

No.221/BB-DHĐCĐ

Hanoi, June 27<sup>th</sup>, 2025

**MINUTES OF MEETING  
THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS  
VIETNAM MACHINERY INSTALLATION CORPORATION - JSC**

**I. General information about the Company**

- Enterprise name: Vietnam Machinery Installation Corporation - JSC (hereinafter referred to as LILAMA or the Corporation).
- Head office address : No. 124 Minh Khai, Hai Ba Trung District, Hanoi City.
- Business registration number: 0100106313

**II. Time and Venue of the General Meeting**

- Time: From 08:30 AM, June 27, 2025.
- Venue: 5th floor Hall - Headquarter of Vietnam Machinery Installation Corporation - JSC, No.124 Minh Khai, Hai Ba Trung District, Hanoi.

**III. Participants**

- Members of the Board of Directors of the Corporation;
- Members of the Executive Board of the Corporation;
- Members of the Board of Supervisors;
- Invited guests attending the General Meeting;
- Shareholders and authorized representatives of shareholders of Vietnam Machinery Installation Corporation - JSC (according to the list of shareholders as of May 28, 2025 provided by Vietnam Securities Depository and Clearing Corporation).

**IV. Conditions for holding the General Meeting**

The Head of the Shareholder Eligibility Verification Board - Mr. Trinh Hoang Lam reported the results of shareholder eligibility verification for attending the 2025 Annual General Meeting of Shareholders (hereinafter referred to as the General Meeting).

At the time of commencement (8:35 a.m), the General Meeting is eligible to proceed according to current legal regulations, with the following shareholders structure:

The number of shareholders/authorized representatives attending the Meeting is 50 persons, representing 78.320.454 shares, accounting for 98,2369% of total voting shares.

Pursuant to the provisions of current law and the Corporation's Charter, the 2025 Annual General Meeting of Shareholders of Vietnam Machinery Installation Corporation - JSC, with the above participants structure is deemed valid and eligible to proceed.

**V. Appointment of the Presidium and the Secretariat:**

**1. Members of the Presidium appointed by the Chairman of the Meeting include:**

- Mr. Bui Duc Kien - Chairman of the Board of Directors, Chairman of the Meeting;



- Mr. Nguyen Van Hung - Member of the Board of Directors, General Director, Member;
- Mr. Tran Vu Vuong - Member of the Board of Directors, Head of Legal and Appraisal Department, Member
- Mr. Nguyen Manh Dung - Member of the Board of Directors, Deputy General Director, Member.

**2. The Secretariat, appointed by the Chairman of the Meeting include:**

- Mr. Tran Duc Thang - Deputy Head of Human Resources Department, Head of the Secretariat;
- Ms. Nguyen Truc Quynh - Officer of the Board of Directors' Supporting Team, Member.

**VI. Approval of the Vote Counting Committee, Meeting Agenda, Working Regulations of the Meeting and Election Regulations for the additional members of the Board of Directors for the 2021 - 2026 term:**

The General Meeting approved the Ballot Counting Committee, Meeting Agenda, Working Regulations of the Meeting, Election Regulations for the additional members of the Board of Directors for the 2021 - 2026 term by showing voting cards, with the following details:

Total number of shareholders/authorized representatives attending the Meeting: 50 persons, representing 78.320.454 shares, accounting for 98,2369% of the total number of votes of all shareholders entitled to vote;

Total number of voting cards distributed: 50, representing 78.320.454 votes, accounting for 100% of the total number of votes of shareholders attending the Meeting.

Total number of voting cards collected: 50, representing 78.320.454 votes, accounting for 100% of the total number of votes of shareholders attending the Meeting.

Total number of voting cards not collected: 0 , representing 0 votes, accounting for 0% of the total number of votes of shareholders attending the Meeting.

**1. Vote Counting Committee:**

Members of the Vote Counting Committee introduced by the Chairman include:

- Mr. Ngo Anh Duc, Deputy Head of Finance and Accounting Dept.: Head of the Committee;
- Mr. Lai Viet Tan, Officer of Finance and Accounting Dept.: Member;
- Ms. Le Thi Thanh Binh, Officer of Human Resources Dept.: Member;
- Ms. Nguyen Thanh Huong, Officer of Economic and Technical Dept.: Member;
- Mr. Do Hong Quan, Officer of Economic and Technical Dept: Member.

The General Meeting discussed and approved the Vote Counting Committee with the following result:

Total number of valid voting cards: 50, representing 78.320.454 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting, of which:

- Number of approval voting cards: 50, representing 78.320.454 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting;



- Number of disapproval voting cards: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of voting cards with no opinion: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

Total number of invalid voting cards: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting.

***Thus, the Vote Counting Committee was approved with the rate of 100% of the total number of votes of shareholders attending and voting at the Meeting***

## **2. Meeting Agenda:**

The General Meeting discussed and approved the Meeting Agenda with the following results:

Total number of valid voting cards: 50, representing 78.320.454 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting, of which:

- Number of approval voting cards: 50, representing 78.320.454 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of disapproval voting cards: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of voting cards with no opinion: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

Total number of invalid voting cards: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting.

***Thus, the Meeting Agenda was approved with the rate of 100% % of the total number of votes of shareholders attending and voting at the Meeting***

## **3. Working regulations of the Meeting:**

The General Meeting discussed and approved the Working Regulations with the following results:

Total number of valid voting cards: 50, representing 78.320.454 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting, of which:

- Number of approval voting cards: 50, representing 78.320.454 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of disapproval voting cards: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of voting cards with no opinion: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

Total number of invalid voting cards: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting.

***Thus, the Working Regulations were approved with the rate of 100% of the total number of votes of shareholders attending and voting at the Meeting***



**4. The Election Regulations for additional members of the Board of Directors for the 2021 - 2026 term:**

The General Meeting discussed and approved the Election Regulations with the following results:

Total number of valid voting cards: 50, representing 78.320.454 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting, of which:

- Number of approval voting cards: 50, representing 78.320.454 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting;
- Number of disapproval voting cards: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;
- Number of voting cards with no opinion: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

Total number of invalid voting cards: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting.

***Thus, the Regulation on Additional Election of Members of the Board of Directors for the 2021–2026 term was approved with the rate of 100% of the total number of votes of shareholders attending and voting at the Meeting***

**VII. Approval of the Reports and Proposal presented at the Meeting:**

**1. The Meeting listened to Mr. Tran Vu Vuong - Member of the Board of Directors, Head of Legal and Appraisal Department presenting the Report on 2024 performance results and 2025 operating plan of the Board of Directors;**

**2. The Meeting listened to Ms. Nguyen Thi Thu Trang - Head of the Board of Supervisors presenting:**

- The report on the 2024 performance and 2025 activity plan of the Board of Supervisors;
- Proposal for approval of the List of auditing firms approved to audit and review the 2025 financial statements of Vietnam Machinery Installation Corporation - JSC;

**3. The Meeting listened to Mr. Nguyen Manh Dung - Member of the Board of Directors, Deputy General Director presenting the following Proposals:**

- Proposal for approval of the audited Financial Statements (Separate Financial Statements and Consolidated Financial Statements) for 2024;
- Proposal for approval of the 2024 profit distribution plan of Vietnam Machinery Installation Corporation - JSC;
- Proposal for approval of the remuneration and salary payment for 2024 and the plan for 2025 of the Board of Directors and the Board of Supervisors;

**4. The Meeting listened to Mr. Nguyen Van Hung - Member of the Board of Directors, General Director presenting the Proposal for approval of the dismissal and**



election of additional members of the Board of Directors for the 2021 - 2026 term.

After listening to the Presidium member presenting the Proposal on the dismissal and election of additional members of the Board of Directors for the 2021-2026 term:

+ ***The Meeting unanimously approved the dismissal of Mr. Le Van Tuan from his position as a member the Board of Directors for the 2021-2026 term of Vietnam Machinery Installation Corporation - JSC*** (due to reaching the retirement age under the social insurance regime as stipulated in Decision No. 660/QD-BXD dated July 10, 2024 issued by the Ministry of Construction. Additionally, Mr. Le Van Tuan submitted a resignation letter from the Board of Directors as of October 1, 2024) ***and the election of an additional member of the Board of Directors for the 2021-2026 term*** by showing voting cards with the following results:

Total number of valid voting cards: 50, representing 78.320.454 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting, of which:

- Number of approval voting cards: 50, representing 78.320.454 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting;
- Number of disapproval voting cards: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;
- Number of voting cards with no opinion: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

Total number of invalid voting cards: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting.

***Thus, the Proposal on the Dismissal and Additional Election of Members of the Board of Directors for the 2021–2026 term was approved with the rate of 100% of the total number of votes of shareholders attending and voting at the Meeting***

+ The list of candidates for the additional election of a member of the Board of Directors for the 2021-2026 term of Vietnam Machinery Installation Corporation - JSC includes one (01) candidate, Mr. Le Dinh Khanh, nominated by the shareholder - the Ministry of Construction (as stated in the Official Letter No.5186/BXD-TCCB dated June 17, 2025 regarding the nomination of a state capital representative to hold a position at Vietnam Machinery Installation Corporation - JSC).

+ ***The Meeting unanimously approved the List of candidates for the additional election of a member of the Board of Directors for the 2021-2026 term*** by showing voting cards with the following results:

Total number of valid voting cards: 50, representing 78.320.454 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting, of which:

- Number of approval voting cards: 50, representing 78.320.454 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting;



- Number of disapproval voting cards: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of voting cards with no opinion: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

Total number of invalid voting cards: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting.

***Thus, the List of Candidates for the Additional Election of Members of the Board of Directors for the 2021–2026 term was approved with the rate of 100% of the total number of votes of shareholders attending and voting at the Meeting***

**5. Remarks by the Representative of the Ministry of Construction's leadership:**

**6. Discussion at the Meeting:**

The Chairman invited shareholders to comment on the reports and proposals presented at the Meeting.

Shareholders agreed on the content of the reports and proposals and had no further comments.

**VIII. Voting and voting results**

At the time of voting, the total number of shareholders/authorized representatives attending the Meeting was 56 persons, representing 78.333.454 shares, accounting for 98,2532% of the total number of voting shares.

The voting was conducted by secret ballot in the ballot box, details as follows:

Total number of ballots distributed: 56, representing 78.333.454 votes, accounting for 98,2532% of the total number of votes of shareholders attending the Meeting.

Total number of ballots collected: 53, representing 78.331.954 votes, accounting for 99,9981% of the total number of votes of shareholders attending the Meeting.

Total number of ballots not collected: 3, representing 1.500 votes, accounting for 0,0019% of the total number of votes of shareholders attending the Meeting.

**The voting results for each content presented at the Meeting are as follows:**

**1. The Report on 2024 performance results and 2025 operating plan of the Board of Directors of Vietnam Machinery Installation Corporation - JSC (Details as provided in the Report No. 199/BC-HĐQT dated June 4, 2025 issued by the Board of Directors of the Corporation.)**

***Voting results:***

Total number of valid ballots: 53, representing 78.331.954 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting, of which:

- Number of approval ballots: 53, representing 78.331.954 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of disapproval ballots: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of ballots with no opinion: 0, representing: 0 votes, accounting for: 0% of



the total number of votes of shareholders attending and voting at the Meeting;

Total number of invalid ballots: 0 represents: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting.

➤ Thus, the General Meeting of Shareholders approved the Report on 2024 performance results and 2025 operating plan of the Board of Directors of Vietnam Machinery Installation Corporation – JSC with a 100% voting rate of the total number of votes of shareholders attending and voting at the Meeting.

**2. The report on the 2024 performance and 2025 activity plan of the Board of Supervisors of Vietnam Machinery Installation Corporation - JSC** (Details as provided in the Report No.06/BC-BKS dated June 4, 2025 issued by the Board of Supervisors of the Corporation).

*Voting results:*

Total number of valid ballots: 53, representing 78.331.954 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting, of which:

- Number of approval ballots: 53, representing 78.331.954 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of disapproval ballots: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of ballots with no opinion: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

Total number of invalid ballots: 0 represents: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting.

➤ Thus, the General Meeting of Shareholders approved the report on the 2024 performance and 2025 activity plan of the Board of Supervisors of Vietnam Machinery Installation Corporation – JSC with a 100% voting rate of the total number of votes of shareholders attending and voting at the Meeting

**3. Audited financial statements for 2024 of Vietnam Machinery Installation Corporation - JSC** (Details as provided in the Proposal No.200/TTr-HĐQT dated June 4, 2025 issued by the Board of Directors of the Corporation).

*Voting results:*

Total number of valid ballots: 53, representing 78.331.954 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting, of which:

- Number of approval ballots: 53, representing 78.331.954 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of disapproval ballots: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of ballots with no opinion: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

Total number of invalid ballots: 0 represents: 0 votes, accounting for: 0% of the total



number of votes of shareholders attending and voting at the Meeting.

➤ Thus, the General Meeting of Shareholders approved the audited financial statements for 2024 of Vietnam Machinery Installation Corporation – JSC with a 100% voting rate of the total number of votes of shareholders attending and voting at the Meeting

**4. The Proposal for approval of the 2024 profit distribution of Vietnam Machinery Installation Corporation - JSC** (Details as provided in the Proposal No. 201/TTr-HĐQT dated June 4, 2025 issued by the Board of Directors of the Corporation).

*Voting results:*

Total number of valid ballots: 53, representing 78.331.954 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting, of which:

- Number of approval ballots: 53, representing 78.331.954 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of disapproval ballots: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of ballots with no opinion: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

Total number of invalid ballots: 0 represents: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting.

➤ Thus, the General Meeting of Shareholders approved the Proposal on the 2024 profit distribution of Vietnam Machinery Installation Corporation – JSC with a 100% voting rate of the total number of votes of shareholders attending and voting at the Meeting

**5. The proposal for approval of the remuneration and salary payment for 2024 and the plan for 2025 of the Board of Directors and the Board of Supervisors of Vietnam Machinery Installation Corporation - JSC** (Details as provided in the Proposal No. 202/TTr-HĐQT dated June 4, 2025 issued by the Board of Directors of the Corporation).

*Voting results:*

Total number of valid ballots: 53, representing 78.331.954 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting, of which:

- Number of approval ballots: 53, representing 78.331.954 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of disapproval ballots: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of ballots with no opinion: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

Total number of invalid ballots: 0 represents: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting.

➤ Thus, the General Meeting of Shareholders approved the proposal on the remuneration and salary payment for 2024 and the plan for 2025 of the Board of Directors and the Board of Supervisors of Vietnam Machinery Installation Corporation – JSC with a



100% voting rate of the total number of votes of shareholders attending and voting at the Meeting.

**6. The Proposal for approval of the list of auditing firms approved to audit and review the 2025 financial statements of Vietnam Machinery Installation Corporation - JSC** (Details as provided in the Proposal No.07/TTr-BKS dated June 4, 2025 issued by the Board of Supervisors of the Corporation).

*Voting results:*

Total number of valid ballots: 53, representing 78.331.954 votes, accounting for 99,9981% of the total number of votes of shareholders attending and voting at the Meeting, of which:

Total number of valid ballots: 53, representing 78.331.954 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting, of which:

- Number of approval ballots: 53, representing 78.331.954 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of ballots with no opinion: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

Total number of invalid ballots: 0 represents: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting.

➤ Thus, the General Meeting of Shareholders approved the Proposal on the list of auditing firms approved to audit and review the 2025 financial statements of Vietnam Machinery Installation Corporation – JSC with a 100% voting rate of the total number of votes of shareholders attending and voting at the Meeting.

**IX. Election of 01 additional member of the Board of Directors for the 2021 - 2026 term**

At the time of the election, the total number of shareholders/authorized representatives attending the General Meeting was 56 shareholders, representing 78.333.454 shares, accounting for 98,2532% of the total number of voting shares:

The election was conducted by secret ballot, specifically as follows:

Total number of ballots distributed: 56, representing 78.333.454 votes, accounting for 100% of the total number of votes of shareholders attending the Meeting.

Total number of ballots collected: 53, representing 78.331.954 votes, accounting for 99,9981% of the total number of votes of shareholders attending the Meeting.

Total number of ballots not collected: 3, representing 1.500 votes, accounting for 0,0019% of the total number of votes of shareholders attending the Meeting.

Total number of valid ballots: 53, representing 78.331.954 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting.

Total number of invalid ballots: 0, representing 0 votes, accounting for 0 % of the total number of votes of shareholders attending and voting at the Meeting.

**Election result:**



Full name of the candidate: Mr. Le Dinh Khanh

Number of approval ballots: 53, representing 78.331.954 votes, accounting for: 100% of the total number of votes of shareholders attending and voting at the Meeting.

➤ Thus, in accordance with the provisions of the law, the Charter of the Corporation, and the Election Regulations, Mr. Le Dinh Khanh has been elected as a Member of the Board of Directors for the 2021 - 2026 term of Vietnam LILAMA Corporation - JSC.

#### **X. Voting to approve the Minutes, the Resolution of the General Meeting and closing the Meeting**

After listening to Mr. Tran Duc Thang, Head of the Secretariat presenting the full draft of the Minutes and the Resolution of the General Meeting, the Presidium conducted a vote to approve the full text of the Minutes and Resolution of the Meeting by showing voting cards.

Total number of shareholders/authorized representatives attending the Meeting: 56 persons, representing 78.333.454 votes, accounting for 98,2532% of the total number of votes of all shareholders entitled to vote;

Total number of voting cards distributed: 56, representing 78.333.454 votes, accounting for 100% of the total number of votes of shareholders attending the Meeting.

Total number of voting cards collected: 53, representing 78.331.954 votes, accounting for 99,9981% of the total number of votes of shareholders attending the Meeting.

Total number of voting cards not collected: 3, representing 1.500 votes, accounting for 0,0019% of the total number of votes of shareholders attending the Meeting.

#### ***Specific voting results:***

Total number of valid voting cards: 53, representing 78.331.954 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting, of which:

- Number of approval voting cards: 53, representing 78.331.954 votes, accounting for 100% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of disapproval voting cards: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

- Number of voting cards with no opinion: 0, representing: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting;

Total number of invalid voting cards: 0 represents: 0 votes, accounting for: 0% of the total number of votes of shareholders attending and voting at the Meeting.

**Thus, the Minutes and Resolution of the General Meeting with a 100% voting rate of the total number of votes of shareholders attending and voting at the Meeting.**


The Minutes consist of eleven (11) pages, made in two (02) copies, one copy is kept in the 2025 Annual General Meeting of Shareholders Documents File at the Board of Directors' Supporting Team and one copy is kept by the Board of Directors' Secretary.


The Resolution of the 2025 Annual General Meeting of Shareholders will be published in its entirety on the official website of Vietnam LILAMA Corporation - JSC (lilama.com.vn) to notify all shareholders in accordance with the Charter of LILAMA and current legal regulations.



The 2025 Annual General Meeting of Shareholders of Vietnam Machinery Installation Corporation - JSC was concluded at 11:15 a.m on the same day.

**SECRETARY OF THE MEETING**

Sign.......... Full name: Tran Duc Thang

Sign.......... Full name: Nguyen Truc Quynh

**CHAIRMAN OF THE MEETING**


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