

**AGENDA OF THE ANNUAL GENERAL SHAREHOLDERS MEETING 2020
OF JOINT STOCK COMMERCIAL BANK FOR FOREIGN TRADE OF VIETNAM**

Hanoi, June 26th, 2020

CONTENT	CONDUCTOR	Time
I. Opening procedures	Organizing Committee	70'
1. Hand out documents, Voting cards and Ballots to Shareholders;	Shareholders' Eligibility Examining Committee (SEEC)	60'
2. Announce the purpose of the Meeting and introduce participants and the Shareholders' Eligibility Examining Committee;	Organizing Committee	03'
3. Announce the results of examining the eligibility of Shareholders attending the Meeting;	Head of SEEC	05'
4. Introduce and approve the members of the Chair Committee.	Organizing Committee	02'
II. Meeting Content	Chair Committee	180'
1. Appoint the Secretary Committee of the Meeting and approve the members of the Vote Counting Committee;	Head of Chair Committee	05'
2. Approve the voting and electing method;	Head of Vote Counting Committee	05'
3. Deliver the Opening speech;	Head of Chair Committee	05'
4. Approve the Regulation on organization of the Annual General Meeting;	Chair Committee	10'
5. Approve the Meeting's agenda;	Chair Committee	05'
6. Report of the Board of Directors (BOD) on 2019 results and 2020 orientation;	Chair Committee	15'
7. Report of the Board of Management on business activities in 2019 and plans for 2020;	Chair Committee	15'
8. Report of the Supervisory Board (SB) on operation in 2019 and 2020 orientation;	Head of Supervisory Board	10'
9. Proposal on the additional election of members of Supervisory Board for the term 2018-2023 and Regulations on the additional election of members of Supervisory Board;	Chair Committee	10'
10. Discussion, voting for approval of content 9 and vote for member of Supervisory Board for the term 2018-2023;	Chair Committee & Vote Counting Committee	30'
11. Proposal on the audited consolidated financial report profit distribution plan for 2019;	Chair Committee	10'
12. Proposal on the remuneration for the BOD and the SB in 2020;	Chair Committee	05'
13. Proposal on the selection of independent auditing company;	Head of Supervisory Board	05'
14. Proposal on capital increase plan for 2020 – 2021;	Chair Committee	10'
15. Discussion and voting for approval of the reports and proposals;	Chair Committee & Vote Counting Committee	30'
16. Announce the results of vote counting.	Head of Vote Counting Committee	10'
III. Meeting Conclusion	Chair Committee	25'
1. Present the draft of Meeting minutes and resolutions of the General Meeting;	Secretary Committee	10'
2. Ask shareholders for approval of the meeting Minutes and resolutions of the General Meeting;	Chair Committee	05'
3. Present new member of Supervisory Board;	Chair Committee	05'
4. Conclusion and Closing ceremony.	Head of Chair Committee	05'

ORGANIZING COMMITTEE