

**INVITATION TO ATTEND
THE FIRST EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS
IN 2026**

To: Shareholders of Song Hong Construction Joint Stock Company

The Board of Directors of Song Hong Construction Joint Stock Company respectfully invites shareholders to attend the 1st Extraordinary General Meeting of Shareholders in 2026:

Time: 08:30 AM Friday, August 14, 2026

Location : Meeting Room, 5th Floor, số 164 Lo Duc, Hai Ba Trung ward, Ha noi city

Participants: All shareholders owning shares of Song Hong Construction Joint Stock Company according to the list of securities holders as of **July 21, 2026..**

Main content of the Congress:

- Adjusting the business lines in the Certificate of Business Registration of the joint-stock company to conform with Decree 245/2025/ND-CP dated September 11, 2025, amending and supplementing some articles of Decree 155/2020/ND-CP dated December 31, 2020.
- Some proposals from the Executive Board related to production and business activities.

In case you are unable to attend the General Meeting, you may authorize another person or one of the Board of Directors members using the Company's authorization form. The authorized person may not further delegate their authority to another person.

When attending the General Meeting, please bring your Citizen Identification Card/Passport and the Authorization Form (if applicable) to register your attendance.

General Meeting documents: the authorization form and other relevant documents will be posted on the website: www.incomex.com.vn, under the Shareholder Relations/General Meeting section from July 29, 2026.

Shareholders are responsible for their own accommodation, travel, and other personal expenses to attend the General Meeting.

This invitation is published on the Company's website and in the press and serves as a substitute for sending invitations to shareholders.

Sincerely./.

**TM. BOARD OF DIRECTORS
CHAIRMAN**

(Signed)

Pham Hung

AGENDA AND PROGRAM
1ST EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS IN 2026
(Tentative)

No	Time	Content	Perform
1	8h30 to 9h00	REGISTRATION SECTION: - Register to attend the General Meeting and receive voting ballots - Shareholder eligibility verification committee reports the results of shareholder eligibility verification to proceed with the General Meeting	Shareholder Qualification Review Board
2	9h00 to 9h15	CEREMONIAL PART: - Flag raising, opening of the Congress, introduction of delegates - Introduction of the Presidium, appointment of the Congress Secretary, election of the Vote Counting Committee	Congress Organizing Committee
3	9h15 to 9h30	CONDUCTING THE CONFERENCE:	
3.1		Report on the adjustment of business lines in the certificate of registration of a joint-stock company.	General manager
3.2		Some proposals from the Board of Directors related to business operations.	General manager
4	9h30 to 9h45	DISCUSSION SECTION	Chairman of the Board
5		VOTING:	Vote counting committee
6	9h45 to 10h00	BREAK	
7	10h00 to 10h15	VOTE COUNTING RESULTS, A RESOLUTION IS PASSED, APPROVED BY MINUTES	Vote counting committee and Congress Secretary
8	10h45	CLOSING CEREMONY OF THE CONFERENCE	Chairman of the Board

Ha Noi, 2026

REGULATIONS
**ORGANIZING THE 1st EXTRAORDINARY GENERAL
MEETING OF SHAREHOLDERS IN 2026**

Chapter I
GENERAL PROVISIONS

Article 1: Scope of Application

This Regulation on the Organization of the First Extraordinary General Meeting of Shareholders in 2026 (hereinafter referred to as the Meeting) applies to the organization of the Extraordinary General Meeting of Shareholders of Song Hong Construction Joint Stock Company (hereinafter referred to as the Company).

Article 2: This Regulation specifies the rights and obligations of the parties participating in the Meeting, the conditions, and the procedures for conducting the Meeting.

Article 3: Shareholders and participating parties are responsible for complying with the provisions of this Regulation.

Chapter II
RIGHTS AND OBLIGATIONS OF PARTICIPANTS IN THE CONFERENCE

Article 4: Rights and obligations of shareholders participating in the General Meeting:

A. Rights of shareholders to participate in the General Meeting.

1. Shareholders may attend the General Meeting in person or authorize another person in writing using the prescribed form to attend on their behalf. The authorized person must present the authorization letter to the General Meeting Organizing Committee before the meeting begins.

2. The authorized person may not re-authorize a third party..

3. The person granting the authorization may revoke the authorization in writing by submitting it to the Board of Directors no later than 24 hours before the opening of the General Meeting.

4. All shareholders have the right to attend the General Meeting and exercise their voting rights directly or through authorized representatives.

5. Each shareholder/shareholder representative is entitled to attend the General Meeting and vote on matters within the authority of the General Meeting; the voting right corresponds to the number of shares owned (or represented).

6. Shareholders participate by expressing their opinions directly or through their authorized representatives. All opinions are discussed directly at the General Meeting or by filling out discussion forms and submitting them directly to the Presidium.

7. At the 1st Extraordinary General Meeting of Shareholders in 2026, each shareholder/shareholder representative must bring citizen identification card or passport, power of attorney (if any) to present to the Shareholder Eligibility Inspection Committee, sign confirmation of attendance at the General Meeting and receive a vote on issues that need to be approved in the General Meeting program. The voting slip records the number of shares with voting rights, relevant information of shareholders and has the stamp of Song Hong Construction Joint Stock Company.

8. Shareholders/shareholder representatives attending the General Meeting after listening to the General Meeting's report will discuss and approve each issue by voting and the results of the vote counting will be announced by the Vote Counting Committee.

B. Obligations of shareholders attending the General Meeting

1. Comply with the regulations in this Statute..

2. Shareholders/shareholder representatives attending the General Meeting must complete the registration procedures with the Shareholder Eligibility Verification Committee.

3. Strictly abide by the rules of the Congress and respect the results of the work done at the Congress.

4. Each shareholder/shareholder representative votes (agrees or disagrees) on an issue by marking the corresponding box.

5. Shareholders/shareholder representatives who do not check the "**Agree**" or "**Disagree**" box will be understood to have cast a blank vote.

Article 5: Rights and obligations of the Committee for verifying shareholder eligibility to attend the General Meeting.

The Board of Directors of the Company establishes a committee to verify the eligibility of shareholders attending the General Meeting. This committee checks the validity of the proxies for attending the General Meeting, the citizen identification card/passport of the shareholder/shareholder representative, corresponding to the number of shares the shareholder owns and/or the number of shares authorized; and reports the

results of the verification of shareholder eligibility to attend the General Meeting to the General Meeting.

Article 6: Rights and responsibilities of the Presidium of the Congress and the Congress Secretary

1. The Chairman of the Board of Directors appoints the Presidium and the Secretary of the General Meeting, and these appointments are approved by the General Meeting..

2. The Presidium's decision on matters of procedure, formalities, or events arising outside the agenda of the Shareholders' General Meeting will be final and binding..

3. The Presidium of the General Meeting carries out the work they deem necessary to conduct the General Meeting in a proper and orderly manner; or to ensure that the General Meeting reflects the wishes of the majority of shareholders present.

4. Without consulting the Congress, the Presidium may at any time postpone the Congress to a later time and place if it finds that:

a. The conduct of persons present that hinders or is likely to hinder the orderly conduct of the Congress.

b. The delay was necessary so that the work of the Congress could proceed properly.

5. The Congress Secretary performs tasks as assigned by the Presidium..

Chapter III

CONDUCTING THE CONFERENCE

Article 7:

Shareholders/Shareholder representatives register to attend the General Meeting and receive voting ballots from 8:30 to 9:00 AM on the day of the meeting.

The General Meeting will proceed when the number of shareholders attending represents more than 50% of the total voting rights according to the shareholder list compiled when the decision to convene the General Meeting was made in accordance with the Law on Enterprises.

Article 8: How the Congress will be conducted

The Congress will proceed with the following tasks in sequence::

1. The shareholder eligibility verification committee reports the results of the shareholder eligibility verification to proceed with the General Meeting.

2. Introducing the Chairperson, appointing the Presidium, the Congress Secretary, and electing the Vote Counting Committee..

3. The General Meeting heard reports and discussed the adjustment of business lines in the Certificate of Registration of Joint Stock Companies to conform with Decree 245/2025/ND-CP dated September 11, 2025.

4. The Congress voted to approve the following items on the Congress agenda.

5. Through the Congress Resolution and the Congress Minutes.

Chapter IV

OTHER TERMS AND CONDITIONS

Article 9: Through the decision of the Congress

1. A resolution of the General Meeting on the following matters shall be adopted if it is approved by shareholders representing at least 65% of the total voting rights of all shareholders present at the meeting:

- a. Type of shares and total number of shares of each type;
- b. Change of industry and business sector;
- c. Changes to the company's organizational and management structure.;
- d. An investment project or sale of assets with a value equal to or greater than 35% of the total asset value recorded in the company's most recent financial statement.
- d. Reorganize or dissolve the company;

2. Other resolutions are adopted when approved by shareholders representing at least 51% of the total voting rights of all shareholders present at the meeting, except as provided in paragraphs 1 and 3 of this Article..

3. All proceedings of the General Meeting must be recorded in the minutes by the meeting secretary. The minutes of the General Meeting are read and approved before the closing of the meeting and are kept in the Company's Minutes Book.

Article 10: In case the Congress is not held successfully.

1In case the first Congress does not meet the conditions to proceed as prescribed in Article 7 of these Regulations, the second Congress must be convened within 30 days from the date the first Congress is intended to open. The second general meeting of shareholders is convened when there are shareholders representing more than 33% of the voting shares.

2. If the second meeting fails to meet the quorum requirements as stipulated in Clause 1 of this Article, a third meeting shall be convened within 20 days from the date of the planned second meeting. In this case, the General Meeting of Shareholders shall proceed regardless of the number of shareholders present and the proportion of voting shares held by the attending shareholders

Chapter V

ENFORCEMENT CLAUSES

Article 11: This regulation comprises 5 chapters and 11 articles, and will take effect immediately after being approved by the first extraordinary general meeting of shareholders in 2026..

GENERAL ASSEMBLY

CHAIRMAN

Pham Hung

LIST OF BOARD OF DIRECTORS**SONG HONG CONSTRUCTION JOINT STOCK COMPANY**

No	FULL NAME	POSITION	citizen identification card/passport
1	Pham Hung	Chairman of the Board	017072000095
2	Tru Hoai Nam	Board Member	001081006368
3	Pham Quynh Trang	Board Member	030182025120
4	Nong Thi Thu Trang	Board Member	004179000022
5	Pham Quang Huy	Board Member	017090000099

Address: Song Hong Construction Joint Stock Company
164 Lo Duc, Hai Ba Trung ward, Ha Noi

Phone: 024. 39 72 72 96

Fax: 024. 39 72 72 95

POWER OF ATTORNEY

(Attending the first Extraordinary General Meeting of Shareholders in 2026
Song Hong Construction Joint Stock Company)

1. The authorizing party

Name of individual/organization:

Citizen Identification Card/Passport/Business Registration Certificate:

Issued on: at:

Address:

Phone number:.....

Number of shares owned:

(In words:)

2. The authorized party

Name of individual/organization:

Citizen Identification Card/Passport: Issued on:
at:

Address:

Phone number:.....

Number of shares owned:

(In words:)

3. Content of authorization

The authorized representative will attend the first Extraordinary General Meeting of Shareholders of Song Hong Construction Joint Stock Company in 2026 and exercise all rights and obligations at the meeting related to the authorized shares.

We are fully responsible for this authorization and commit to strictly comply with all applicable laws and regulations and the Articles of Association of Song Hong Construction Joint Stock Company

Hà Nội , Date month ... year 2026

AUTHORIZED PARTY
(Signature, full name, and seal (if
an organization))

AUTHORIZED PARTY
(Signature, full name)