

Số: 06/QĐ-LT-HĐQT

TP. Hồ Chí Minh, ngày 30 tháng 7 năm 2026

QUYẾT ĐỊNH

Về việc ban hành Quy chế nội bộ về quản trị Công ty
Công ty cổ phần Lương thực Thành phố Hồ Chí Minh

HỘI ĐỒNG QUẢN TRỊ

CÔNG TY CỔ PHẦN LƯƠNG THỰC THÀNH PHỐ HỒ CHÍ MINH

Căn cứ:

- Luật Doanh nghiệp số 59/2020/QH14 được Quốc hội thông qua ngày 17/06/2020; Luật sửa đổi, bổ sung một số điều của Luật Doanh nghiệp số 76/2025/QH15 ngày 17/06/2025;
- Luật Chứng khoán số 54/2019/QH14 được Quốc hội thông qua ngày 26/11/2019 và có hiệu lực thi hành từ ngày 01/01/2021;
- Nghị định số 155/2020/NĐ-CP ngày 31 tháng 12 năm 2020 của Chính phủ quy định chi tiết thi hành một số điều của Luật Chứng khoán, được sửa đổi, bổ sung bởi Nghị định số 245/2025/NĐ-CP ngày 11 tháng 9 năm 2025;
- Thông tư số 116/2020/TT-BTC ngày 31/12/2020 của Bộ Tài chính hướng dẫn một số điều về quản trị công ty công ty áp dụng đối với công ty đại chúng tại Nghị định số 155/2020/NĐ-CP ngày 31/12/2020 của Chính phủ;
- Điều lệ của Công ty Cổ phần Lương thực TP. HCM;
- Nghị quyết Đại hội đồng cổ đông thường niên số 01/NQ-LT-ĐHĐCĐ ngày 27/5/2026 của Công ty cổ phần Lương thực thành phố Hồ Chí Minh.

QUYẾT ĐỊNH:

Điều 1. Ban hành Quy chế nội bộ về quản trị Công ty cổ phần Lương thực Thành phố Hồ Chí Minh.

Điều 2. Các ông (bà): Thành viên Hội đồng quản trị, Ban Tổng giám đốc, Kế toán Trưởng, Trưởng các phòng nghiệp vụ, Giám đốc các Chi nhánh trực thuộc Công ty chịu trách nhiệm thi hành Quyết định này./.

Điều 3. Quyết định này có hiệu lực kể từ ngày ký và thay thế cho Quyết định số 06/QĐ-LT-HĐQT ngày 05/05/2023 của Hội đồng quản trị Công ty về việc ban hành Quy chế nội bộ về quản trị Công ty cổ phần Lương thực Thành phố Hồ Chí Minh.

Nơi nhận:

- Như Điều 2;
- BKS Cty;
- UBCKNN, HNX;
- Lưu: VT, TK HĐQT.



Đoàn Quang Long





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FOODCOSA

INTERNAL REGULATIONS ON GOVERNANCE
HO CHI MINH CITY FOODS JOINT STOCK COMPANY
(Issued together with Decision No. 06/QĐ-LT-HĐQT dated July 30., 2026
of the Board of Directors of Ho Chi Minh City Foodstuff Joint Stock
Company)



Ho Chi Minh City, July..30, 2026

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Ho Chi Minh City, July....., 2026

REGULATIONS ON GOVERNANCE COMPANY

HO CHI MINH CITY FOODS JOINT STOCK COMPANY

(Issued together with Decision No. 06/QĐ-LT-HĐQT... dated 30/7/2026 of the Board of Directors of Ho Chi Minh City Foodstuff Joint Stock Company)

Basis :

- Law on Enterprises No. 59/2020/QH14 passed by the National Assembly on June 17, 2020; Law amending and supplementing a number of articles of the Law on Enterprises No. 76/2025/QH15 dated June 17, 2025;
- The Securities Law No. 54/2019/QH14 was passed by the National Assembly on November 26, 2019 and came into effect on January 1, 2021;
- Government Decree No. 155/2020/ND-CP dated December 31, 2020, detailing the implementation of several articles of the Securities Law, as amended and supplemented by Government Decree No. 245/2025/ND-CP dated September 11, 2025;
- Circular No. 116/2020/TT-BTC dated December 31, 2020, of the Ministry of Finance guiding some provisions on corporate governance applicable to public companies under Decree No. 155/2020/ND-CP dated December 31, 2020, of the Government;
- Charter of Ho Chi Minh City Foodstuff Joint Stock Company;
- Resolution No. 01/NQ-LT-ĐHĐCĐ of the Annual General Meeting of Shareholders dated May 27, 2026, of Ho Chi Minh City Foodstuff Joint Stock Company.

The Board of Directors issues the Internal Regulations on Corporate Governance of Ho Chi Minh City Foodstuff Joint Stock Company .

internal regulations on corporate governance (hereinafter referred to as the Regulations) of Ho Chi Minh City Foodstuff Joint Stock Company (hereinafter referred to as the Company) include the following contents:

Chapter I

GENERAL REGULATIONS

Article 1. Scope of Regulation and Applicable Subjects

The internal regulations on corporate governance stipulate the roles, rights, and obligations of the General Meeting of Shareholders, the Board of Directors, and the General Director; the procedures for holding the General Meeting of Shareholders; the nomination, candidacy, election, dismissal, and removal of members of the Board of Directors, the Supervisory Board, and the General Director; and other activities as prescribed in the Company Charter and other current legal regulations.

Article 2. Scope of Application

This regulation applies to members of the Board of Directors, the Supervisory Board, the General Director, and related parties mentioned in the regulation.

Chapter II

SHAREHOLDER MEETING

Section 1

RIGHTS AND OBLIGATIONS OF THE GENERAL MEETING OF SHAREHOLDERS

Article 3. Rights and obligations of the General Meeting of Shareholders

1. The General Meeting of Shareholders, comprising all shareholders with voting rights, is the highest decision-making body of the Company.

2. The General Meeting of Shareholders has the following rights and obligations:

- a) Through the company's development strategy;
- b) Deciding on the types of shares and the total number of shares of each type authorized for sale; deciding on the annual dividend rate for each type of share;
- c) Electing, dismissing, and removing members of the Board of Directors and Supervisory Board;
- d) Decisions to invest in or sell assets with a value of 35% or more of the total asset value recorded in the Company's most recent financial statement, unless the Company's Articles of Association stipulate a different percentage or value;
- d) Decisions to amend or supplement the Company's Charter;
- e) Through annual financial reports;
- g) Decision to repurchase more than 10% of the total number of shares sold of each class;
- h) Review and handle violations by members of the Board of Directors and Supervisory Board that cause damage to the Company and its shareholders;
- i) Decisions on reorganizing or dissolving the Company;
- k) Deciding on the budget or total amount of remuneration, bonuses, and other benefits for the Board of Directors and the Supervisory Board;
- l) Approve internal governance regulations; regulations governing the operation of the Board of Directors and the Supervisory Board;
- m) Approve the list of approved auditing firms; decide which auditing firms are approved to conduct audits of the Company's operations, and dismiss approved auditors when deemed necessary;
- n) Other rights and obligations as prescribed by law and the Company's Articles of Association.

Section 2

THE GENERAL SHAREHOLDER MEETING PASSED A RESOLUTION BY IN-PERSON CONFERENCE (VOTING AT THE MEETING)

Article 4. Shareholders' General Meeting

1. The General Meeting of Shareholders convenes annually. In addition to the annual meeting, the General Meeting of Shareholders may hold extraordinary meetings. The location of the General Meeting of Shareholders is determined by where the chairperson attends the meeting and must be within the territory of Vietnam.

2. The General Meeting of Shareholders must be held annually within four months from the end of the fiscal year. The Board of Directors may decide to extend the Annual General Meeting of Shareholders if necessary, but not more than six months from the end of the fiscal year.

3. The Annual General Meeting of Shareholders shall discuss and approve the following matters:

- a) The company's annual business plan;
- b) Audited annual financial statements;
- c) Report of the Board of Directors on the governance and performance of the Board of Directors and each member of the Board of Directors.
- d) Report of the Supervisory Board on the Company's business results, the performance of the Board of Directors, and the General Director;
- d) Self-assessment report on the performance of the Supervisory Board and its members;
- e) The dividend rate per share for each class;
- g) Number of members of the Board of Directors and the Supervisory Board;
- h) Electing, dismissing, and removing members of the Board of Directors and members of the Supervisory Board;
- i) Deciding on the budget or total amount of remuneration, bonuses, and other benefits for the Board of Directors and the Supervisory Board;
- k) Approve the list of approved auditing firms; decide which auditing firm is approved to conduct audits of the company's operations when deemed necessary;
- l) Supplementing and amending the company's charter;
- m) The type of shares and the number of new shares to be issued for each type of share, and the transfer of shares by founding members within the first three years from the date of establishment;
- n) Dividing, separating, merging, consolidating or transforming the Company;
- o) Reorganize and dissolve (liquidate) the Company and appoint a liquidator;
- p) Decisions to invest in or sell assets whose value is 35% or more of the total asset value recorded in the Company's most recent financial statement.
- q) Decision to repurchase more than 10% of the total number of shares sold of each class;
- r) The company enters into contracts or transactions with entities specified in Clause 1, Article 167 of the Enterprise Law with a value equal to or greater than 35% of the total value of the company's assets as recorded in the most recent financial statement;



s) Approving transactions as stipulated in Clause 4, Article 293 of Government Decree No. 155/2020/ND-CP dated December 31, 2020, detailing the implementation of a number of articles of the Securities Law;

t) Approve the internal regulations on corporate governance, the regulations on the operation of the Board of Directors, and the regulations on the operation of the Supervisory Board;

u) Other matters as prescribed by law and the company's charter.

Article 5. Authority to convene the General Meeting of Shareholders

1. The Board of Directors convenes annual and extraordinary general meetings of shareholders.

2. The Board of Directors shall convene an extraordinary general meeting of shareholders in the following cases:

a) The Board of Directors deems it necessary for the benefit of the Company;

b) The remaining number of members of the Board of Directors and the Supervisory Board is less than the minimum number of members required by law;

c) At the request of a shareholder or group of shareholders as stipulated in Clause 2, Article 115 of the Enterprise Law. The request to convene a General Meeting of Shareholders must be in writing, clearly stating the reason and purpose of the meeting, with sufficient signatures of the relevant shareholders, or the request must be made in multiple copies and include sufficient signatures of the relevant shareholders;

d) At the request of the Supervisory Board;

d) Other cases as prescribed by law and the company's charter.

3. The Board of Directors must convene a General Meeting of Shareholders within 30 days from the date of the occurrence of the situation stipulated in point b, clause 2 of this Article, or upon receiving the request to convene a meeting as stipulated in points c and d, clause 2 of this Article. If the Board of Directors fails to convene a General Meeting of Shareholders as required, the Chairman of the Board of Directors and the members of the Board of Directors shall compensate the Company for any resulting damages.

4. If the Board of Directors fails to convene a General Meeting of Shareholders as prescribed in Clause 3 of this Article, within the next 30 days, the Supervisory Board shall replace the Board of Directors in convening the General Meeting of Shareholders in accordance with the Law on Enterprises. If the Supervisory Board fails to convene the General Meeting of Shareholders as prescribed, the Supervisory Board shall compensate the Company for any resulting damages.

5. If the Supervisory Board fails to convene a General Meeting of Shareholders as prescribed in Clause 4 of this Article, a shareholder or group of shareholders as prescribed in Clause 2 of Article 115 of the Enterprise Law has the right to represent

the Company in convening a General Meeting of Shareholders as prescribed in the Enterprise Law.

Article 6. Prepare a list of shareholders entitled to attend the General Meeting of Shareholders.

1. The list of shareholders entitled to attend the General Meeting of Shareholders is compiled based on the Company's shareholder register. The list of shareholders entitled to attend the General Meeting of Shareholders must be compiled no more than 10 days before the date of sending the invitation to the General Meeting of Shareholders.

2. The list of shareholders entitled to attend the General Meeting of Shareholders must include the full name, contact address, nationality, and legal document number of individual shareholders; the name, business registration number or legal document number of organizational shareholders, and the head office address of organizational shareholders; the number of shares of each type, and the registration number and date of each shareholder.

3. Shareholders have the right to check, search, extract, and copy the names and contact addresses of shareholders in the list of shareholders entitled to attend the General Meeting of Shareholders; and to request correction of inaccurate information or addition of necessary information about themselves in the list of shareholders entitled to attend the General Meeting of Shareholders. Company managers must promptly provide information in the shareholder register, correct and supplement inaccurate information as requested by shareholders; and are liable for compensation for damages arising from failure to provide or providing untimely or inaccurate shareholder registration information as requested.

Article 7. Notification regarding the closing of the list of shareholders entitled to attend the General Meeting of Shareholders.

The company must disclose information regarding the list of shareholders entitled to attend the General Meeting of Shareholders at least 20 days before the record date.

Article 8. Notice of convening the General Meeting of Shareholders

1. The person convening the General Meeting of Shareholders must send a notice of meeting to all shareholders on the list of shareholders entitled to attend the meeting at least 21 days before the opening date. The notice of meeting must include the name, registered office address, and business registration number of the shareholder; the name and contact address of the shareholder; the time and place of the meeting; and other requirements for attendees.

2. Meeting notices shall be sent in a manner that ensures they reach the contact addresses of shareholders and shall be posted on the Company's website, the State Securities Commission's website, and the stock exchange where the Company's shares are listed or registered for trading.

3. The notice of the General Meeting of Shareholders shall be sent to all shareholders by a method that ensures it reaches the shareholders' contact addresses, and shall also be published on the Company's website and the website of the State Securities Commission and the stock exchange where the Company's shares are listed or registered for trading. The person convening the General Meeting of Shareholders must send the notice of the meeting to all shareholders on the list of shareholders entitled to attend the meeting at least 21 days before the opening date of the meeting. The agenda of the General Meeting of Shareholders and documents related to the issues to be voted on at the meeting shall be sent to shareholders and/or posted on the Company's website. In cases where documents are not sent with the notice of the General Meeting of Shareholders, the notice of the meeting must clearly state the link to all meeting documents so that shareholders can access them, including:

- a) Meeting agenda and materials to be used in the meeting;
- b) A list and detailed information of candidates in the case of electing members of the Board of Directors and members of the Supervisory Board;
- c) Voting slip;
- d) Draft resolutions for each item on the meeting agenda.

4. If the Company has a website, sending meeting documents along with the meeting invitation notice as stipulated in Clause 3 of this Article may be replaced by posting them on the Company's website. In this case, the meeting invitation notice must clearly state where and how to download the documents.

Article 9. Agenda and content of the General Meeting of Shareholders

1. The person convening the General Meeting of Shareholders must prepare the agenda and content of the meeting.

2. Regulations regarding shareholder proposals to be included in the meeting agenda are as follows:

a) Shareholders or groups of shareholders as stipulated in Clause 2, Article 12 of the Company's Charter (Clause 2, Article 115 of the Enterprise Law) have the right to propose issues to be included in the agenda of the General Meeting of Shareholders. Proposals must be in writing and sent to the Company no later than 3 working days before the opening of the meeting. The proposal must clearly state the name of the shareholder, the number of each type of share held by the shareholder, and the proposed issue to be included in the agenda.

b) If the person convening the General Meeting of Shareholders refuses a proposal as stipulated in point a, clause 2 of this Article, they must respond in writing and state the reasons no later than two working days before the opening of the General Meeting of Shareholders. The person convening the General Meeting of Shareholders may only refuse a proposal if it falls under one of the following cases:

- The petition was submitted in violation of the regulations specified in point a, clause 2 of this Article;

- The issue raised in the proposal does not fall within the decision-making authority of the General Meeting of Shareholders;

- Other cases as stipulated in the Company's Articles of Association.

c) The person convening the General Meeting of Shareholders must accept and include the proposal stipulated in point a, clause 2 of this Article in the proposed agenda and content of the meeting, except as stipulated in point b, clause 2 of this Article; the proposal shall be officially added to the agenda and content of the meeting if approved by the General Meeting of Shareholders.

Article 10. Procedures for registering to attend the General Meeting of Shareholders

1. Before the meeting commences, the Company must conduct shareholder registration procedures and continue this registration until all shareholders entitled to attend the meeting have registered in accordance with the Company's prescribed procedures.

2. When registering shareholders, the Company issues each shareholder or authorized representative a voting card, which includes the registration number, the shareholder's full name, the authorized representative's full name, and the number of votes cast by that shareholder. The General Meeting of Shareholders discusses and votes on each item on the agenda. Voting is conducted by vote in favor, against, or abstention. At the meeting, the votes in favor of the resolution are collected first, followed by the votes against the resolution. Finally, the total number of votes in favor or against is counted to make a decision. The results of the vote count are announced by the Chairman immediately before the meeting adjourns. The General Meeting elects those responsible for counting or supervising the vote count as proposed by the Chairman. The number of members of the vote counting committee is decided by the General Meeting of Shareholders based on the proposal of the Chairman of the meeting .

3. Shareholders, authorized representatives of institutional shareholders, or authorized persons arriving after the meeting has commenced have the right to register immediately and subsequently have the right to participate and vote at the meeting immediately after registration. The chairperson is not obligated to stop the meeting to allow late-arriving shareholders to register, and the validity of any previously voted-on items remains unchanged.

Article 11. Authorization of representatives to attend the General Meeting of Shareholders

1. Shareholders, or authorized representatives of shareholders that are organizations, may attend meetings in person or authorize one or more other individuals or organizations to attend, or attend through one of the forms stipulated in Clause 3, Article 144 of the Enterprise Law .

2. The authorization of individuals or organizations to represent shareholders at the General Meeting of Shareholders as stipulated in Clause 1 of this Article must be

in writing. The authorization document shall be prepared in accordance with the provisions of civil law and must clearly state the name of the authorizing shareholder, the name of the authorized individual or organization, the number of shares authorized, the content of the authorization, the scope of the authorization, the duration of the authorization, and the signatures of both the authorizing party and the authorized party.

Authorized representatives attending the General Meeting of Shareholders must submit the authorization document when registering to attend. In case of sub-authorization, the representative must also present the original authorization document from the shareholder or the authorized representative of the shareholder (if not previously registered with the Company).

3. The voting ballot of an authorized representative attending the meeting within the scope of their authorization remains valid in the event of any of the following circumstances:

- a) The grantor has died, is restricted in their legal capacity, or has lost their legal capacity;
- b) The person who granted the authorization has revoked the designation;
- c) The grantor has revoked the authority of the grantee.

This clause does not apply if the Company receives notice of any of the above events before the opening of the General Meeting of Shareholders or before the meeting is reconvened.

Article 12. Discussion at the meeting

- 1. Shareholders conduct discussions as instructed by the Chairperson during the meeting.
- 2. Shareholders discuss and speak directly or submit their opinions to the Secretariat for compilation and forwarding to the Chairman.

Article 13. Conditions for holding a General Meeting of Shareholders

- 1. A General Meeting of Shareholders is convened when the number of shareholders present represents more than 50% of the total voting rights.
- 2. If the first meeting fails to meet the quorum requirements as stipulated in Clause 1 of this Article, a notice of the second meeting shall be sent within 30 days from the date of the first scheduled meeting. The second General Meeting of Shareholders shall be held when the number of shareholders attending represents 33% or more of the total voting shares.
- 3. If the second meeting fails to meet the quorum requirements as stipulated in Clause 2 of this Article, a notice inviting shareholders to a third meeting must be sent within 20 days of the scheduled date of the second meeting. The third General Meeting of Shareholders shall be held regardless of the total number of votes cast by the shareholders present.

Article 14. Forms of adopting resolutions of the General Meeting of Shareholders

1. The General Meeting of Shareholders adopts resolutions within its authority by voting at the meeting or by obtaining opinions in writing .

2. Resolutions of the General Meeting of Shareholders on the following matters must be adopted by voting at the General Meeting of Shareholders.

- a) Amend and supplement the contents of the Company's Charter;
- b) Company's development orientation;
- c) The type of shares and the total number of shares of each type;
- d) Electing, dismissing, and removing members of the Board of Directors and the Supervisory Board;

d) Decisions to invest in or sell assets with a value of 35% or more of the total asset value recorded in the Company's most recent financial statement, unless the Company's Articles of Association stipulate a different percentage or value;

- e) Through annual financial reports;
- g) Reorganize or dissolve the Company;
- h) Other matters as prescribed by law.

3. All resolutions and matters included on the agenda must be discussed and voted on at the General Meeting of Shareholders.

4. The General Meeting of Shareholders discussed and approved the following matters:

- a) The company's annual business plan;
- b) Audited annual financial statements;
- c) Report of the Board of Directors on the governance and performance of the Board of Directors and each member of the Board of Directors.

d) Report of the Supervisory Board on the Company's business results, the performance of the Board of Directors, and the General Director;

d) Self-assessment report on the performance of the Supervisory Board and its members;

- e) The dividend rate per share for each class;
- g) Number of members of the Board of Directors and the Supervisory Board;
- h) Electing, dismissing, and removing members of the Board of Directors and members of the Supervisory Board;

i) Deciding on the budget or total amount of remuneration, bonuses, and other benefits for the Board of Directors and the Supervisory Board;

k) Approve the list of approved auditing firms; decide which auditing firm is approved to conduct audits of the company's operations when deemed necessary;

l) Supplementing and amending the company's charter;

m) The type of shares and the number of new shares to be issued for each type of share, and the transfer of shares by founding members within the first three years from the date of establishment;

n) Dividing, separating, merging, consolidating or transforming the Company;

o) Reorganize and dissolve (liquidate) the Company and appoint a liquidator;

p) Decisions to invest in or sell assets whose value is 35% or more of the total asset value recorded in the Company's most recent financial statement.

q) Decision to repurchase more than 10% of the total number of shares sold of each class;

r) The company enters into contracts or transactions with entities specified in Clause 1, Article 167 of the Enterprise Law with a value equal to or greater than 35% of the total value of the company's assets as recorded in the most recent financial statement;

s) Approving transactions as stipulated in Clause 4, Article 293 of Government Decree No. 155/2020/ND-CP dated December 31, 2020, detailing the implementation of a number of articles of the Securities Law;

t) Approve the internal regulations on corporate governance, the regulations on the operation of the Board of Directors, and the regulations on the operation of the Supervisory Board;

u) Other matters as prescribed by law and the Company's Articles of Association.

Article 15. Voting Procedures

1. Voting is the exercise of shareholders' right to express their opinions on specific matters to determine whether those matters are eligible for approval by the General Meeting of Shareholders. Shareholders or their authorized representatives who arrive after the meeting has commenced may still register and have the right to vote immediately after registration; in this case, the validity of matters already voted on remains unchanged.

2. The General Meeting of Shareholders discusses and votes on each item on the meeting agenda. Voting is conducted by vote in favor, against, or abstention. The results of the vote count are announced by the chairperson immediately before the meeting adjourns. Voting methods include raising cards, direct voting, electronic voting, or other electronic forms.

Shareholders attending the General Meeting cast their votes by raising their Voting Cards or filling in their chosen options on the Voting Forms.

3. Forms of voting:

a) Voting by Voting Card: Shareholders or authorized representatives raise their Voting Cards. Voting is conducted by counting the Voting Cards that indicate approval, then counting the Voting Cards that indicate disapproval, and finally compiling the total number of Voting Cards indicating approval, disapproval, or abstention. Shareholders present at the meeting who do not raise their Voting Cards are considered to have approved/agreed/approved the content of the vote. If a shareholder raises their Voting Card more than once during the vote (making it unclear whether they approve, disapprove, or have other opinions), the vote is considered invalid.

b) Voting by ballot: Pre-printed ballots bearing the Company's seal (red stamp) include options for "in favor," "disapprove," and "no opinion." Shareholders and authorized representatives express their opinions by marking their chosen box, folding the ballot, and placing it in a sealed ballot box as instructed by the Ballot Counting Committee. The ballot must be signed and clearly state the full name of the representative entitled to vote.

4. The voting content will be approved when the number of valid ballots received meets the percentages stipulated by law and the Company's Articles of Association.

Article 16. Voting method for cumulative voting.

1. Voting for members of the Board of Directors and the Supervisory Board must be conducted using cumulative voting, whereby each shareholder has a total number of votes corresponding to the total number of shares owned multiplied by the number of members to be elected to the Board of Directors or the Supervisory Board, and shareholders have the right to allocate all or part of their total votes to one or more candidates.

2. Shareholders have the right to use their total number of votes for one candidate; or for several candidates, with the number of votes for each candidate not necessarily equal; or to vote for only a portion of their total number of votes for one or several candidates, leaving the remainder for any candidate. The number of candidates voted for on each ballot may not exceed the maximum number of votes allowed.

3. The total number of voting rights of shareholders/shareholder representatives is determined by the formula: Total number of voting rights equals the total number of shares held or represented multiplied by the number of members to be elected (*Total number of voting rights = Total number of shares held or represented x Number of members to be elected*).

*For example: The number of members elected to the Board of Directors is 5 (out of 5 or 6 nominated candidates), and to the Supervisory Board is 3 (out of 3 or 4 nominated candidates). Mr. X is a shareholder holding 1,000 voting shares. Therefore, Mr. X's voting rights for the Board of Directors are $(1,000 * 5) = 5,000$ votes and his voting rights for the Supervisory Board are $(1,000 * 3) = 3,000$ votes.*



4. Contents of the ballot: The ballot is printed on paper and stamped with the seal (red stamp) of Ho Chi Minh City Foodstuff Joint Stock Company. The ballot is pre-printed with the name of the shareholder/authorized representative, serial number, number of shares owned and/or represented, total number of voting rights, and list of candidates.

Each ballot clearly states the total number of voting rights. This number varies on each ballot depending on the number of voting shares currently held or represented. The total number of votes for any candidate may not exceed this number.

5. The procedure for filling out the ballot is as follows:

a) Shareholders/shareholder representatives shall elect a maximum number of candidates equal to the number of candidates to be elected. If all votes are cast for one or more candidates, mark the corresponding candidate's box "Consolidated voting" as instructed by the Vote Counting Committee;

b) If the votes are not evenly distributed among multiple candidates, clearly indicate the number of votes cast in the "Number of votes" box for the corresponding candidate.

c) If a shareholder/shareholder representative checks both the "Vote evenly" box and enters the number of votes in the "Number of votes" box, the result will be based on the number of votes in the "Number of votes" box.

6. An invalid ballot is one that violates any of the following conditions:

a) The ballot was not issued by the Organizing Committee and does not bear the company's stamp (red seal).

b) The ballot shows that the total number of voting rights cast for each candidate (calculated by the voter) is greater than the total number of voting rights already indicated on the ballot (*If the total number of votes cast is incorrectly added up and the counting committee's recalculation results in a total number of voting rights greater than the number already indicated on the ballot*).

c) The number of votes exceeds the maximum number stipulated (i.e., more than 5 people are elected to the Board of Directors and more than 3 people are elected to the Supervisory Board).

d) Ballots that have names added to them outside the pre-printed list or have names crossed out (in case of errors, a new ballot must be issued).

7. Candidates elected to the Board of Directors or Supervisory Board are determined by the number of votes received, from highest to lowest, starting with the candidate with the highest number of votes until the number of members stipulated in the Company's Charter is reached. If two or more candidates receive the same number of votes for the last member of the Board of Directors or Supervisory Board, a re-election will be held among those candidates or a selection will be made according to the criteria stipulated in the election regulations or the Company's Charter.

The winning candidate must obtain a number of valid votes corresponding to at least one voting right of all shareholders present at the meeting, and must be ranked in descending order of votes obtained, up to the maximum number of winning candidates as stipulated.

If there are too many candidates with the same number of votes, making it impossible to elect the required number of people, then a re-election must be held to fill the remaining positions after the candidates with the higher number of votes have been elected. The re-election will still follow the cumulative voting principle.

Article 17. Method of counting votes

1. The vote counting process is conducted by aggregating the ballot cards/voting slips and election ballots.

2. If requested by shareholders and where necessary, the Company shall appoint an independent organization to collect and count the votes.

Article 18. Conditions for the adoption of a resolution

1. A resolution on the following matters shall be adopted if it is approved by shareholders representing 65% or more of the total voting rights of all shareholders attending and voting at the meeting, except as provided in Clauses 3, 4 and 6 of Article 148 of the Enterprise Law.

- a) The type of shares and the total number of shares of each type;
- b) Changes in industry, occupation, and business sector;
- c) Changes to the company's organizational and management structure;
- d) Investment projects or asset sales with a value of 35% or more of the total asset value recorded in the company's most recent financial statement, unless the Company's Articles of Association stipulate a different percentage or value;
- d) Reorganize or dissolve the Company;
- e) Other matters as stipulated in the Company's Articles of Association.

2. Resolutions are adopted when approved by shareholders holding more than 50% of the total voting rights of all shareholders present and voting at the meeting, except as provided in Clause 1 of this Article and Clauses 3, 4 and 6 of Article 148 of the Enterprise Law.

Article 19. Announcement of vote counting results

1. The vote counting committee compiles the results, records them in minutes, and reports the results to the Chairperson.

2. The vote count results are announced by the chairperson immediately before the meeting adjourns.

Article 20. Methods of objecting to resolutions of the General Meeting of Shareholders

1. Shareholders who voted against the resolution on the reorganization of the Company or the change in the rights and obligations of shareholders as stipulated in the Company's Articles of Association have the right to request the Company to repurchase their shares. The request must be in writing, clearly stating the name and address of the shareholder, the number of shares of each type, the intended selling price, and the reason for requesting the Company to repurchase. The request must be sent to the Company within 10 days from the date the General Meeting of Shareholders adopted the resolution on the matters stipulated in this clause.

2. The company must repurchase shares at the request of shareholders as stipulated in Clause 1 of this Article at market price or at a price calculated according to the principles stipulated in the Company's Charter within 90 days from the date of receiving the request. If an agreement on the price cannot be reached, the parties may request a valuation organization to determine the price. The company shall introduce at least three valuation organizations for shareholders to choose from, and that choice shall be final.

3. Within 90 days from the date of receiving the resolution or minutes of the General Meeting of Shareholders or the minutes of the vote count results of the General Meeting of Shareholders, the shareholder or group of shareholders specified in Clause 2, Article 115 of the Enterprise Law has the right to request the Court or Arbitration to review and annul the resolution or part of the content of the resolution of the General Meeting of Shareholders in the following cases:

a) The procedures for convening meetings and making decisions of the General Meeting of Shareholders seriously violate the provisions of the Enterprise Law and the company's charter, except as stipulated in Clause 2, Article 152 of the Enterprise Law;

b) The resolution's content violates the law or the company's charter.

Article 21. Minutes of the General Meeting of Shareholders

1. Shareholders' General Meetings must be recorded in minutes and may be audio-recorded or recorded and stored in other electronic forms. The minutes must be in Vietnamese, and may also be in a foreign language, and must include the following main contents:

a) Name, address of head office, business registration number;

b) Time and location of the General Meeting of Shareholders;

c) Meeting agenda and content;

d) Full names of the chairperson and secretary;

d) Summarize the proceedings of the meeting and the opinions expressed at the General Shareholders' Meeting on each item on the meeting agenda;

e) The number of shareholders and the total number of voting rights of shareholders attending the meeting, an appendix listing registered shareholders, and shareholder representatives attending the meeting with their corresponding shareholdings and voting rights;

g) The total number of votes cast for each voting issue, specifying the voting method, the total number of valid, invalid, affirmative, and abstention votes; and the corresponding percentage of the total votes cast by shareholders present at the meeting;

h) Issues that were approved and the corresponding percentage of votes in favor;

i) Full name and signature of the chairperson and secretary.

If the chairperson or secretary refuses to sign the meeting minutes, these minutes shall be valid only if signed by all other members of the Board of Directors present at the meeting and contain all the information as stipulated in this clause. The meeting minutes shall clearly state the reason why the chairperson or secretary refused to sign the minutes.

2. The minutes of the General Shareholders' Meeting must be completed and approved before the meeting concludes.

3. The meeting chair and secretary, or any other person who signs the meeting minutes, shall be jointly responsible for the truthfulness and accuracy of the minutes' contents.

4. Minutes drawn up in Vietnamese and in a foreign language have equal legal validity. In case of discrepancies in content between the minutes in Vietnamese and the minutes in a foreign language, the content in the Vietnamese version shall prevail.

5. The minutes of the General Meeting of Shareholders must be sent to all shareholders within 15 days from the date the meeting concludes; sending the vote counting minutes may be replaced by posting them on the Company's website.

6. Minutes of the General Meeting of Shareholders, appendix listing registered shareholders, adopted resolutions, and related documents attached to the meeting invitation notice must be kept at the Company's head office.

Article 22. Publication of the Shareholders' General Meeting Resolution

1. Resolutions of the General Meeting of Shareholders take effect from the date of their adoption or from the effective date specified in the resolution.

2. A resolution passed by 100% of the total voting shares of the General Meeting of Shareholders is legal and effective even if the procedures for convening the meeting and passing the resolution violate the provisions of the Enterprise Law and the Company's Articles of Association;

3. In cases where a shareholder or group of shareholders requests a court or arbitration tribunal to annul a resolution of the General Meeting of Shareholders as stipulated in Article 151 of the Enterprise Law, that resolution shall remain in effect until the court or arbitration tribunal's decision to annul it takes effect, except in cases where interim injunctive measures are applied by a competent authority.

4. Resolutions, meeting minutes, and accompanying documents must be published in accordance with the law on information disclosure in the securities market.

Section 3

THE GENERAL SHAREHOLDER MEETING PASSED A RESOLUTION BY WRITTEN CONSULTATION

Article 23. Adoption of resolutions by written consultation.

1. The Board of Directors has the right to solicit shareholder opinions in writing to pass resolutions of the General Meeting of Shareholders when deemed necessary for the benefit of the company, except where the law provides otherwise.

2. Cases requiring written consultation shall be conducted in accordance with the law, the Company's Charter, and Clause 2, Article 14 of these Regulations.

Article 24. Procedures for holding a General Meeting of Shareholders to adopt resolutions by written ballot.

1. The company must disclose information regarding the list of shareholders entitled to attend the General Meeting of Shareholders at least 20 days before the record date.

2. The Board of Directors shall prepare the ballot, the draft resolution of the General Meeting of Shareholders, and the explanatory documents for the draft resolution, and send them to all shareholders with voting rights no later than 10 days before the deadline for returning the ballot. The list of shareholders to whom ballots are to be sent shall be compiled in accordance with Clauses 1 and 2 of Article 6 of these Regulations. The requirements and methods for sending ballots and accompanying documents shall be in accordance with Article 8 of these Regulations;

3. The feedback form must include the following key information:

- a) Name, address of head office, business registration number;
- b) Purpose of soliciting opinions;
- c) Full name, contact address, nationality, and legal document number of the individual shareholder; name, business registration number or legal document number of the organization, and head office address of the organization shareholder; or full name, contact address, nationality, and legal document number of the representative of the organization shareholder; number of shares of each class and number of voting/election ballots of the shareholder;
- d) Issues requiring consultation before approval;
- d) Voting options include: approve, disapprove, and abstain.
- e) Deadline for returning the answered feedback form to the company;
- g) Full name and signature of the Chairman of the Board of Directors.

4. Shareholders may submit their completed opinion ballots to the Company by mail, fax, or email in accordance with the following regulations:

a) In the case of mailing, the answered opinion ballot must be signed by the individual shareholder, the authorized representative, or the legal representative of the organizational shareholder. The opinion ballot sent to the company must be enclosed in a sealed envelope, and no one is allowed to open it before the ballots are counted;

b) In case of sending by fax or email, the opinion poll forms sent to the Company must be kept confidential until the time of vote counting;

c) Opinion ballots sent to the company after the deadline specified in the ballot, or that have been opened in the case of mail submissions or disclosed in the case of fax or email submissions, are invalid. Unsubmitted ballots are considered non-voting ballots.

5. Count the votes and prepare the vote counting report.

The Board of Directors shall organize the vote counting and prepare the vote counting report under the witness and supervision of the Supervisory Board or shareholders who do not hold management positions in the company. The vote counting report must include the following main contents:

a) Name, address of head office, business registration number;

b) The purpose and issues requiring consultation for the resolution to be adopted;

c) The number of shareholders and the total number of votes cast, distinguishing between valid and invalid votes, and the method of submitting the ballots, along with an appendix listing the shareholders who participated in the vote;

d) The total number of votes in favor, against, and abstentions for each issue;

d) The issue that was approved and the corresponding percentage of votes in favor;

e) Full name and signature of the Chairman of the Board of Directors, the vote counting supervisor, and the vote counter.

Board members, vote counters, and vote supervisors shall be jointly liable for the integrity and accuracy of the vote count record; and jointly liable for any damages arising from decisions made due to dishonest or inaccurate vote counting.

6. The vote count minutes and resolutions must be sent to shareholders within 15 days of the completion of the vote count. If the company has a website, sending the vote count minutes and resolutions may be replaced by posting them on the company's website within 24 hours of the completion of the vote count;

7. Resolutions adopted through written shareholder consultations have the same validity as resolutions adopted at a General Meeting of Shareholders.

8. The completed survey forms, vote counting records, adopted resolutions, and related documents accompanying the survey forms are kept at the Company's head office;

9. Requests to annul a resolution or part of a resolution of the General Meeting of Shareholders obtained through written consultation shall be made as stipulated in Clause 3, Article 20 of these Regulations.

Section 4

THE GENERAL SHAREHOLDER MEETING PASSED A RESOLUTION BY ONLINE CONFERENCE

Article 25. Online General Meeting of Shareholders

An online General Shareholders' Meeting is a form of organizing a General Shareholders' Meeting that uses electronic means to transmit images and sound via the internet, allowing shareholders in many different locations to follow the proceedings of the meeting, discuss and vote on meeting issues.

Article 26. Rights and obligations of shareholders attending the meeting Online General Shareholders' Meeting

1. Attend the General Meeting of Shareholders and vote on all matters of the meeting as stipulated in these Regulations and the instructions of the Meeting Organizing Committee.

2. They have the right to express their opinions and participate in discussions directly at the meeting.

3. Comply with the Chairperson's instructions; do not disrupt or cause disorder during the meeting.

4. Register your contact information with the meeting organizers and prepare and use appropriate online meeting equipment with an internet connection to ensure you can follow the meeting's progress.

5. All electronic voting results by shareholders shall be considered the will of the shareholders. Voting results obtained through electronic means have the same validity as direct voting at the meeting.

6. To use the access account provided by the Company to log in to the System for organizing and operating the Company's online General Meeting of Shareholders and electronic voting program (hereinafter referred to as the System).

7. Electronic voting will be implemented for all voting sessions of the meeting. Shareholders are responsible and have no right to complain if they leave the System for any reason or allow others to use their access account to access the System during the meeting, from the time the System opens for registration, discussion, and voting until the time the System closes.

8. Shareholders are responsible for maintaining the confidentiality of their access accounts and other identifying information provided by the Company to ensure

that only shareholders have the right to participate in discussions, contribute opinions, and vote electronically on the System. If a shareholder authorizes another individual/organization to attend an online meeting or vote electronically, both the shareholder and the authorized person are responsible for the authorization and the results of the electronic voting based on the granted access account.

9. Shareholders must ensure continuous online attendance throughout the entire online meeting. The system will automatically register a shareholder's attendance from the time of registration until the meeting concludes. If a shareholder, after registering for the online meeting, is unable to attend continuously until the end of the session, they may vote on the items requiring shareholder approval before logging out of the system.

Article 27. Notice of convening the General Meeting of Shareholders online

1. Comply with the provisions of Article 8 of these Regulations.
2. Voting ballots are not required to be included with the meeting invitation notice.

Article 28. How to register to attend the online General Shareholders' Meeting

1. Shareholders whose names are on the shareholder list compiled according to the Company's notice of rights exercise have the right to register to participate in the General Meeting of Shareholders online.

2. Shareholders must register their accurate mobile phone number, contact address, and email address, and send a response to the Company so that the Organizing Committee of the online General Meeting of Shareholders can send them an invitation to the meeting and/or instructions on how to register to attend the online meeting and vote electronically. Shareholders are fully responsible for the accuracy of the information they have registered.

3. Shareholders must prepare and use appropriate online meeting equipment with an internet connection to ensure they can follow the proceedings of the online General Meeting of Shareholders .

4. Shareholders log in using their access account (verification code - if any) to register for the online meeting according to the instructions sent by the Company to their email address or the instructions posted on the Company's website (<https://www.Foodcosa.vn>).

5. Shareholders who register to attend the meeting online after it has commenced are still allowed to register and have the right to vote after completing their registration. The chairperson may not interrupt the meeting to allow shareholders to register, and the validity of issues already voted on will not be affected.

Article 29. Authorization of representatives to attend online General Meetings of Shareholders.

1. The authorization of a representative to attend the General Meeting of Shareholders online shall be carried out in accordance with the provisions of Article 11 of these Regulations. The authorized representative must be eligible to attend as prescribed by law and the Company's Charter.

2. Shareholders must comply with providing complete information about the authorized party, such as phone number, contact address, and email address. This is the basis for assigning login names, access passwords, and other identifying elements to the authorized party.

3. Online authorization is only legally valid when shareholders fully complete the online authorization form, including signing and clearly stating their full names, and affixing a seal if the authorizing party is an organization, as well as when the authorized party receives the authorization; upon completion of the online authorization, the Company receives the original Authorization Letter before the opening of the General Meeting of Shareholders.

4. The cancellation of a shareholder's online authorization is permitted by the shareholder submitting a formal written request to the Company to cancel the online authorization before the opening of the General Meeting of Shareholders. The effective date of the cancellation is calculated from the date the Company receives the original copy of the online authorization cancellation request.

The cancellation of the authorization will be invalid if the authorized party has already cast a vote/ballot on any item on the meeting agenda.

5. Shareholders or authorized representatives registering to attend the online General Meeting of Shareholders must prepare and use appropriate online meeting equipment with an internet connection to ensure they can follow the proceedings of the meeting.

Article 30. Providing login information and conducting electronic voting.

1. The Company provides access links, usernames, passwords, and other identifying elements for shareholders/authorized representatives to log into the Company's electronic voting system via phone number, email, or other contact methods registered with the Company.

2. When shareholders attending the meeting request login information again, the General Meeting Organizing Committee may notify them in person or via email/telephone. Providing login information via email or telephone will only be done based on shareholder information from the list of shareholders with voting rights compiled by the Vietnam Securities Depository Center according to the Company's notice of exercise of voting rights.

3. Shareholders use their access accounts to log into the system for organizing and operating the online General Meeting of Shareholders, conducting electronic voting, and registering to attend the meeting online as required. The access account includes a username and password assigned to each shareholder.

Article 31. Conditions for conducting an online General Meeting of Shareholders

1. The conditions for conducting an online General Meeting of Shareholders are in accordance with the provisions of Article 13 of these Regulations. The number of shareholders registered to attend the meeting must represent more than 50% of the total number of voting shares according to the list provided by the Securities Depository Center on the last registration date.

2. The online meeting and electronic voting system must meet the following conditions:

a) The system's connection at the main location must be continuous and stable, ensuring uninterrupted participation of shareholders. In the event of an interruption at the main location, the Chairperson must summarize the events of the interruption;

b) The main venue must ensure adequate sound, lighting, internet connection, power supply, electronic equipment, and other facilities as required by the nature of the online meeting;

c) Ensure information security and maintain the confidentiality of System access accounts. All information received and provided on the System must adhere to information security principles and comply with the provisions of the Law on Cybersecurity;

d) Electronic data from the online meeting program must be stored and retrieved from the System.

Article 32. Discussion at the online conference

1. Shareholders will conduct discussions according to the instructions of the Chairperson during the online meeting.

2. Shareholders may participate in the online meeting by giving online speeches or submitting comments through direct connection methods as instructed by the meeting organizers. The secretariat is responsible for compiling the shareholders' comments and submitting them to the chairperson.

Article 33. The method of adopting resolutions at the General Shareholders' Meeting is online.

The General Meeting of Shareholders adopts resolutions within its authority through electronic voting.

Article 34. Methods of online/electronic voting

1. Shareholders use their access account and authentication code – if applicable – to log into the system to cast their votes.

2. Through the System, shareholders select one of three voting options: Approve, Disapprove, or Abstain for each issue put to a vote at the online General Meeting of Shareholders. Shareholders then confirm their vote so that the electronic voting system can record the results. The voting results for each item will be reported

by the Vote Counting Committee immediately after the vote counting process is completed.

3. Shareholders with voting rights are those who have registered to attend the online meeting up to the time of voting, and the number of these shareholders is the basis for calculating the voting percentage of each shareholder. If a shareholder has registered to attend the online meeting but does not vote, it is understood that the shareholder has cast a "No Opinion" vote on the corresponding issues for shareholder consultation.

To ensure continuous progress and focus time on the meeting proceedings, participating shareholders, upon logging into the System, can vote on the meeting agenda, the composition of the Vote Counting Committee, and the Meeting Regulations - if any. The deadline for voting on these items on the System will be announced by the Organizing Committee at the opening of the online meeting.

4. When conducting the meeting, the Chairperson must announce the closing time of voting on the System so that shareholders can exercise their rights. If shareholders encounter problems voting on the System, they can contact the hotline number announced by the meeting organizers for guidance and assistance in completing the voting process. From the moment the System closes the voting, shareholders are not allowed to change any of their votes. The voting results recorded on the System according to their access account are final and no complaints or lawsuits related to these results are permitted.

5. Through the system, shareholders cast their votes using the cumulative voting method by checking the "Cumulative Voting" box or clearly writing the number of votes in the "Number of Votes" box for the corresponding candidates on the ballot. Delegates then confirm their votes so that the electronic voting system can record the results.

6. Other regulations for conducting online/electronic voting are as follows:

a) If a shareholder does not fully exercise their voting and election rights on all matters as outlined in the General Meeting of Shareholders, the unvoted or unelected issues will be considered as if the shareholder did not cast their vote on those matters;

b) In the event that issues arise outside the agenda items already sent out, shareholders may vote or hold supplementary elections. Shareholders who do not vote or participate in elections on these issues will be considered as not having participated in voting or participating in elections on those issues;

c) Shareholders may change the results of voting or elections, but cannot cancel the results of voting or elections, including the results of voting or elections on issues arising outside the agenda of the meeting. The online system only records the vote count for the final voting or election results at the time of the conclusion of electronic voting for each vote counting round as stipulated in the working regulations of the General Meeting of Shareholders.

d) In cases where shareholders vote by number, an invalid ballot is one in which the total number of votes cast for other candidates is greater or less than the total number of votes for the representative as counted at the time of the vote count.

d) The time for electronic voting is specifically stipulated in the rules of procedure of the General Meeting of Shareholders. Shareholders can access the electronic voting system and cast their votes 24 hours a day and 7 days a week, except in cases of system maintenance or other reasons beyond the Company's control. After the voting period ends, the system will not record any further electronic voting results from delegates.

7. Elections by voting shall be conducted in accordance with the provisions of Clause 1 of this Article.

Article 35. Method of online vote counting and notification of vote counting results

1. The electronic voting system records and compiles the voting results.

2. The vote counting committee, approved by the General Meeting of Shareholders at the meeting, is responsible for verifying the electronic voting results to compile the voting results, prepare a minutes of the voting results from the system, and report the vote counting results for each issue to the Chairman according to the agenda. The voting results will be announced by the Chairman or the vote counting committee immediately at the online meeting.

Article 36. Preparation of minutes of the General Meeting of Shareholders and announcement of the General Meeting of Shareholders' resolutions online.

1. The minutes of the General Meeting of Shareholders shall be prepared in accordance with the provisions of Article 21 of these Regulations. The content of the online meeting shall be recorded by the Secretariat and compiled into minutes of the General Meeting of Shareholders.

The location for the General Shareholders' Meeting is determined by where the chairperson attends the meeting, and it must be within the territory of Vietnam.

2. The announcement of the Shareholders' General Meeting Resolution shall be conducted online in accordance with the provisions of Article 22 of these Regulations.

3. The minutes of the meeting and the resolutions of the General Meeting of Shareholders shall be read and approved by the Chairman or the Secretariat before the adjournment of the online meeting.

Section 5

**THE GENERAL SHAREHOLDER MEETING PASSED A RESOLUTION
BY COMBINED DIRECT AND ONLINE VOTING METHODS**

Article 37. Notice of convening the General Meeting of Shareholders

Comply with the provisions of Articles 8 and 27 of these Regulations.

Article 38. Registration Procedure

Comply with the provisions of Articles 10 and 28 of these Regulations.

Article 39. Authorization of a representative to attend meetings.

Comply with the provisions of Articles 11 and 29 of these Regulations.

Article 40. Conditions for conducting

Comply with the provisions of Articles 13 and 31 of these Regulations.

Article 41. Forms of Resolution Adoption

Comply with the provisions of Articles 14 and 33 of these Regulations.

Article 42. Voting Procedures

Comply with the provisions of Articles 15, 16, and 34 of these Regulations.

Article 43. Method of vote counting and notification of vote counting results

In accordance with the provisions of Articles 17, 19, and 35 of these Regulations.

Article 44. Conditions for the adoption of a resolution

Comply with the provisions of Article 18 of these Regulations.

Article 45. Minutes of the meeting and announcement of the Shareholders' General Meeting Resolution

In accordance with the provisions of Articles 21, 22, and 36 of these Regulations.

**Chapter III
BOARD OF DIRECTORS**

Section 1

**RIGHTS AND OBLIGATIONS OF THE BOARD OF DIRECTORS
AND MEMBERS OF THE BOARD OF DIRECTORS**

Article 46. Rights and obligations of the Board of Directors

The Board of Directors must fully comply with the rights and obligations stipulated in the Enterprise Law, the Company Charter, and the following responsibilities and obligations (*Articles 278 and 297 of Decree No. 155/2020/ND-CP*) :

1. Be accountable to shareholders for the company's operations.
2. Treat all shareholders equally and respect the interests of stakeholders in the Company.
3. Ensure that the Company's operations comply with all applicable laws, regulations, and internal rules of the Company.

4. Develop the Board of Directors' operating regulations, submit them to the General Meeting of Shareholders for approval, and publish them on the Company's website in accordance with the instructions of the competent authority.

5. Monitoring and preventing conflicts of interest among members of the Board of Directors, members of the Supervisory Board, the General Director, and other managers, including the misuse of Company assets and abuse of related-party transactions.

6. Develop internal regulations on corporate governance and submit them to the General Meeting of Shareholders for approval as required.

7. Appoint the person in charge of company administration.

8. Organize training and workshops on corporate governance and necessary skills for members of the Board of Directors, the General Director, and other managers of the Company.

9. Reporting on the activities of the Board of Directors to the General Meeting of Shareholders as required.

Article 47. Rights and obligations of members of the Board of Directors

1. Members of the Board of Directors have all the rights stipulated in the Enterprise Law, the Securities Law, relevant laws, and the Company's Charter and Internal Governance Regulations, including the right to be provided with information and documents on the financial situation and business operations of the company and its subsidiaries.

2. Members of the Board of Directors have the obligations stipulated in the Company's Articles of Association and the following obligations:

a) To perform my duties honestly and diligently for the best interests of the shareholders and the Company;

b) Attend all meetings of the Board of Directors and provide input on the issues discussed;

c) To promptly and fully report to the Board of Directors all remuneration received from subsidiaries, affiliated companies, and other organizations;

d) Report to the Board of Directors at the nearest meeting on transactions between the company, its subsidiaries, or companies in which the Company holds a controlling stake of 50% or more of the charter capital, and members of the Board of Directors and their related parties; and transactions between the company and companies in which a member of the Board of Directors is a founding member or a business manager during the three years immediately preceding the transaction.

d) Disclose information when conducting transactions involving the Company's shares in accordance with the law.

Section 2

NOMINATION, CANDIDATE, ELECTION, REMOVAL, DISMISSAL

MEMBER OF THE BOARD OF DIRECTORS

Article 48. Term of office, number and organizational structure of the Board of Directors

1. The number of members on the Company's Board of Directors ranges from 3 to 11.

2. The term of office for a member of the Board of Directors shall not exceed 5 years and they may be re-elected for an unlimited number of terms. If all members of the Board of Directors complete their terms simultaneously, they shall continue to be members of the Board of Directors until new members are elected to replace them and take over the duties.

3. The organizational structure of the Company's Board of Directors must ensure that at least one-third of the total number of Board members are non-executive members. The Company shall minimize the number of Board members holding executive positions within the Company to ensure the independence of the Board of Directors.

The total number of independent members of the Board of Directors shall be determined in accordance with Clause 3, Article 26 of the Company's Charter.

A member of the Board of Directors loses their status as a member of the Board of Directors if they are dismissed, removed, or replaced by the General Meeting of Shareholders in accordance with Article 160 of the Enterprise Law .

The appointment of Board members must be disclosed in accordance with the legal regulations on information disclosure in the securities market.

Members of the Board of Directors do not necessarily have to be shareholders of the Company.

Article 49. Standards and conditions for membership in the Board of Directors

1. Members of the Board of Directors must meet the standards and conditions stipulated in Article 155 of the Enterprise Law.

2. The Chairman of the Board of Directors may not simultaneously hold the position of General Director of the Company.

3. A member of the Company's Board of Directors may simultaneously be a member of the Board of Directors of up to five other companies.

Article 50. Nomination and candidacy of members of the Board of Directors

1. Once candidates for the Board of Directors have been identified, the Company must publish information related to these candidates at least 10 days before the opening of the General Meeting of Shareholders on the Company's website so that shareholders can learn about these candidates before voting. Candidates for the Board of Directors must provide a written commitment regarding the truthfulness and

accuracy of the personal information disclosed and must commit to performing their duties honestly, diligently, and in the best interests of the Company if elected as a member of the Board of Directors. Information related to candidates for the Board of Directors that must be published includes:

- a) Full name, date of birth (day, month, year);
- b) Professional qualifications;
- c) Work experience;
- d) Other managerial positions (including board positions in other companies);
- d) Interests related to the Company and its related parties;
- e) Other information - if any, as stipulated in the Company's Articles of Association.

The company is responsible for disclosing information about the companies in which the candidate holds positions as a member of the Board of Directors, other management positions, and any related interests in the candidate's Board of Directors, if any.

2. Shareholders or groups of shareholders owning 10% or more of the total number of common shares have the right to nominate candidates for the Board of Directors in accordance with the Law on Enterprises and the Company's Articles of Association .

Article 51. Method of electing members of the Board of Directors

The election of Board members is conducted using cumulative voting, whereby each shareholder has a total number of votes corresponding to the total number of shares owned multiplied by the number of Board members to be elected. Shareholders have the right to allocate all or part of their total votes to one or more candidates. The elected members of the Board of Directors or Supervisory Board are determined by the number of votes received, from highest to lowest, starting with the candidate with the highest number of votes until the number of members stipulated in the company's charter is reached. If two or more candidates receive the same number of votes for the last Board member, a re-election will be held among those candidates or a selection will be made according to the criteria stipulated in the election regulations or the company's charter.

Article 52. Cases of dismissal, removal, and appointment of members of the Board of Directors

1. The General Meeting of Shareholders may dismiss a member of the Board of Directors in the following cases:

- a) Does not meet the qualifications and conditions stipulated in Article 155 of the Enterprise Law;
- b) A resignation letter has been submitted and accepted;

c) Other cases as stipulated in the Company's Articles of Association.

2. The General Meeting of Shareholders may dismiss a member of the Board of Directors in the following cases:

a) Not participating in the activities of the Board of Directors for 06 consecutive months, except in cases of force majeure;

b) Other cases as stipulated in the Company's Articles of Association.

3. When deemed necessary, the General Meeting of Shareholders shall decide to replace members of the Board of Directors; dismiss or remove members of the Board of Directors except in the cases stipulated in Clauses 1 and 2 of this Article.

4. The Board of Directors must convene a General Meeting of Shareholders to elect additional members to the Board of Directors in the following cases:

a) The number of Board of Directors members is reduced by more than one-third ($1/3$) compared to the number stipulated in the Company's Charter. In this case, the Board of Directors must convene a General Meeting of Shareholders within 60 days from the date the number of members is reduced by more than one-third;

b) The number of independent members of the Board of Directors has decreased, failing to meet the ratio stipulated in point b, clause 1, Article 137 of the Enterprise Law ;

c) Except as provided in points a and b of this clause, the General Meeting of Shareholders shall elect new members to replace members of the Board of Directors who have been dismissed or removed from office at the most recent meeting.

Article 53. Notification of election, dismissal, and removal of members of the Board of Directors

After the election, dismissal, and removal of members of the Board of Directors, the Company is responsible for disclosing the information internally and to relevant agencies and organizations, through mass media, and on the Company's website, in accordance with the procedures and regulations of current law.

Article 54. Procedures for nominating candidates for membership in the Board of Directors

1. Shareholders or groups of shareholders owning 10% or more of the total number of common shares have the right to nominate candidates for the Board of Directors. Based on the number of members of the Board of Directors, the shareholders or groups of shareholders specified in this clause have the right to nominate one or more individuals as decided by the General Meeting of Shareholders as candidates for the Board of Directors. If the number of candidates nominated by the shareholders or groups of shareholders is less than the number of candidates they are entitled to nominate as decided by the General Meeting of Shareholders, the remaining candidates shall be nominated by the Board of Directors and other shareholders.

2. If the number of candidates for the Board of Directors, through nomination and candidacy, is still insufficient to meet the requirements stipulated in Clause 5,

Article 115 of the Enterprise Law , the incumbent Board of Directors shall nominate additional candidates or organize nominations in accordance with the company's charter and internal regulations on corporate governance. The Board of Directors' nomination of additional candidates must be clearly announced before the General Meeting of Shareholders votes to elect members of the Board of Directors in accordance with the law.

Article 55. Election, removal, and dismissal of the Chairman of the Board of Directors

1. The Chairman of the Board of Directors is elected, dismissed, or removed from office by the Board of Directors from among its members.

2. The Chairman of the Board of Directors may not also hold the position of General Director.

3. The Chairman of the Board of Directors has the following rights and obligations:

- a) Develop the program and plan of activities for the Board of Directors;
- b) Prepare the agenda, content, and documents for the meeting; convene, preside over, and chair the Board of Directors meeting;
- c) Organizing the adoption of resolutions and decisions by the Board of Directors;
- d) Monitoring the implementation of resolutions and decisions of the Board of Directors;
- (d) Presiding over the General Meeting of Shareholders;
- e) Other rights and obligations as stipulated in the Enterprise Law and the Company's Articles of Association.

4. In the event that the Chairman of the Board of Directors submits a resignation letter or is dismissed or removed from office, the Board of Directors must elect a replacement within 10 days from the date of receiving the resignation letter or dismissal/removal.

5. In the absence of the Chairman of the Board of Directors or inability to perform his/her duties, he/she must authorize another member in writing to exercise the rights and obligations of the Chairman of the Board of Directors. If there is no authorized person, or if the Chairman of the Board of Directors dies, goes missing, is detained, is serving a prison sentence, is undergoing administrative sanctions at a compulsory rehabilitation center or compulsory education facility, has absconded from his/her residence, is incapacitated or has lost his/her civil capacity, has difficulties in understanding or controlling his/her behavior, or is prohibited by the Court from holding office, practicing a profession, or engaging in a specific job, then the remaining members shall elect one of them to hold the position of Chairman of the Board of Directors by a majority vote until a new decision is made by the Board of Directors.

Section 3

REMUNERATION AND OTHER BENEFITS BY A MEMBER OF THE BOARD OF DIRECTORS

Article 56. Remuneration and other benefits of members of the Board of Directors

1. The company has the right to pay remuneration and bonuses to members of the Board of Directors based on business results and performance.

2. Members of the Board of Directors are entitled to remuneration and bonuses. Remuneration is calculated based on the number of working days required to complete the tasks of the Board member and the daily rate. The Board of Directors determines the remuneration for each member by mutual agreement. The total amount of remuneration and bonuses for the Board of Directors is decided by the General Meeting of Shareholders at its annual meeting.

3. The remuneration of each member of the Board of Directors is included in the Company's business expenses in accordance with the law on corporate income tax, is presented as a separate item in the Company's annual financial statements, and must be reported to the General Meeting of Shareholders at the annual meeting.

4. Members of the Board of Directors holding executive positions, or members of the Board of Directors working in subcommittees of the Board of Directors, or performing other duties outside the normal scope of a member's duties, may receive additional compensation in the form of a lump-sum payment, salary, commission, percentage of profits, or other forms as decided by the Board of Directors.

5. Members of the Board of Directors are entitled to reimbursement for all travel, accommodation, meals, and other reasonable expenses incurred in performing their duties as members of the Board of Directors, including expenses incurred in attending meetings of the General Meeting of Shareholders, the Board of Directors, or subcommittees of the Board of Directors.

6. Members of the Board of Directors may be insured by the Company for liability insurance after approval by the General Meeting of Shareholders. This insurance does not cover the liability of Board members related to violations of the law and the Company's Articles of Association.

Section 4

PROCEDURES FOR MEETING THE BOARD OF DIRECTORS

Article 57. Minimum number of meetings per month/quarter/year

1. The Chairman of the Board of Directors shall be elected at the first meeting of the Board of Directors within 7 working days from the date of the conclusion of the election of that Board of Directors. This meeting shall be convened and chaired by the member with the highest number of votes or the highest percentage of votes. In the event that more than one member has the highest number of votes or the same

percentage of votes, the members shall elect by majority vote to choose one of them to convene the meeting of the Board of Directors.

2. The Board of Directors must meet at least once every quarter and may hold extraordinary meetings.

Article 58. Cases requiring the convening of an extraordinary meeting of the Board of Directors.

1. The Chairman of the Board of Directors shall convene an extraordinary meeting of the Board of Directors in the following cases:

- a) Upon the recommendation of the Supervisory Board or an independent member of the Board of Directors;
- b) Based on a proposal from the General Director or at least 05 other managers;
- c) A proposal must be submitted by at least two members of the Board of Directors;
- d) Other cases as stipulated in the Company's Articles of Association.

2. The proposals stipulated in Clause 1 of this Article must be in writing, clearly stating the purpose, the issues to be discussed, and the authority of the Board of Directors in making decisions.

3. The Chairman of the Board of Directors must convene a meeting of the Board of Directors within 7 working days from the date of receiving the request as stipulated in Clause 1 of this Article. If the Chairman of the Board of Directors fails to convene a meeting as requested, he/she shall be liable for any damages incurred by the Company; the person making the request has the right to replace the Chairman of the Board of Directors in convening the meeting.

Article 59. Notice of Board of Directors Meeting

1. The Chairman of the Board of Directors or the person convening the Board meeting must send a notice of meeting at least 3 working days before the meeting date, unless otherwise stipulated in the company's charter. The notice of meeting must specify the time and place of the meeting, the agenda, and the issues to be discussed and decided. The notice of meeting must be accompanied by the documents to be used at the meeting and the voting ballots for the members.

2. Notices inviting members to the Board of Directors meeting may be sent by invitation, telephone, fax, electronic means, or other methods as stipulated in the company's charter, and must be delivered to the contact address of each member of the Board of Directors registered with the Company.

Article 60. Right of Supervisory Board members to attend Board of Directors meetings

1. The Chairman of the Board of Directors or the person convening the meeting shall send the notice of meeting and accompanying documents to the Supervisors as is done with the members of the Board of Directors.

2. Members of the Supervisory Board have the right to attend Board of Directors meetings; they have the right to participate in discussions but are not entitled to vote.

Article 61. Conditions for holding a meeting of the Board of Directors

A Board of Directors meeting shall be held when at least three-quarters of the total number of members are present. If the meeting convened in accordance with this clause does not have the required number of members present, a second meeting shall be convened within seven days of the first scheduled meeting date. In this case, the meeting shall be held if more than half of the Board of Directors members are present.

Article 62. Voting Procedures

1. A member of the Board of Directors shall be deemed to have attended and voted at the meeting in the following circumstances:

- a) Attend and vote directly at the meeting;
- b) Authorize another person to attend the meeting and vote as prescribed in Clause 3 of this Article;
- c) Attend and vote via online conference, electronic voting, or other electronic means;
- d) Send the ballot to the meeting via mail, fax, or email;
- d) Submit the ballot by other means specified by the Company – if any.

2. In the case of sending ballots to the meeting by mail, the ballots must be enclosed in a sealed envelope and delivered to the Chairman of the Board of Directors no later than one hour before the meeting begins. The ballots may only be opened in the presence of all attendees.

3. Each member of the Board of Directors or their authorized representative as stipulated in Clause 1 of this Article who is present in person at the Board of Directors meeting has one vote.

4. Board members are not permitted to vote on contracts, transactions, or proposals in which they or a person related to them have an interest. Board members are not counted toward the minimum attendance requirement for holding a Board meeting regarding decisions on which they do not have the right to vote.

5. When an issue arises at a meeting concerning the interests or voting rights of a Board member who does not voluntarily waive their voting rights, the decision of the meeting chair shall be final, unless the nature or scope of the Board member's interests in question has not been fully disclosed.

Article 63. Procedures for adopting resolutions of the Board of Directors

Resolutions and decisions of the Board of Directors are adopted if approved by a majority of the members present; in case of a tie, the final decision rests with the side whose opinion is supported by the Chairman of the Board of Directors.

The board of directors may hold meetings in person, online, or by soliciting opinions in writing.

Article 64. Authorization of a Board of Directors member to attend meetings on behalf of another person.

Members must attend all Board of Directors meetings. Members may authorize another person to attend meetings and vote on their behalf if approved by a majority of the Board of Directors members.

Article 65. Minutes of Board of Directors Meetings

1. Board of Directors meetings must be recorded in minutes and may also be audio-recorded, recorded, and stored electronically. Minutes must be in Vietnamese and may also be in a foreign language, including the following main contents:

- a) Name, address of head office, business registration number;
- b) Time and place of the meeting;
- c) Purpose, agenda, and content of the meeting;
- d) The full names of each member attending the meeting or their authorized representatives, and the manner of attendance; the full names of members absent from the meeting and the reasons for absence;
- d) Issues discussed and voted on at the meeting;
- e) Summarize the statements made by each meeting participant in chronological order of the meeting's proceedings;
- g) The voting results clearly indicate which members approved, disapproved, and abstained;
- h) The issue that was approved and the corresponding percentage of votes in favor;
- i) Full name and signature of the chairperson and the person recording the minutes, except as stipulated in Article 66 of these Regulations.

2. The chairperson, the person recording the minutes, and those signing the minutes are responsible for the truthfulness and accuracy of the content of the Board of Directors meeting minutes.

3. Minutes of Board of Directors meetings and documents used in the meetings must be kept at the company's head office.

4. Minutes drawn up in Vietnamese and in a foreign language have equal legal validity. In case of discrepancies in content between the Vietnamese and foreign language minutes, the content in the Vietnamese minutes shall prevail.

Article 66. In case the chairperson and/or the person recording the minutes refuse to sign the Minutes of the Board of Directors Meeting

In the event that the chairperson or the person recording the minutes refuses to sign the meeting minutes, but if all other members of the Board of Directors present and agree to sign the minutes, and the minutes contain all the information stipulated in points a, b, c, d, e, g, and h of Clause 1, Article 158 of the Enterprise Law, then these minutes are valid. The minutes clearly state that the chairperson or the person recording the minutes refused to sign. The person signing the minutes is jointly liable for the accuracy and truthfulness of the content of the Board of Directors' meeting minutes. The chairperson or the person recording the minutes is personally liable for any damages incurred by the enterprise due to their refusal to sign the minutes, as stipulated in the Enterprise Law, the company's charter, and relevant laws.

Article 67. Notification of resolutions and decisions of the Board of Directors

After the Board of Directors issues a resolution or decision, the Company is responsible for disclosing the information internally and to relevant agencies and organizations, through mass media, and on the Company's website, in accordance with the procedures and regulations of current law.

Section 5

SUBCOMMITTEES OF THE BOARD OF DIRECTORS

Article 68. Subcommittees of the Board of Directors

1. The Board of Directors may establish subcommittees to oversee development policy, human resources, compensation, internal audit, and risk management. The number of members in a subcommittee is determined by the Board of Directors and must be at least three, including members of the Board of Directors and external members. Independent members of the Board of Directors/non-executive members of the Board of Directors shall constitute a majority in the subcommittee, and one of these members shall be appointed as the Subcommittee Chairman by decision of the Board of Directors. The activities of the subcommittee must comply with the regulations of the Board of Directors. Resolutions of the subcommittee are only valid when a majority of members attend and vote in favor of the subcommittee meeting.

2. The implementation of decisions of the Board of Directors, or of subcommittees under the Board of Directors, must comply with applicable laws and regulations and the provisions of the Company's Charter and Internal Regulations on Corporate Governance.

3. Detailed provisions regarding the roles, responsibilities, and authority of the subcommittees of the Board of Directors and each member within the subcommittees; nomination, candidacy, election, dismissal, and removal of members of the subcommittees of the Board of Directors; term of office, number, qualifications, and structure of the subcommittees of the Board of Directors; methods of election, candidacy, dismissal, and removal of members of the subcommittees of the Board of Directors; and the operating regulations of the subcommittees of the Board of Directors shall be decided by the Board of Directors.

Section 6

PERSON IN CHARGE OF COMPANY MANAGEMENT

Article 69. Person in charge of Company administration

1. The Company's Board of Directors shall appoint at least one person in charge of corporate governance to support the company's governance activities. The person in charge of corporate governance may also serve as the Company Secretary as stipulated in Clause 5, Article 156 of the Enterprise Law .

2. The person in charge of the Company's administration may not simultaneously work for an approved auditing firm that is auditing the Company's financial statements .

Article 70. Rights and obligations of the person in charge of company administration.

The person in charge of company administration has the following rights and responsibilities:

1. Advise the Board of Directors on organizing the General Meeting of Shareholders in accordance with regulations and on related matters between the Company and shareholders.

2. Prepare for meetings of the Board of Directors, Supervisory Board, and General Shareholders' Meeting as requested by the Board of Directors or the Supervisory Board.

3. Advice on meeting procedures.

4. Attend meetings.

5. Provide advice on the procedures for drafting resolutions of the Board of Directors in accordance with legal regulations.

6. Provide financial information, minutes of Board of Directors meetings, and other information to members of the Board of Directors and members of the Supervisory Board.

7. Monitor and report to the Board of Directors on the Company's information disclosure activities.

8. To serve as the primary point of contact with stakeholders.

9. Maintain confidentiality of information in accordance with legal regulations and the Company's Articles of Association.

10. Other rights and obligations as stipulated by law and the Company's Articles of Association.

Article 71. Dismissal of the Company's Managing Director

The Board of Directors may dismiss the Head of Company Administration if it finds that the Head of Company Administration consistently fails to fulfill their duties or for other reasons that do not violate current labor laws.



Article 72. Notification of Appointment and Dismissal of the Company's Governing Body

After the Board of Directors decides on the appointment or dismissal of the Company's Head of Administration, the Company is responsible for disclosing the information internally and to relevant agencies and organizations, through mass media, and on the Company's website in accordance with the procedures and regulations of current law.

Chapter IV SUPERVISORY BOARD

Article 73. Rights and obligations of the Supervisory Board

1. The Supervisory Board supervises the Board of Directors and the General Director in the management and operation of the Company.

2. Examine the reasonableness, legality, honesty, and level of prudence in the management and operation of business activities; the systematic, consistent, and appropriate nature of accounting, statistics, and financial reporting.

3. Assess the completeness, legality, and accuracy of the Company's annual and semi-annual business performance reports, financial statements, management evaluation reports of the Board of Directors, and appraisal reports presented at the Annual General Meeting of Shareholders. Review contracts and transactions with related parties that fall under the approval authority of the Board of Directors or the General Meeting of Shareholders and provide recommendations on contracts and transactions requiring approval from the Board of Directors or the General Meeting of Shareholders.

4. Review, examine, and evaluate the effectiveness and efficiency of the Company's internal control, internal audit, risk management, and early warning systems.

5. To examine the Company's accounting books, accounting records, and other documents, as well as the Company's management and operational activities, when deemed necessary or as per the resolution of the General Meeting of Shareholders or at the request of a shareholder or group of shareholders as stipulated in Clause 2, Article 115 of the Enterprise Law.

6. Upon request from a shareholder or group of shareholders as stipulated in Clause 2, Article 115 of the Enterprise Law, the Supervisory Board shall conduct an inspection within 7 working days from the date of receiving the request. Within 15 days from the date of completion of the inspection, the Supervisory Board must report on the issues requested for inspection to the Board of Directors and the shareholder or group of shareholders who made the request. The Supervisory Board's inspection report must be in writing and must include the following contents: the issues to be inspected, the purpose of the inspection; the time of the inspection; the members of the Supervisory Board conducting the inspection; the documents inspected; the inspection results; and the Supervisory Board's assessment of the issues to be inspected. The

inspection by the Supervisory Board as stipulated in this clause shall not hinder the normal operation of the Board of Directors or disrupt the Company's business operations.

7. Propose to the Board of Directors or the General Meeting of Shareholders measures to amend, supplement, and improve the organizational structure for managing, supervising, and operating the Company's business activities.

8. Upon discovering that a member of the Board of Directors or the General Director has violated the provisions of Article 165 of the Enterprise Law, the Board of Directors must be immediately notified in writing, and the offending party must be required to cease the violation and take measures to remedy the consequences.

9. Attend and participate in discussions at the General Meeting of Shareholders, the Board of Directors, and other Company meetings.

10. Utilize independent consultants and the Company's internal audit department to perform assigned tasks.

11. The Supervisory Board may consult with the Board of Directors before submitting reports, conclusions, and recommendations to the General Meeting of Shareholders.

12. Examine each specific issue related to the management and operation of the Company as requested by shareholders.

13. Request the Board of Directors to convene an extraordinary general meeting of shareholders.

14. Replace the Board of Directors in convening a General Meeting of Shareholders within 30 days if the Board of Directors fails to convene a General Meeting of Shareholders as prescribed in Clause 3, Article 140 of the Enterprise Law.

15. It is requested that the Chairman of the Board of Directors convene a meeting of the Board of Directors.

16. Review, extract, or copy part or all of the content of the declaration of related persons and related interests as stipulated in Clauses 1 and 2 of Article 164 of the Enterprise Law.

17. Propose and recommend to the General Meeting of Shareholders to approve the list of auditing firms approved to audit the Company's financial statements; decide on the auditing firm approved to conduct the Company's operational inspection, and dismiss approved auditors when deemed necessary.

18. Be accountable to shareholders for your supervisory activities.

19. Monitoring the company's financial situation and ensuring compliance with the law by members of the Board of Directors, the General Director, and other managers in their operations.

20. Ensure coordinated operations with the Board of Directors, the General Director, and shareholders.



21. In the event of discovering any violation of the law or the company's charter by a member of the Board of Directors, the General Director, or other business executives, the Supervisory Board must notify the Board of Directors in writing within 48 hours, requesting the person committing the violation to cease the violation and take measures to remedy the consequences.

22. Develop the operating regulations of the Supervisory Board and submit them to the General Meeting of Shareholders for approval.

23. Witness the Board of Directors conducting the vote counting and prepare the vote counting report if requested by the Board of Directors in cases where shareholders' opinions are obtained in writing to approve resolutions of the General Meeting of Shareholders.

24. The Head of the Supervisory Board shall preside over the meeting to the General Meeting of Shareholders to elect a chairperson in the event that the Chairman is absent or temporarily incapacitated and the remaining members of the Board of Directors are unable to elect a chairperson. In this case, the person with the highest number of votes shall preside over the meeting.

25. To exercise other rights and obligations as prescribed by the Enterprise Law, the Company Charter, and resolutions of the General Meeting of Shareholders.

Article 74. Rights, obligations and responsibilities of members of the Supervisory Board

1. Strictly adhere to the law, the company's charter, resolutions of the General Meeting of Shareholders, and professional ethics in exercising assigned rights and obligations.

2. To exercise the assigned rights and obligations honestly, carefully, and to the best of their ability in order to ensure the maximum legitimate interests of the Company.

3. Be loyal to the interests of the Company and its shareholders; do not abuse your position, title, or use the Company's information, know-how, business opportunities, or other assets for personal gain or to serve the interests of other organizations or individuals.

4. Other obligations as stipulated by the Enterprise Law and the Company's Articles of Association.

5. In the event of a violation of the provisions of Clauses 1, 2, 3, and 4 of this Article that causes damage to the Company or other parties, the members of the Supervisory Board shall be held personally or jointly liable for compensation for such damage. Any income and other benefits obtained by the members of the Supervisory Board as a result of the violation must be returned to the Company.

6. If a member of the Supervisory Board is found to have violated their assigned rights and obligations, a written notification must be sent to the Supervisory Board, requesting the person committing the violation to cease the violation and

1. The number of members of the Company's Supervisory Board is three (03) people. The term of office of a member of the Supervisory Board is not more than 05 years and can be re-elected for an unlimited number of terms.

2. Members of the Supervisory Board do not necessarily have to be shareholders of the Company.

3. More than half of the members of the Supervisory Board must be residents of Vietnam.

4. In cases where members of the Supervisory Board have their terms ending at the same time as a new member of the Supervisory Board has not yet been elected, the member whose term has ended shall continue to exercise their rights and obligations until a new member of the Supervisory Board is elected and assumes their duties.

1. Members of the Supervisory Board must meet the following standards and conditions:

a) Not subject to the provisions of Clause 2, Article 17 of the Enterprise Law ;

b) Having received training in one of the following majors: economics, finance, accounting, auditing, law, business administration, or a major relevant to the Company's business activities;

c) Not a family member of a member of the Board of Directors, the General Director, or other managers;

d) Not being a manager of the Company, not necessarily a shareholder or employee of the Company, unless otherwise stipulated in the Company's Articles of Association;

(d) Not allowed to work in the accounting or finance department of the Company;

e) Must not be a member or employee of an auditing firm approved to audit the Company's financial statements for the three consecutive years preceding the audit;

g) Other standards and conditions as prescribed by relevant laws and the company's charter.

2. In addition to the standards and conditions stipulated in Clause 1 of this Article, members of the Company's Supervisory Board, as stipulated in Point b, Clause 1, Article 88 of the Enterprise Law, shall not be family members of the Company's managers and the parent company; representatives of the Company's capital, or representatives of state capital in the parent company and in the Company.

Article 77. Nomination and candidacy of members of the Supervisory Board

1. Shareholders or groups of shareholders owning 10% or more of the total number of common shares or a smaller percentage as stipulated in the company's charter have the right to nominate people to the Supervisory Board. Shareholders holding voting shares have the right to combine their individual voting rights to nominate Supervisory Board members. Shareholders or groups of shareholders holding from 10% to less than 30% of the voting shares may nominate one (01) Supervisor; from 30% to less than 40% may nominate a maximum of two (02) Supervisors; from 40% to less than 50% may nominate a maximum of three (03) Supervisors; from 50% to less than 60% may nominate a maximum of four (04) Supervisors; and from 60% or more may nominate five (05) candidates.

2. If the number of candidates for the Supervisory Board nominated through election and candidacy is still insufficient as stipulated in Clause 5, Article 115 of the Enterprise Law, the incumbent Supervisory Board shall nominate additional candidates or organize nominations in accordance with the company's charter. The nomination of additional candidates by the incumbent Supervisory Board must be clearly announced before the General Meeting of Shareholders votes to elect members of the Supervisory Board in accordance with the law.

Article 78. Procedures for electing, dismissing, and removing members of the Supervisory Board

1. The election, dismissal, and removal of members of the Supervisory Board are within the authority of the General Meeting of Shareholders.

2. The voting for members of the Supervisory Board must be conducted using cumulative voting, whereby each shareholder has a total number of votes corresponding to the total number of shares owned multiplied by the number of members to be elected to the Supervisory Board. Shareholders have the right to allocate all or part of their total votes to one or more candidates. The elected members of the Supervisory Board are determined by the number of votes received, from highest to lowest, starting with the candidate with the highest number of votes until the number of members stipulated in the company's charter is reached. In the event that two or more candidates receive the same number of votes for the last member of the Supervisory Board, a re-election will be held among those candidates or a selection will be made according to the criteria stipulated in the election regulations or the company's charter.

Article 79. Cases of dismissal or removal of members of the Supervisory Board.

1. The General Meeting of Shareholders may dismiss a member of the Supervisory Board in the following cases:

a) No longer meets the qualifications and conditions for membership in the Supervisory Board as stipulated in Article 76 of these Regulations;

- b) A resignation letter has been submitted and accepted;
- c) Other cases as prescribed by law and the Company's Articles of Association.

2. The General Meeting of Shareholders may dismiss a member of the Supervisory Board in the following cases:

- a) Failure to complete assigned tasks;
- b) Failing to exercise one's rights and fulfill one's obligations for six consecutive months, except in cases of force majeure;
- c) Repeated and serious violations of the obligations of a member of the Supervisory Board as stipulated in the Enterprise Law and the Company's Charter;
- d) Other cases as decided by the General Meeting of Shareholders.

Article 80. Notification of election, dismissal, and removal of members of the Supervisory Board

1. If candidates for the Supervisory Board have been identified, the Company must publish information related to these candidates at least 10 days before the opening of the General Meeting of Shareholders on the Company's website so that shareholders can learn about these candidates before voting. Candidates for the Supervisory Board must provide a written commitment regarding the truthfulness and accuracy of the personal information disclosed and must commit to performing their duties honestly, diligently, and in the best interests of the Company if elected as a member of the Supervisory Board. Information related to candidates for the Supervisory Board that is published includes:

- a) Full name, date of birth (day, month, year);
- b) Professional qualifications;
- c) Work experience;
- d) Other managerial positions;
- d) Interests related to the Company and its related parties.

2. The company is responsible for disclosing information about the companies in which the candidate holds management positions and any related interests of the candidate on the Supervisory Board – if any.

3. The announcement of the results of the election, dismissal, and removal of members of the Supervisory Board shall be carried out in accordance with the regulations and guidelines on information disclosure.

Article 81. Salaries and other benefits of members of the Supervisory Board

1. Members of the Supervisory Board are paid salaries, remuneration, bonuses, and other benefits as decided by the General Meeting of Shareholders. The General Meeting of Shareholders decides on the total amount of salaries, remuneration, bonuses, other benefits, and the annual operating budget of the Supervisory Board.

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2. Members of the Supervisory Board shall be reimbursed for reasonable expenses for meals, accommodation, travel, and the use of independent consulting services. The total amount of these remuneration and expenses shall not exceed the total annual operating budget of the Supervisory Board approved by the General Meeting of Shareholders, unless the General Meeting of Shareholders decides otherwise.

3. The salaries and operating expenses of the Supervisory Board shall be included in the Company's business expenses in accordance with the law on corporate income tax and other relevant laws, and must be presented as a separate item in the Company's annual financial statements.

Chapter V

GENERAL MANAGER

Article 82. Role, responsibilities, rights and obligations of the General Director

1. The General Director is responsible for managing the Company's day-to-day business operations; is supervised by the Board of Directors; and is accountable to the Board of Directors and to the law for the exercise of assigned rights and obligations.

2. The General Director has the following rights and responsibilities:

a) To decide on matters relating to the Company's day-to-day business operations that do not fall within the authority of the Board of Directors;

b) To organize the implementation of resolutions and decisions of the Board of Directors;

c) To organize the implementation of the Company's business plan and investment plan;

d) Propose organizational structure and internal management regulations for the Company;

d) Appointing, dismissing, and removing management positions within the Company, except for positions under the authority of the Board of Directors;

e) Deciding on salaries and other benefits for employees in the Company, including managers appointed by the General Director;

g) Recruitment of employees;

h) Propose a plan for paying dividends or handling business losses;

i) Other rights and obligations as prescribed by law, the Company's Charter, and resolutions and decisions of the Board of Directors.

3. General Director The General Director must manage the Company's daily business operations in accordance with the law, the Company's charter, the employment contract signed with the Company, and the resolutions and decisions of the Board of Directors. If the General Director's management is contrary to the

provisions of this clause and causes damage to the Company, the General Director shall be held legally responsible and must compensate the Company for the damages.

Article 83. Term of office, standards and conditions of the General Director

1. The term of office for the General Director shall not exceed 05 years and may be reappointed for an unlimited number of terms.

2. The General Director must meet the following standards and conditions:

a) Not subject to the provisions of Clause 2, Article 17 of the Enterprise Law;

b) They must not be related to the business manager, the company's auditor, or the parent company; the representative of state capital, or the representative of the enterprise's capital in the company or the parent company;

c) Possess professional qualifications and experience in the company's business management.

Article 84. Candidacy and nomination of the General Director

The Board of Directors and its members have the right to nominate candidates for the position of General Director of the Company in accordance with the standards and conditions stipulated in Clause 2, Article 83 of these Regulations and submit them to the Board of Directors for consideration when the Company needs to recruit for the position of General Director.

Article 85. Appointment, Dismissal, signing of employment contracts, and termination of employment contracts with the General Director.

1. The Board of Directors appoints one member of the Board of Directors or hires another person to serve as the General Director of the Company.

2. The Board of Directors has the authority to dismiss the Company's General Director when a majority of the Board members present at the meeting approve and appoint a new General Director to replace him/her.

3. The Board of Directors has the authority to sign and terminate employment contracts with the Company's General Director.

Article 86. Notification of appointment, dismissal, signing of contracts, and termination of contracts for the General Director

After making decisions regarding appointments, dismissals, signing employment contracts, and terminating employment contracts for The General Director of the Company, on behalf of the Board of Directors, is responsible for disclosing information internally within the Company and to relevant agencies and organizations, through mass media, and on the Company's website, in accordance with the procedures and regulations of current law.

Article 87. Salary and other benefits of the General Director

1. The CEO receives a salary and bonuses. The CEO's salary and bonuses are determined by the Board of Directors.

2. The General Director's salary is included in the Company's business expenses in accordance with the law on corporate income tax and other relevant laws, and must be presented as a separate item in the Company's annual financial statements and reported to the General Meeting of Shareholders at the annual meeting.

Chapter VI OTHER ACTIVITIES

Section 1

REGULATIONS ON COORDINATION OF ACTIVITIES BETWEEN THE BOARD OF DIRECTORS, THE SUPERVISORY BOARD, AND THE GENERAL MANAGER

Article 88. Procedures for convening, notifying, recording minutes, and notifying the results of meetings between the Board of Directors, the Supervisory Board, and the General Director.

The procedures for convening, notifying, recording minutes, and notifying the results of meetings between the Board of Directors, the Supervisory Board, and the General Director shall follow the procedures for convening Board of Directors meetings as stipulated in Section 4, Chapter III of these Regulations.

Article 89. Notification of resolutions and decisions of the Board of Directors to the Supervisory Board

Resolutions, decisions, and meeting minutes of the Board of Directors, once issued, must be sent to the Supervisory Board at the same time and in the same manner as to the members of the Board of Directors.

Article 90. Notification of resolutions and decisions of the Board of Directors to the General Director

Resolutions and decisions of the Board of Directors that contain provisions relating to the rights and obligations of the General Director must be sent to the General Director at the same time and in the same manner as to other members of the Board of Directors, once issued.

Article 91. Cases in which the General Director and the Supervisory Board propose convening a meeting of the Board of Directors and matters requiring the opinion of the Board of Directors.

1. The Supervisory Board proposes convening a meeting of the Board of Directors in the following cases:

- a) When deemed necessary for the benefit of the Company;
- b) Upon request from a shareholder/group of shareholders as stipulated in Clause 2, Article 115 of the Enterprise Law;

c) When it is deemed that the Auditor's right to access information and documents relating to the Company's operations is not fully exercised in accordance with applicable law and the Company's Articles of Association;

d) When a violation of the law or the Company's Charter is discovered by a member of the Board of Directors, the General Director, or other executives of the Company, after having notified the Board of Directors in writing as required, but the person committing the violation has not ceased the violation or has not taken measures to remedy the consequences.

2. The General Director may request a meeting of the Board of Directors in the following cases:

a) When deemed necessary for the benefit of the Company;

b) When it is deemed that the General Director's rights as stipulated in the Enterprise Law and the Company's Charter are not being exercised;

c) When discovering illegal acts or violations of the Company's Articles of Association by other executives of the Company after having notified the Board of Directors in writing as required, but the person committing the violation has not ceased the violation or has not taken measures to remedy the consequences.

Article 92. Reporting of the General Director to the Board of Directors on the performance of assigned duties and powers.

The General Director must report to the Board of Directors on the performance of assigned duties and responsibilities, specifically as follows:

1. Report on the implementation of resolutions of the Board of Directors and the General Meeting of Shareholders, the business plan and investment plan of the Company that have been approved by the Board of Directors and the General Meeting of Shareholders.

2. Periodically (quarterly/annually) report on the financial situation and business performance of the Company.

3. Report on improvements in organizational structure and management policies.

4. Annual report on the implementation of obligations to the environment, community, and employees.

5. Report on the implementation of other matters authorized by the Board of Directors and the General Meeting of Shareholders.

6. Prepare reports on other matters as requested by the Board of Directors.

Article 93. Review of the implementation of resolutions and other delegated authority of the Board of Directors to the General Director.

The Board of Directors will review the implementation of resolutions and other delegated authority of the Board of Directors to the General Director after receiving

reports from the General Director on the performance of assigned duties and responsibilities.

Article 94. Issues that the General Director must report, provide information on, and the method of notification to the Board of Directors and the Supervisory Board.

1. The General Director must report, provide information, and notify the Board of Directors on the following matters:

- a) The contents as stipulated in Article 92 of these Regulations;
- b) Transactions between the Company, its subsidiaries, or companies in which the Company holds a controlling stake of 50% or more of the charter capital, and the same entity or related parties as stipulated by law;
- c) Other matters requiring consultation or reporting to the Board of Directors must be submitted at least 7 working days in advance, and the Board of Directors will respond within 7 working days.

In cases where contracts or transactions with a value less than 35% of the Company's total assets as recorded in the most recent financial statement are approved the Company representative signing the contract or transaction must notify the Board of Directors and the Supervisory Board of the parties involved in that contract or transaction and attach a draft contract or the main contents of the transaction. The Board of Directors shall decide on the approval of the contract or transaction within 15 days from the date of receiving the notification; Board members with an interest related to the parties in the contract or transaction do not have the right to vote.

2. The General Director must report, provide information, and notify the Supervisory Board of the following matters:

- a) Reports from the General Director to the Board of Directors or other documents issued by the Company shall be sent to the Supervisors at the same time and in the same manner as to the members of the Board of Directors.
- b) The General Director and other managers of the Company must provide complete, accurate, and timely information and documents on the management, operation, and business activities of the Company as requested by the Auditor or the Supervisory Board.
- c) The method of notifying the Supervisory Board is the same as that for the Board of Directors.

Article 95. Coordination of control, management, and supervision activities among members of the Board of Directors, members of the Supervisory Board, and the General Director according to the specific duties of the aforementioned members.

1. The coordination of activities between the Supervisory Board and the Board of Directors is regulated as follows:

a) The Supervisory Board shall regularly inform the Board of Directors about its operational results and consult with the Board of Directors before submitting reports, conclusions, and recommendations to the General Meeting of Shareholders;

b) During Supervisory Board meetings, the Supervisory Board has the right to request members of the Board of Directors, the General Director, and representatives of approved auditing firms to attend and answer questions requiring clarification;

c) The Supervisory Board's periodic and unscheduled inspections must have written conclusions within 15 days of the inspection's completion and be sent to the Board of Directors to provide further basis for the Board of Directors in managing the Company. Depending on the scope and results of the inspection, the Supervisory Board must discuss and reach a consensus with the Board of Directors before reporting to the General Meeting of Shareholders. In case of disagreement with the Board of Directors and the General Director, the Supervisory Board may reserve its opinion, record it in the minutes, and the Head of the Supervisory Board is responsible for reporting to the next General Meeting of Shareholders;

d) If the Supervisory Board discovers any violation of the law or the Company's Charter by a member of the Board of Directors, the Supervisory Board shall notify the Board of Directors in writing within 48 hours, requesting the person committing the violation to cease the violation and take measures to remedy the consequences.

d) The Supervisory Board shall notify the Board of Directors of transactions between the Company, its subsidiaries, and companies in which the Company holds a controlling stake of 50% or more of the charter capital, and those entities themselves or their related parties as prescribed by law.

e) For recommendations relating to the Company's operational and financial situation, the Supervisory Board must send the written document along with relevant materials at least 15 days before the expected date of receiving a response.

g) Proposals to the Board of Directors must be submitted at least 7 working days in advance, and the Board of Directors will respond within 7 working days.

The Board of Directors facilitates the Supervisory Board in exercising its rights and obligations.

2. Coordinate activities between the Supervisory Board and the General Director to perform the Supervisory Board's inspection and supervision functions as follows:

a) During Supervisory Board meetings, the Supervisory Board has the right to request the General Director (while simultaneously requesting the attendance of Board members, the General Director, and representatives of approved auditing firms) to attend and answer questions requiring clarification and questions of interest to the supervisors.

b) The Supervisory Board's periodic and unscheduled inspections must have written conclusions within 15 days of the inspection's completion and be sent to the

General Director to provide further basis for the General Director's management and operation of the Company. Depending on the scope and results of the inspection, the Supervisory Board must discuss and reach an agreement with the General Director before reporting to the General Meeting of Shareholders. If they cannot reach an agreement with the General Director, they may authorize the Supervisory Board to reserve their opinion, record it in the minutes, and the Head of the Supervisory Board is responsible for reporting to the next General Meeting of Shareholders.

c) The auditor has the right to request the General Director to facilitate access to records and documents related to the Company's business operations at the head office or where the records are stored.

d) Regarding information and documents on the management and operation of production and business activities, reports on production and business performance, and financial reports, the Supervisory Board's request for information must be sent to the Company at least 48 working hours before the expected response time. The Supervisory Board is not permitted to use or disclose information that has not been authorized for public release from the Company to other parties to reveal related transactions.

d) Recommendations from the Supervisory Board regarding measures to amend, supplement, and improve the organizational structure for managing, supervising, and operating the Company's production and business activities must be submitted to the General Director at least 7 working days before the expected date of receiving a response.

The General Director facilitates the Supervisory Board in exercising its rights and fulfilling its obligations.

3. The General Director is responsible for managing all production and business activities of the Company, ensuring continuous and efficient operation. This requires coordination between the General Director and the Board of Directors as stipulated below:

a) When proposing organizational structure or internal management regulations for the Company, the General Director shall submit them to the Board of Directors as soon as possible, but no less than 7 days before the date on which a decision is required;

b) The General Director must prepare a plan for the Board of Directors to approve matters related to recruitment, termination of employment, salaries, social insurance, benefits, rewards and disciplinary actions for employees and managers;

c) The General Director shall develop a plan for the Board of Directors to approve matters relating to the Company's relationship with trade unions in accordance with best management standards, practices and policies, the practices and policies stipulated in the Company's Charter, Company regulations and applicable laws;

d) The General Director is obligated to notify the Board of Directors of transactions between the Company, its subsidiaries, and other companies in which the

Company holds a controlling stake of 50% or more of the charter capital, and those entities or their related parties, as stipulated by law;

d) Other matters requiring consultation as stipulated in the company's charter and these Regulations must be submitted to the Board of Directors at least 7 working days before the expected date of receiving the Board of Directors' response.

Section 2

REGULATIONS ON PERFORMANCE EVALUATION, REWARDS, AND DISCIPLINARY ACTIONS FOR MEMBERS OF THE BOARD OF DIRECTORS, MEMBERS OF THE SUPERVISORY BOARD, THE GENERAL DIRECTOR, AND OTHER EXECUTIVES OF THE COMPANY

Article 96. Regulations on evaluating the performance of members of the Board of Directors , members of the Supervisory Board, the General Director, and other executives.

1. The Board of Directors is responsible for establishing performance evaluation standards for all members of the Board of Directors , the General Director, and other executives of the Company.

2. Performance evaluation criteria must strike a balance between the interests of the Company's executives and the long-term interests of the Company and its shareholders. The financial and non-financial indicators used in the evaluation are carefully considered and decided upon by the Board of Directors at each given time. Non-financial indicators may include: stakeholder interests, operational efficiency, and progress and improvements achieved.

3. Annually, based on assigned functions and responsibilities, established evaluation standards, and achieved results, the Board of Directors conducts an evaluation of the performance of its members .

4. The evaluation of the Supervisors' performance is conducted in accordance with the methods outlined in the organizational structure and operation of the Supervisory Board.

5. The performance evaluation of other Company executives shall be conducted in accordance with the Company's internal regulations – if any – or may be based on self-assessments of these executives.

Article 97. Awards and Commendations

1. The Board of Directors or the Compensation and Benefits Advisory Subcommittee established by the Board of Directors is responsible for developing the reward policy. Rewards are awarded based on performance evaluations as stipulated in Article 96 of these Regulations.

2. Forms of reward may include monetary bonuses, stock options (issuing shares under an employee stock option program – if any); or other forms as developed by the Board of Directors or the Compensation and Benefits Subcommittee. The General Director will prepare a plan for the General Director to submit to the Board of

Directors for approval; in cases exceeding his authority, it will be submitted to the Shareholders' Meeting for approval.

3. The reward system for members of the Board of Directors and supervisory board members will be decided by the General Meeting of Shareholders.

4. For company executives (including the General Director, Deputy General Directors, and Chief Accountant): funding is drawn from the company's reward and welfare fund and other legitimate sources. The reward amount is based on the actual annual business performance. The General Director will propose it to the Board of Directors for approval; in cases exceeding his authority, it will be submitted to the General Meeting of Shareholders for approval.

Article 98. Discipline

1. The board of directors is responsible for determining disciplinary action based on the nature and severity of the violation. Disciplinary action must include the highest form of dismissal or removal from office.

2. Members of the Board of Directors, Supervisors, and Company executives who fail to perform their duties as required and in an honest, diligent, and careful manner will be held personally liable for any damages caused by their actions.

3. Members of the Board of Directors, Supervisors, and Company executives who, while performing their duties, violate legal regulations or Company regulations will be subject to disciplinary action, administrative penalties, or criminal prosecution depending on the severity of the violation, in accordance with the law and the Company's Articles of Association. In cases where damage is caused to the interests of the Company, shareholders, or other parties, compensation will be required in accordance with the law.

Chapter VII

AMENDMENT TO THE COMPANY'S INTERNAL GOVERNANCE REGULATIONS

Article 99. Supplementing and amending regulations on internal governance of the Company

1. Any additions or amendments to these Regulations must be considered and decided upon by the Company's General Meeting of Shareholders.

2. In the event that there are legal provisions relating to the Company's operations not addressed in this Regulations, or in the event that new legal provisions differ from the provisions in these Regulations, those legal provisions shall automatically apply and govern the Company's operations.

Chapter VIII

EFFECTIVE DATE

Article 100. Effective Date

1. The internal regulations on corporate governance of Ho Chi Minh City Foodstuff Joint Stock Company, comprising 8 chapters and 100 articles, were unanimously approved by the General Meeting of Shareholders of Ho Chi Minh City Foodstuff Joint Stock Company and are hereby accepted to take effect in full from the date of signing the Decision to issue them.

2. This regulation is the sole and official policy of the Company.

3. Copies or excerpts of these Regulations must be signed by the Chairman of the Board of Directors .

**ON BEHALF OF BOARD OF DIRECTORS
CHAIRPERSON**

Doan Quang Long



