



**AGENDA**  
**2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

**Venue:** Meeting room on the 16<sup>th</sup> fl., COMA Building, No. 125D Minh Khai Str., Hai Ba Trung Dist., Hanoi City

**Time:** From 8:00 a.m., June 26<sup>th</sup> 2025

No.	Time	Details
1	8h00-8h30	Welcome attendants and regist to attend the meeting
2	8h30-8h40	<ul style="list-style-type: none"><li>- Opening declaration of the meeting and introduce attendants</li><li>- Report on shareholders' verification</li><li>- Introduce Chairman</li></ul>
3	8h40-8h55	<ul style="list-style-type: none"><li>- Nominate Secretary</li><li>- Approve members of the Vote Counting Committee</li></ul>
4	8h55-9h10	<ul style="list-style-type: none"><li>- Approve Agenda and Working Regulations of the Meeting</li></ul>
5	9h10-10h00	<b>Present Reports and Proposals:</b> <ul style="list-style-type: none"><li>1. Report on production and business results for the year 2024 and plan for the year 2025;</li><li>2. Report on operation of the Board of Directors (BOD) for the year 2024 and plan for the year 2025;</li><li>3. Report on operation of the Supervisory Board (SB) for the year 2024 and plan for the year 2025;</li><li>4. Proposal on approval of the audited financial statements for the year 2024;</li><li>5. Proposal on approval of the profit distribution plan for the year 2024;</li><li>6. Proposal on approval of salary and remuneration paid to the members of BOD and SB for the year 2024 and plan for the year 2025;</li><li>7. Proposal on selection of independent audit companies to review and audit financial statements for the year 2025.</li></ul>
6	10h00-10h30	Discussion
7	10h30-10h45	Attendants' opinions
8	10h45-11h00	<b>Vote to approve the Reports and Proposals:</b>

		<p>1. Report on production and business results for the year 2024 and plan for the year 2025;</p> <p>2. Report on operation of the Board of Directors (BOD) for the year 2024 and plan for the year 2025;</p> <p>3. Report on operation of the Supervisory Board (SB) for the year 2024 and plan for the year 2025;</p> <p>4. Proposal on approval of the audited financial statements for the year 2024;</p> <p>5. Proposal on approval of the profit distribution plan for the year 2024;</p> <p>6. Proposal on approval of salary and remuneration paid to the members of BOD and SB for the year 2024 and plan for the year 2025;</p> <p>7. Proposal on selection of independent audit companies to review and audit financial statements for the year 2025.</p>
9	11h00-11h15	Break
10	11h15-11h30	Vote Counting Committee announce the vote counting results of the approval of the above Reports and Proposals.
11	11h30-11h45	<p>- Approve Minutes of Meeting and Resolution of the GMS.</p> <p>- Close the meeting.</p>