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AGENDA

ANNUAL GENERAL MEETING OF SHAREHOLDERS IN 2026

Time	Contents
7:30 – 8:30	Shareholders log in to attend online
8:30 – 8:50	Opening of the Congress: <ul style="list-style-type: none"> Report on checking the qualifications of delegates to attend the Congress; Statement of reasons, introduction of the Chairman; The Chairman introduces and approves the list of the Presiding Delegation, the Delegate Eligibility Examination Committee, the Vote Counting Committee; Adopt the Working Regulations; Approval of the Congress program;
8:30 – 9:20	The Board of Directors, the Board of Directors and the Supervisory Board presented the following contents: <ul style="list-style-type: none"> Director's report on production and business results in 2025 and operation plan in 2026; Report on the activities of the Board of Directors of the company in 2025 and the operation plan in 2026; Report of the Supervisory Board in 2025 and operation plan in 2026;
9:20 – 9:40	Contents of the report to be submitted to the Congress: <ul style="list-style-type: none"> The Company's audited 2025 financial statements; Report on the Settlement of the Salary and Remuneration Fund of members of the Board of Directors, members of the Supervisory Board and members of the Board of Directors of the Company in 2025 and the plan to pay salaries and remuneration to members of the Board of Directors, members of the Supervisory Board and members of the Board of Directors of the Company in 2026; Report on the profit distribution plan in 2025; Proposal to select the unit to review the semi-annual financial statements in 2026 and audit the financial statements in 2026; Proposals for approval of contracts and transactions with related parties; Report on the amendment and supplementation of the Company's Charter of organization and operation; Other contents fall under the competence of the General Meeting of Shareholders (if any).
9:40 – 10:10	Discussion Congress
10:10 – 10:20	Voting Guidelines and Voting Through Reports and Submissions
10:20 – 10:40	Break - Vote counting
10:40 – 10:50	Announcement of vote counting results
10:50 – 11:10	The Secretariat reads the draft Minutes of the meeting and the Resolution of the General Meeting of Shareholders; The General Meeting voted to approve the contents of the Minutes of the meeting and the Resolution of the General Meeting of Shareholders.
11h10	Closing Statement of the Congress

Note: The program may be adjusted/changed at the official General Meeting of Shareholders on 03/04/2026.

Ho Chi Minh City, April 03, 2026



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WORKING REGULATIONS OF THE ANNUAL GENERAL MEETING OF SHAREHOLDERS IN 2026 PETROLIMEX SAIGON TRANSPORT AND SERVICE JSC

Base:

- Law on Enterprises No. 59/2020/QH14 dated 17/06/2020;
- Law on Securities No. 54/2019/QH14 dated 26/11/2019 and documents under the attached Law;
- Decree 155/2020/ND-CP detailing the implementation of a number of articles of the Law on Securities passed on December 31, 2020;
- Charter of organization and operation of Petrokimex Saigon Transport and Service Joint Stock Company;
- Internal regulations on the governance of Petrokimex Saigon Transport and Service Joint Stock Company.

In order to ensure that the 2026 Annual General Meeting of Shareholders of Petrokimex Saigon Transport and Service Joint Stock Company takes place successfully, the Board of Directors develops regulations, working principles, conduct and voting in the General Meeting for the General Meeting of Shareholders to approve as follows:

Article 1. Purpose:

- Ensure that the order and principles of conduct and voting at the Annual General Meeting of Shareholders of Petrokimex Saigon Transport and Service Joint Stock Company take place in accordance with regulations and are successful.
- The resolutions of the General Meeting of Shareholders express the unified will of the General Meeting of Shareholders, meet the aspirations and interests of shareholders and in accordance with the law.

Article 2. Subjects and scope:

- Subjects of application: All shareholders, representatives (authorized persons) of shareholders who own shares of Petrokimex Saigon Transport and Services Joint Stock Company and guests attending the Annual General Meeting of Shareholders of Petrokimex Saigon Transport and Services Joint Stock Company must comply, comply with the provisions of this Regulation, the Company's Charter and current provisions of law.
- Scope of application: This Regulation is used for the organization of the 2026 Annual General Meeting of Shareholders of Petrokimex Saigon Transport and Service Joint Stock Company.

Article 3. Explanation of terms/acronyms

- Company : Petrokimex Saigon Transport and Service Joint Stock Company
- Board of Directors : Board of Directors

Regulations on online working at the Annual General Meeting of Shareholders in 2026

- BKS : Supervisory Board
- BTC : Organizer
- General Meeting of Shareholders : General Meeting of Shareholders
- Delegates : Shareholders, representatives (*authorized persons*)
- Livestream system of the General Meeting of Shareholders : Video broadcasting system of the General Meeting of Shareholders directly on the www.ezgsm.fpts.com.vn and www.youtube.com websites
- Congress : General Meeting of Shareholders

Article 4. Conditions for conducting the General Meeting of Shareholders

- The General Meeting of Shareholders shall be held when the number of delegates attending the meeting represents more than 50% of the total votes¹.

- In case the first meeting is not eligible to be held as prescribed in Clause 1, Article 19 of the Company's Charter, the notice of invitation to the second meeting shall be sent within 30 days from the date of the first meeting. The second meeting of the General Meeting of Shareholders shall be held when the number of shareholders attending the meeting represents 33% or more of the total votes.

- In case the second meeting is not eligible to be held as prescribed in Clause 2, Article 19 of the Company's Charter, the notice of invitation to the third meeting shall be sent within 20 days from the date of the planned second meeting. The third General Meeting of Shareholders is conducted regardless of the total number of votes cast by shareholders attending the meeting.

Note: The percentage of shareholders attending the online General Meeting of Shareholders is determined when the delegates have made the "**Confirmation of attendance at the online General Meeting of Shareholders**" at the electronic voting system as prescribed in Article 5 of this Regulation.

Article 5. Delegates attending the Annual General Meeting of Shareholders in 2026

- All shareholders of the Company according to the closing list on **02/03/2026** have the right to attend the online General Meeting of Shareholders through the electronic voting system or authorize their representatives to attend. In case more than one authorized representative as prescribed by law is appointed to attend, the number of shares of each representative must be specified.

- When attending online, delegates note:

• **Technical requirements:** Shareholders need to have electronic devices connected to the internet (*e.g. computers, tablets, mobile phones, other electronic devices with internet connection*).

• **How to do it:** Delegates access the link, log in according to the information provided to attend the online General Meeting of Shareholders and perform electronic voting.

• **How to record delegates attending the online General Meeting of Shareholders:** Delegates are recorded by the electronic voting system as attending the online General Meeting of Shareholders when the delegates access the system using the access information provided in the meeting invitation notice and have made a "**confirmation of attendance at the online General Meeting of Shareholders**" in the system electronic voting.

• **Time to confirm participation:** from 10:00, 13/03/2026

Article 6. Guests at the Congress

¹ Clause 1, Article 19 of the Company's Charter

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- As managerial positions of the Company, guests and members of the Organizing Committee of the General Meeting are not shareholders of the Company but are invited to attend the General Meeting.

- Guests do not participate in speaking at the General Meeting (*unless invited by the Chairman of the General Meeting, or have registered in advance with the Organizing Committee of the General Meeting and are agreed by the Chairman of the General Assembly*).

Article 7. Chairman and Presiding Delegation

- The presiding delegation consists of 03 people, including 01 Chairman and 02 Members. The Chairman of the Board of Directors is the Chairman of the Delegation and is the Chairman of the General Meeting of Shareholders or the Chairman of the Board of Directors authorizes another member of the Board of Directors to preside over the General Meeting. Specifically, as follows:

STT	Member Name	Position
1	Mr. Bui Trung Dinh	Chairman of the Board of Directors – Chairman
2	Mr. Nguyen Xuan Thai	Company Director – Member
3	Mr. Ngo Anh Dung	Deputy Director of the Company – Member

- In case the Chairman is absent or temporarily incapacitated, the remaining members of the Board of Directors shall elect one of them to chair the meeting on the principle of majority. In case of failure to elect a person to be the Chairperson, the Head of the Executive Control Board shall allow the General Meeting of Shareholders to elect the Chairperson of the meeting from among the participants and the person with the highest vote to be the Chairman of the meeting;

- In other cases, the signatories convening the General Meeting of Shareholders shall administer the General Meeting of Shareholders to elect the Chairman of the meeting and the person with the highest votes shall be appointed as the Chairman of the meeting.

- The Chairman has the right to take necessary measures to conduct the meeting in a reasonable, orderly manner, in accordance with the approved program and reflecting the wishes of the majority of the participants.

- Tasks of the presiding delegation

- Control the Congress in accordance with the content of the agenda and rules and regulations approved by the Congress.

- Assigning and introducing representatives of members of the Board of Directors, the Company's Supervisory Board to present reports at the General Meeting;

- Introduce the composition of the Vote Counting Committee for the Congress to vote on;

- Introduce the composition of the presiding delegation for the Congress to vote on (if any);

- Guide the Congress to discuss and collect opinions to vote on issues on the agenda of the Congress and related issues during the Congress.

- Answer and record issues in the content of the program approved by the Congress;

- Solve problems that arise during the Congress.

- To ratify and promulgate documents, results, minutes and resolutions of the Congress after the end of the Congress.

- The chairman works according to the principle of democratic centralization and decisions by majority.

Article 8. Delegate Eligibility Examination Committee

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- The Delegate Eligibility Examination Committee of the General Meeting consists of 02 people, including 01 Head and 01 member, responsible to the Presidium and the General Meeting of Shareholders for their duties.

The delegate eligibility examination committee recommended by the Chairman is as follows:

STT	Member Name	Notes
1	Mr. Phung Quoc Huy – Head of TCHC Department	Head of Department
2	Ms. Phan Thi Thao Truc – Specialist	Members

- Duties:

- Receive shareholders' papers (if they arise), compare and check the validity of shareholders attending online.

- Report to the General Meeting of Shareholders on the results of the shareholder qualification examination before the official General Meeting of Shareholders.

- Coordinate with the vote counting committee to guide, support and supervise voting.

Article 9. Secretariat of the Congress:

- The Secretariat of the General Meeting consists of 01 person appointed by the Chairman, responsible to the Presiding Delegation and the General Meeting of Shareholders for their duties and under the management of the Presiding Delegation. Specifically, as follows:

STT	Member Name	Notes
1	Ms. Pham Thi Nhu Quynh – Deputy Head of the Administrative Department	Secretary

- Duties:

- Receive and review the registration form to express the opinions of shareholders, transfer it to the presiding delegation for decision;

- Record the minutes of the General Meeting of Shareholders fully and truthfully all the contents of the General Meeting and the issues that have been approved by the shareholders or noted at the General Meeting.

- Assist the Chairman in announcing the draft Minutes of the General Meeting and Resolutions on issues passed at the Congress.

Article 10. Vote Counting Committee

- The Vote Counting Committee introduced by the Chairman consists of 02 people, including 01 Head and 01 member.

- The Vote Counting Committee consists of:

STT	Member Name	Notes
1	Mr. Ngo Phuc Loc – Head of Planning Department	Head of Department
2	Ms. Le Thi Xuan Tu – Specialist	Members

- Duties:

- The vote counting committee must make a record of vote counting and take responsibility before the presiding delegation and the General Meeting of Shareholders when performing its tasks.

- Accurately determine the voting results on each issue to be voted on at the Congress.

- Quickly notify the voting results to the secretary.
- Consider and report to the General Assembly cases of violation of voting rules or written complaints about voting results.

Article 11. Discussion at the General Meeting

1. Principle:

- The discussion shall only be carried out within the prescribed time and within the scope of the issues presented in the agenda of the General Meeting of Shareholders;
- Only delegates are allowed to participate in the discussion;
- Delegates have opinions to register the discussion contents in the form prescribed as follows:

• Delegates can ask questions in the Discussion section of the online conference attendance interface at the www.ezgsm.fpts.com.vn link or send an email to: dungdt.ptssg@petrolimex.com.vn (before the discussion time). *(Questions are valid when sent from the registered email in the list of shareholders provided by the Vietnam Securities Depository and Clearing Corporation or the email registered by the shareholder who has registered the information in the Registration Form for attendance or authorization that has been sent to the Company in hard copy).*

• The Secretariat will arrange the contents of the delegates' questions and forward them to the Chairman.

2. Answering the opinions of the delegates:

- On the basis of the question sheet of the delegates, the Chairman or a member appointed by the Chairman will answer the delegates' opinions;
- In case due to time limitations, questions that have not been answered directly at the General Meeting will be answered by the Company in other forms.

Article 12. Voting at the General Meeting

1. Principle

All issues in the agenda and contents of the General Meeting must be discussed and voted on publicly by the General Meeting of Shareholders. Delegates can choose to vote by voting electronically at the link: www.ezgsm.fpts.com.vn

2. Electronic Voting

- How to vote:
 - Delegates choose one of three voting options "Approve", "Disapprove" or "No opinion" for each issue to be voted on at the General Meeting installed in the electronic voting system.
 - After that, the delegates confirm the vote so that the electronic voting system records the results.
- Some other regulations when conducting electronic voting:
 - In case the delegates do not perform all the voting issues according to the content of the congress program, the issues that have not been voted on are considered as the delegates do not vote on such issues.
 - In case of arising issues outside the submitted congress program, delegates may vote additionally. If the delegates do not vote on the arising issues, it is considered that the delegates do not vote on those arising issues.
 - Delegates may change the voting results (but cannot cancel the voting results); including the results of voting on additional issues arising outside the program of the Congress. The online system only records the vote counting for the final voting results at the end of electronic voting of each vote counting as prescribed in the working regulations of the congress.



Regulations on online working at the Annual General Meeting of Shareholders in 2026

- The time for electronic voting is specified as follows:

- Contents of the 1st vote (*including the Program of the Congress; Working Regulations at the Congress; Through the personnel of the Congress*), delegates will vote from 14:00 on 31/03/2026 until before the Organizing Committee announces the end of the voting period for the 1st voting contents.

- Voting content 02 (*including the Report on the operation of the Board of Directors of the company in 2025 and the operation plan in 2026; Director's report on production and business results in 2025 and operation plan in 2026; Report of the Supervisory Board in 2025 and operation plan in 2026; and approved the contents of the Reports at the General Meeting*) Delegates will vote from 14:00 on March 31, 2026 until before the Organizing Committee announces the end of the voting period for the 2nd voting contents.

- Voting content 03 (*Approval of the Minutes and Resolution of the General Meeting of Shareholders*): Delegates vote from 14:00 on 31/03/2026 until before the Organizing Committee announces the end of the voting period for the 3rd voting contents.

- Delegates can access the electronic voting system and vote 24 hours a day and 07 days a week except for system maintenance or other reasons beyond the Company's control. At the end of the voting period, the system does not record any more electronic voting results from delegates.

3. Voting Rules

- Every 01 (one) share is equivalent to one voting right. Each delegate in attendance represents one or more voting rights.

- At the closing date of the list of shareholders (02/03/2026), the total number of voting shares of the Company is: 7,200,000 shares equivalent to 7,200,000 voting rights.

- Issues that need to be voted on at the General Meeting shall only be approved when they are approved by the number of shareholders owning more than 50% of the total votes of all shareholders attending the meeting. Particularly, in some cases where the voting issue is specified in Clause 1, Article 21 of the Company's Charter, there must be the consent of 65% or more of the total votes of all shareholders attending the meeting.

- Note:

- Shareholders/authorized representatives with related interests do not have voting rights for contracts and transactions valued at more than 35% of the total value of the Company's assets stated in the latest financial statements; these contracts or transactions are only approved when the number of shareholders/authorized representatives accounts for more than 65% of the total votes of the shares the rest of the attendees agreed (*according to Clause 4, Article 167, Law on Enterprises 2020*).

- Shareholders/authorized representatives of shareholders who own 51% or more of the total voting shares or related persons of such shareholders do not have voting rights for contracts and transactions with a value of more than 10% (the total value of the Company's assets recorded in the latest financial statements) between the Company and shareholders and related persons of that shareholder (*according to Point b, Clause 3 and Clause 4, Article 167 of the Law on Enterprises 2020*).

4. Recording voting results

The Vote Counting Committee will check, synthesize and report to the Chairman the results of vote counting of each issue according to the content of the congress program. The results of the vote counting will be announced by the Chairman immediately before the end of the meeting.

Article 14. Minutes and Resolutions of the General Meeting of Shareholders

All contents at the General Meeting of Shareholders must be recorded by the Secretary of the General Meeting of Shareholders in the Minutes of the General Meeting of Shareholders. The minutes of the General Meeting of Shareholders must be read and approved before the conclusion of the General Meeting.

Article 15. Implementation of the Regulation

This organizational regulation will be read publicly before the Annual General Meeting of Shareholders in 2026 and takes effect as soon as the General Meeting of Shareholders of Petrolimex Saigon Transport and Service Joint Stock Company votes to approve.

Shareholders, authorized representatives and guests who violate this Regulation shall, depending on the specific severity, the presiding delegation consider and take action in accordance with the Company's Charter and the Enterprise Law.

This Regulation takes effect immediately after being voted and approved by the General Meeting of Shareholders of the Company.

TM. BOARD
CHAIRMAN

BUI TRUNG DINH

