



**CÔNG TY CỔ PHẦN CÔNG NGHỆ VIỄN THÔNG VITECO**

VITECO TELECOMMUNICATIONS TECHNOLOGY JOINT STOCK COMPANY

**Trụ sở chính:** Số 35/61 Lạc Trung, Phường Vĩnh Tuy, Hai Bà Trưng, Hà Nội

Điện thoại: +84 - 4 - 3862 2727/ 3862 2723/ 3636 0271 Fax: +84 - 4 - 3636 0023

**DRAFT**

**VITECO**

No.: 01...-2026/TTr/VITECO-BOD

Hanoi, April 20... 2026

## **SUBMISSION**

**Re: Approval of the Regulations on the Organization of the 2025 Annual General Meeting of Shareholders**

**VI TE CO Telecommunications Technology Joint Stock Company**

To: THE 2026 ANNUAL GENERAL MEETING OF SHAREHOLDERS  
VI TE CO TELECOMMUNICATIONS TECHNOLOGY JOINT STOCK  
COMPANY

For the purpose of convening the 2026 Annual General Meeting of Shareholders, the Board of Directors of VI TE CO Telecommunications Technology Joint Stock Company respectfully submits to the 2026 Annual General Meeting of Shareholders for consideration and approval the Regulations on the Organization of the 2026 Annual General Meeting of Shareholders of VI TE CO Telecommunications Technology Joint Stock Company.

The draft Regulations are enclosed herewith this Submission.

The Board of Directors respectfully requests the General Meeting of Shareholders to review and approve.

Respectfully submitted. *[Signature]*

**ON BEHALF OF THE BOARD OF DIRECTORS**

Recipients:

- As addressed above;
- Board of Directors, Board of Supervisors;
- Archived at: General Department



**CHAIRMAN**  
*[Signature]*  
**Do Nam Anh**



**CÔNG TY CỔ PHẦN CÔNG NGHỆ VIỄN THÔNG VITECO**

VITECO TELECOMMUNICATIONS TECHNOLOGY JOINT STOCK COMPANY

Trụ sở chính: Số 35/61 Lạc Trung, Phường Vĩnh Tuy, Hai Bà Trưng, Hà Nội

Điện thoại: +84 - 4 - 3862 2727/ 3862 2723/ 3636 0271 Fax: +84 - 4 - 3636 0023

**DRAFT**

## **THE ORGANIZATIONAL REGULATION OF ANNUAL GENERAL MEETING OF SHAREHOLDERS 2026 VI TE CO TELECOMMUNICATIONS TECHNOLOGY JOINT STOCK COMPANY**

### **Chapter I GENERAL PROVISIONS**

#### **Article 1. Scope of Application**

These Regulations shall govern the organization of Annual General Meeting of Shareholders 2026 (“AGM”) of VI TE CO Telecommunications Technology Joint Stock Company (the “Company”).

These Regulations set forth the specific rights and obligations of participants attending the AGM, as well as the conditions and procedures for conducting the AGM.

Shareholders and participants attending the AGM shall be responsible for complying with the provisions set forth herein.

### **Chapter II**

#### **RIGHTS AND OBLIGATIONS OF PARTICIPANTS ATTENDING THE AGM**

#### **Article 2. Rights and Obligations of Shareholders and Their Authorized Representatives**

##### **1. Eligibility to Attend the AGM**

All shareholders of VI TE CO Telecommunications Technology Joint Stock Company, whether institutional or individual, whose names appear on the list of shareholders finalized by the Vietnam Securities Depository and Clearing Corporation as of April 10, 2026, and their duly authorized representatives, shall be entitled to attend the AGM.

##### **2. Rights and Obligations of Shareholders and Their Authorized Representatives**

a. Shareholders or their authorized representatives attending the AGM are required to present the following documents:

- Invitation letter to the Meeting;
- Passport or Citizen Identification Card;
- Power of Attorney (in case of authorized attendance).

b. Registration for attendance: Shareholders or their authorized representatives shall present the above-mentioned documents to the Shareholder Eligibility Verification Committee and receive the AGM materials and one (01) blue Voting Card.





## **CÔNG TY CỔ PHẦN CÔNG NGHỆ VIỄN THÔNG VITECO**

VITECO TELECOMMUNICATIONS TECHNOLOGY JOINT STOCK COMPANY

**Trụ sở chính:** Số 35/61 Lạc Trung, Phường Vĩnh Tuy, Hai Bà Trưng, Hà Nội  
Điện thoại: +84 - 4 - 3862 2727/ 3862 2723/ 3636 0271 Fax: +84 - 4 - 3636 0023

- c. A shareholder may authorize in writing another person to attend and vote at the AGM on his/her behalf. An authorized representative attending the AGM may not further authorize another person to attend the Meeting.
- d. Shareholders attending the AGM who wish to express opinions during discussions must comply with the direction of the Presidium, speak concisely, and focus on key matters relevant to the agenda approved by the AGM. Issues already addressed by previous speakers shall not be repeated to ensure efficiency of the Meeting.
- e. Vote on matters within the authority of the General Meeting of Shareholders in accordance with the Law on Enterprises.
- f. After listening to reports on matters submitted for approval, shareholders and their representatives shall discuss and vote on such matters.
- g. During the Meeting, shareholders and their representatives shall comply with the instructions of the Presidium, conduct themselves in a civilized and orderly manner, and refrain from causing disruption.
- h. Shareholders or their authorized representatives arriving after the opening of the Meeting may, upon completion of registration procedures, attend and vote on the remaining matters on the approved agenda. The validity of prior voting results shall not be affected.

### **Article 3. Rights and Obligations of the Chairperson and the Presidium**

- 1. The Chairman of the Board of Directors shall act as the Chairperson of the AGM. The Chairperson may appoint additional members to the Presidium to assist in presiding over the Meeting.
- 2. Rights and obligations of the Presidium:
  - a. Conduct the AGM in accordance with the agenda approved by the General Meeting of Shareholders and to perform necessary tasks to ensure that the AGM is conducted in an orderly manner reflecting the will of the majority of attending shareholders.
  - b. Guide delegates and shareholders during discussions.
  - c. Present draft resolutions and other necessary matters for the AGM's consideration and approval.
  - d. Submit the working regulations and other matters within the AGM's authority for approval.
  - e. Respond to questions raised by the AGM or designate appropriate persons to do so. *th*





**CÔNG TY CỔ PHẦN CÔNG NGHỆ VIỄN THÔNG VITECO**

VITECO TELECOMMUNICATIONS TECHNOLOGY JOINT STOCK COMPANY

**Trụ sở chính:** Số 35/61 Lạc Trung, Phường Vĩnh Tuy, Hai Bà Trưng, Hà Nội

Điện thoại: +84 - 4 - 3862 2727/ 3862 2723/ 3636 0271 Fax: +84 - 4 - 3636 0023

**Article 4. Rights and Obligations of the Shareholder Eligibility Verification Committee**

1. The Shareholder Eligibility Verification Committee shall be established by VI TE CO Telecommunications Technology Joint Stock Company.
2. The Committee shall:
  - Verify the eligibility of shareholders and authorized representatives attending the AGM in accordance with applicable laws and cross-check with the list of shareholders finalized as of April 10, 2026;
  - Distribute AGM materials and one (01) blue Voting Card;
  - Report to the AGM and take responsibility for the results of the eligibility verification prior to the official commencement of the Meeting.

**Article 5. Rights and Obligations of the Secretariat of the AGM**

The Secretariat shall be appointed by the Chairperson to perform tasks as assigned, including:

1. Recording fully and accurately the proceedings of the AGM.
2. Announcing the draft Minutes and Resolutions of the AGM and other communications from the Presidium to shareholders upon request.

**Chapter III**

**CONDUCT OF THE AGM**

**Article 6. Conditions for Conducting the AGM**

The AGM shall be duly convened when shareholders and/or their authorized representatives attending the Meeting represent at least 51% of the total voting shares, based on the shareholder list finalized by the Vietnam Securities Depository and Clearing Corporation as of April 10, 2026.

**Article 7. Voting Procedures**

1. All matters on the AGM agenda must be approved by open voting of all attending shareholders and their authorized representatives using Voting Cards corresponding to the number of shares owned and/or represented. Each shareholder or authorized representative shall be issued one (01) Voting Card indicating the shareholder code, number of voting shares (owned and/or represented), and bearing the Company's seal.





## **CÔNG TY CỔ PHẦN CÔNG NGHỆ VIỄN THÔNG VITECO**

VITECO TELECOMMUNICATIONS TECHNOLOGY JOINT STOCK COMPANY

Trụ sở chính: Số 35/61 Lạc Trung, Phường Vĩnh Tuy, Hai Bà Trưng, Hà Nội

Điện thoại: +84 - 4 - 3862 2727/ 3862 2723/ 3636 0271 Fax: +84 - 4 - 3636 0023

2. Voting method: Voting shall be conducted by raising the Voting Card as directed by the Presidium for the following options: Agree; Disagree; or no opinion, specifically including:
  - Approval of the AGM Agenda and Working Regulations;
  - Approval of the Minutes and Resolutions of the AGM;
  - Other matters as requested by the Presidium.
3. Approval threshold for matters submitted to the General Meeting of Shareholders for the 2022–2027 term: Matters shall be approved when receiving at least 51% of the total votes of attending shareholders in favor.

### **Article 8. Minutes and Resolutions of the AGM**

1. The Minutes and Resolutions of the AGM must be completed and approved prior to the closing of the Meeting.
2. The Minutes and Resolutions of the AGM shall be retained at the Company.

## **Chapter IV**

### **IMPLEMENTATION PROVISIONS**

#### **Article 9. Effectiveness**

These Regulations shall take effect immediately upon approval by the 2026 Annual General Meeting of Shareholders of VI TE CO Telecommunications Technology Joint Stock Company. *th*

**THE 2026 ANNUAL GENERAL MEETING OF  
SHAREHOLDERS  
HEAD OF THE ORGANIZING COMMITTEE**

  
**Do Nam Anh**