuan**