

AGENDA

EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS 2023

Hanoi, 30th January 2023

CONTENT	CONDUCTOR	Expected starting time
I. Opening procedures	Organizing Committee	08:30
1. Hand out documents, Voting cards and Ballots to Shareholders;	Shareholders' Eligibility Examining Committee (SEEC)	08:30
2. Announce the purpose of the Meeting and introduce participants and the SEEC;	Organizing Committee	09:00
3. Announce the results of examining the eligibility of Shareholders attending the Meeting;	Head of SEEC	09:05
4. Introduce and approve the members of the Chair Committee.	Organizing Committee	09:10
II. Meeting Content	Chair Committee	09:15
1. Appoint the Secretary Committee of the Meeting and approve the members of the Vote Counting Committee;	Head of Chair Committee	09:15
2. Approve the voting and electing method;	Head of Vote Counting Committee	09:20
3. Deliver the Opening speech;	Chair Committee	09:30
4. Approve the Regulation on the organization of the Extraordinary General Meeting;	Chair Committee	09:35
5. Approve the Meeting's agenda;	Chair Committee	09:45
6. Regulation on additional election of BOD member for the term 2018-2023;	Chair Committee	09:50
7. Proposal on additional election of BOD member for the term 2018-2023;	Chair Committee	10:00
8. Discussion, voting for approval of content 6,7 and voting for BOD member for the term 2018 – 2023;	Chair Committee & Vote Counting Committee	10:05
9. Proposal on the Plan of increasing charter capital by using retained earnings of 2021 and retained earnings accumulated until the end of 2018;	Chair Committee	10:25

CONTENT	CONDUCTOR	Expected starting time
10. Discussion, voting for approval of content 9;	Chair Committee & Vote Counting Committee	10:35
11. Break;		10:45
12. Announce the results of vote counting.	Head of Vote Counting Committee	10:55
III. Meeting Conclusion	Chair Committee	11:00
1. Present the draft of Meeting minutes and of the Meeting resolution;	Secretary Committee	11:00
2. Ask shareholders for approval of the meeting Minutes and the Meeting resolution;	Chair Committee	11:15
3. Introduction of new BOD member; Conclusion and Closing ceremony.	Head of Chair Committee	11:20

ORGANIZING COMMITTEE