



THE VIET NAM NATIONAL GENERAL EXPORT - IMPORT JOINT STOCK COMPANY NO.1

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ANNUAL GENERAL MEETING OF SHAREHOLDERS 2026 RULES OF PROCEDURE OF THE MEETING

- Based on the Enterprise Law No. 59/2020/QH14 passed by the National Assembly on June 17, 2020 and effective from January 1, 2021;
- Based on the Securities Law No. 54/2019/QH14 dated November 26, 2019 of the National Assembly of the Socialist Republic of Vietnam;
- Based on the Charter of The Vietnam National General Export Import Joint Stock Company No.1.

In order to ensure the orderly conduct of the General Meeting of Shareholders, and to enable shareholders to exercise their rights and obligations in accordance with the Articles of Association and current Vietnamese laws, thereby contributing to the successful organization of the 2026 Annual General Meeting, the Organizing Committee would like to present the Rules of Procedure to the General Meeting as follows:

I. VOTING ON ISSUES AT THE CONFERENCE

1. General principles

- All shareholders or legally authorized representatives attending the General Meeting are guaranteed the right to vote;
- Shareholders may attend in person or authorize another person in writing to attend the General Meeting to exercise their voting rights. The authorized person may not further delegate their authority to another person to attend the General Meeting. Authorization must be carried out in accordance with the Company's Articles of Association and applicable laws;
- All matters on the General Meeting's Agenda must be approved by shareholder voting using Voting Cards. Voting Cards will be issued to shareholders or their legally authorized representatives upon registration for attendance at the General Meeting. Valid Voting Cards are issued by the General Meeting Organizing Committee, bearing the Company's seal, the shareholder's name, ID/Citizen Identification/Passport/Business Registration number, barcode, and the number of shares entitled to vote corresponding to the number of shares owned by the shareholder;



- Shareholders must comply with the instructions of the Organizing Committee, strictly adhere to the regulations, and respect the results of the meeting;

- After the meeting concludes, shareholders or their authorized representatives must return their voting cards to the Organizing Committee.

2. Voting method

- When voting, shareholders shall raise their voting cards with the shareholder code printed on them facing the Presiding Committee to ensure accurate counting;

- For each issue requiring a vote, shareholders shall indicate "agree," "disagree," or "no opinion" as instructed by the Presiding Committee. Shareholders/authorized representatives may choose one of the three options and are responsible for their vote;

- The vote counting committee will count the votes and report to the Presiding Committee for announcement of the voting results for each item on the agenda of the General Meeting.

II. APPROVAL OF THE CONFERENCE AGENDA

Based on Article 21 of the Charter of Organization and Operation of Vietnam General Import-Export Joint Stock Company I, the approval of contents at the General Meeting shall be carried out according to the following regulations:

- Decisions of the General Meeting of Shareholders on matters on the meeting agenda shall be approved (become Resolutions of the General Meeting) when approved by shareholders representing at least 50% of the total voting shares of all shareholders and shareholder representatives present at the meeting;

- Specifically, decisions of the General Meeting related to the type and quantity of shares of each type offered for sale; changes in business lines and fields, changes in the organizational structure of the company's management; decisions on investment or transactions to buy or sell company assets with a value of 35% or more of the total value of the company's assets recorded in the most recent financial statement; Reorganization or dissolution of a company will only be approved when 65% or more of the total voting shares of shareholders or their authorized representatives present at the General Meeting approve it.

III. SPEECH AT THE CONFERENCE

- Shareholders wishing to speak must register in advance;

- To register to speak or request clarification, shareholders should summarize the relevant content on the approved General Meeting agenda in the "Question Form" and return it to the Secretariat for compilation and forwarding to the Chairman of the meeting. The Chairman will review the relevance of each item before speaking and answering questions, or appointing someone to address shareholders' concerns before the General Meeting.

IV. MEETING CHAIRMAN

1. Chairperson

According to the Company's Articles of Organization and Operation, the Chairman of the Board of Directors presides over the General Meeting of Shareholders convened by the Board of Directors.

The Chairman may nominate Board Members or other individuals who are elected by the General Meeting of Shareholders to the Presiding Panel through direct voting at the meeting to assist the Chairman in carrying out assigned tasks during the meeting.

2. The powers and responsibilities of the Chairperson

a. Responsibilities

- Conduct the General Meeting according to the program and regulations approved by the General Meeting of Shareholders;
- Guide the General Meeting in discussing and voting on issues on the agenda and related matters during the meeting;
- Announce the voting results immediately after the voting on each issue. The voting results must include: the total number of votes in favor, against, or abstentions for each issue on the agenda;
- Resolve any issues arising during the General Meeting;
- Answer shareholder comments through the "Question Form";
- Other responsibilities as stipulated in the Company's Charter.

b. Power

- The chairperson carries out the tasks they deem necessary to conduct the General Meeting in a valid and orderly manner, ensuring the security and order of the meeting and the shareholders;
- Makes decisions on matters of procedure, formalities, or events arising outside the agenda of the General Meeting;
- Other powers as stipulated in the company's charter and applicable laws.

V. CONFERENCE SECRETARY

1. Nominate a Secretary

- The meeting secretary is nominated by the Chairman and approved by the General Meeting of Shareholders through a direct vote at the meeting.

2. Responsibilities of the Secretary

- Record the minutes of the General Meeting and announce them for approval by the Shareholders' General Meeting;
- Collect shareholder "Question forms" containing relevant questions for the Presiding Committee to answer;
- Other responsibilities as stipulated in the company's charter.

VI. VOTE COUNTING COMMITTEE



1. Nomination of the Vote Counting Committee

The Chairman nominated two individuals to the Vote Counting Committee, and the General Shareholders' Meeting approved them through a direct vote at the meeting.

2. Responsibilities of the Vote Counting Committee

- Assisting the chairperson in organizing the voting on the agenda items at the Congress;

- Counting votes and recording the voting results at the Congress;

- Monitoring the voting process for each agenda item at the Congress;

These regulations will be read at the 2026 Annual General Meeting of Shareholders of Vietnam General Import-Export Corporation I and will be approved by vote when approved by shareholders (or authorized representatives) representing at least 51% of the total voting shares present at the meeting./.

**CONFERENCE ORGANIZING COMMITTEE
CHAIRMAN OF THE BOARD OF DIRECTORS**

NGUYỄN VĂN HUY