

Number: 514/TB-VBC

Vinh City, date 18 September 2025

**NOTIFICATION**  
**Regarding Invitation to the 2025 Extraordinary**  
**General Meeting of Shareholders**

Dear shareholders of Vinh Plastic, Bags Joint Stock Company

The Board of Directors of Vinh Plastic, Bags Joint Stock Company (VBC) respectfully invites shareholders to attend the 2025 Extraordinary General Meeting of Shareholders as follows:

- 1. Time:** At 14.0, Monday, October 17, 2025.
- 2. Location:** Hall 3rd floor, Vinh Plastic, Bags Joint Stock Company - No. 18, Phong Dinh Cang Street, Truong Vinh Ward, Nghe An Province.
- 3. General meeting program:** Implement the contents of the 2025 Extraordinary General Meeting of Shareholders according to regulations and other contents (if any).
- 4. Meeting documents:** Invitation notice is sent by guaranteed method to shareholders at the registered address. Documents related to the Extraordinary General Meeting of Shareholders, Power of Attorney forms, Confirmation of attendance, voting forms..., are posted at Website <http://www.nhuabaobivinh.com>. Shareholders can access the above link to research and download.
- 5. Registration to attend:** To facilitate the organization, shareholders are requested to please send the Confirmation or Authorization by post or send it directly no later than 5:00 p.m., October 10, 2025 to the address: Vinh Plastic, Bags Joint Stock Company - No. 18, Phong Dinh Cang Street, Truong Vinh Ward, Nghe An Province (recipient Mrs. Nguyen Thi Hong Thu, secretary Board of Directors; Phone number: 0989202018). Or send via Email: [thuvbc@gmail.com](mailto:thuvbc@gmail.com)

\* **Note:** Shareholders are requested to regularly monitor and update information and documents on VBC's website: <http://www.nhuabaobivinh.com>.

Shareholders attending the meeting please bring the original ID card/Passport/Citizen identification card; Notice of meeting invitation; Power of attorney (in case of authorization) according to the attached form for registration.

We hope that shareholders will arrange time to attend fully and on time.

*We are pleased to welcome you!*

**Receiving place:**

- Economic Cooperation Corporation;
- Board of Directors, Board of Supervisors of the Company;
- As respectfully;
- Save: documents.



**VINH PLASTIC, BAGS  
JOINT STOCK COMPANY  
BOARD OF DIRECTORS**

**SOCIALIST REPUBLIC OF VIETNAM**  
**Independence - Freedom - Happiness**

Number: *315* /VBC- HDQT

*Nghe An Province, date 18 September 2025*

**PROPOSAL**

**Regarding Amendment of the Company Charter, Dismissal and Election of  
Additional Members of the Board of Supervisors**

Dear Shareholders of Vinh Plastic, Bags Joint Stock Company (VBC)

The Company's Board of Directors submits to the General Meeting of Shareholders for written approval the following content:

**1. Amend the Company Charter:**

**Section 3, Article 2:** Registered office of the Company:

Pre-amended content: Block 8, Ben Thuy Ward, Vinh City, Nghe An Province.

Post-amended content: No. 18, Phong Dinh Cang Street, Truong Vinh Ward, Nghe An Province.

Reason: The State changes administrative boundaries from July 1, 2025.

**Article 49: Fund allocation:**

\* Content before amendment: Annually, the General Meeting of Shareholders decides on the level of fund allocation from its after-tax profit. The specific level of allocation for the above funds is proposed by the Board of Directors based on the company's annual production and business results. In which, the Welfare and Reward Fund shall not exceed 15% of the after-tax profit.

\* Content after amendment: Annually, the General Meeting of Shareholders decides on the level of fund allocation from its after-tax profit. The specific level of allocation for the above funds is proposed by the Board of Directors based on the company's annual production and business results and relevant current legal regulations.

**2. Dismissal of the Head of the Supervisory Board and election of additional members of the Supervisory Board:**

Based on Document No. 190/KL - CT, dated August 15, 2025 of the HTKT Corporation on "introducing candidates for the position of member of the Supervisory Board at Vinh Plastic and Packaging Joint Stock Company".

a. Dismissal of the Head of the Supervisory Board:

**Mr. Tran Ngoc Sam** - Head of the Supervisory Board.

Reason: Retired according to the regime.

b. Election of additional members of the Supervisory Board:

Based on the principles of nomination, candidacy and summary of the results of receiving candidate dossiers to participate in the election of additional members of the Supervisory Board for the 2022-2027 term, the Board of Directors submits to the Congress the following list of candidates: Mr. **Bui Nam Anh**

*(With attached CV)*

The Board of Directors respectfully submits to the General Meeting of Shareholders for approval of the above contents./.

**Receiving place:**

- As respectfully;
- Save: archive.

**THE BOARD OF DIRECTORS**  
**CHAIRPERSON**



**Ngo Quang Viet**



**SOCIALIST REPUBLIC OF VIETNAM**  
**Independence - Freedom - Happiness**

*Nghe An, 30 August 2025*

**RESUME**

- 1/ Full name: BUI NAM ANH  
2/ Gender: Male  
3/ Date of birth: November 9, 1984  
4/ Hometown: Do Luong, Nghe An province  
5/ ID card/CCCD number: 040084004464 Date of issue: 11/10/2024  
Place of issue: Department of Administrative Police for Social Order  
6/ Nationality: Vietnamese 7/ Ethnicity: Kinh  
8/ Permanent residence address: An Vinh Ward, Truong Vinh, Nghe An  
9/ Phone number: 0931199168  
10/ Email address: [tiendat31082016@gmail.com](mailto:tiendat31082016@gmail.com)  
11/ Education level: Bachelor  
12/ Current position: Accounting Assistant - Finance Department - Economic Cooperation Corporation.

**SUMMARY OF WORK PROCESS AND ACTIVITIES**

Time	Workplace	Position
03/2008 to present	Finance department Economic Cooperation Corporation.	Accounting assistant

I certify that the above statements are true. If they are false, I will take full responsibility before the law.

**DECLARED**



**Bui Nam Anh**

**PROGRAMME**

**Annual General Meeting of Shareholders 2025**  
**Held at 13:30, April 4, 2025**

<b>Time</b>	<b>Content</b>	<b>People perform</b>
14:00 – 14:30	- Welcoming, registering, and distributing documents to shareholders.	Organizing Committee
14:30 – 14:45	- Declare the reason and introduce the ingredients. - Report on the results of verifying the eligibility of participating shareholders. - Introduce and invite the Chairman and Secretary of the congress to work. Election of the Vote Counting Committee.	Organizing Committee
14:45 – 15:0	Approve the congress program and regulations	
15:0 – 15:30	Report on the following contents: Submission on Amendment of the Company Charter, Dismissal of the Head of the Supervisory Board and Election of additional members of the Supervisory Board for the 2022 - 2027 term.	Preside
15:30 – 16:0	- Guest delegates give speeches and respond (if any). - Discuss the contents and vote for approval.	Preside
16:0 – 16:15	The Congress takes a break (to count votes)	Organizing Committee, Vote Counting Committee
16:15 – 16:25	- Announcement of vote counting results. - Approval of minutes and resolutions of the congress	Vote counting committee Secretary
16:25 – 16:30	Closing the conference	Organizing Committee

**ORGANIZING COMMITTEE**

**VINH PLASTIC, BAGS  
JOINT STOCK COMPANY**

**SOCIALIST REPUBLIC OF VIETNAM**  
**Independence - Freedom - Happiness**

*Truong Vinh , date 2025*

**CONFIRMATION DOCUMENT**  
**Attend the 2025 Extraordinary General Meeting of Shareholders**

To: - Board of Directors of Vinh Plastic, Bags Joint Stock Company  
- Organizing committee

Name of shareholder: .....

ID card number/CCCD/Business registration number:.....

Issued by .....

Date:.....

Contact address: .....

Phone:.....Fax:.....

As a shareholder of Vinh Plastic, Bags Joint Stock Company, currently owns the number of shares in the Company: .....shares (par value 10,000 VND) equivalent to the amount of ..... VND.

(In words: )

After studying the 2025 Extraordinary General Meeting of Shareholders documents of Vinh Plastic, Bags Joint Stock Company. I would like to confirm my attendance at the Congress.

All costs related to attending the General Meeting of Shareholders will be borne by the individual./.

**SHAREHOLDERS**

*(Sign, write full name)*



Truong Vinh, date 2025

**AUTHORIZATION DOCUMENT**  
**Regarding attending the 2025 Extraordinary General Meeting of Shareholders**

To: - Board of Directors of Vinh Plastic, Bags Joint Stock Company  
- Organizing committee

Shareholder name:.....  
ID card number/CCCD/Business registration number:.....  
Issued by .....Date:.....  
Contact address: .....  
Phone:.....Fax:.....  
As a shareholder of Vinh Plastic, Bags Joint Stock Company, currently owns the number of shares in the company: ..... shares (par value 10,000 VND) equivalent to the amount of ..... VND  
(In words: )

**By this Power of Attorney I/we authorize:**

Mr/Mrs:.....  
ID card number/CCCD/Passport number:.....  
Issued by .....Date:.....  
Contact address: .....

As the representative on my/our behalf to exercise the rights and obligations of shareholders at the 2025 Extraordinary General Meeting of Shareholders of Vinh Plastic, Bags Joint Stock Company according to the provisions of law and the Company's Charter.

This authorization letter is only valid during the 2025 Extraordinary General Meeting of Shareholders of Vinh Plastic, Bags Joint Stock Company. The authorized person may not delegate authority to another person.

I/we accept all responsibility for this authorization and undertake not to make any complaints or lawsuits against the Company./.

**Authorized party**  
(Sign, clearly state full name and stamp if it is an organization)

**Authorizing party**  
(Sign, clearly state full name and stamp if it is an organization)

**Number:** /QC -VBC

***Vinh City, date October 2025***

## **REGULATIONS**

### **Organize the Extraordinary General Meeting of Shareholders 2025**

Pursuant to Securities Law No. 54/2019/QH14, dated November 26, 2019;  
Pursuant to Enterprise Law No. 59/2020/QH14, dated June 17, 2020;  
Pursuant to the Charter of organization and operation of Vinh Plastic, Bags Joint Stock Company;  
The Extraordinary General Meeting of Shareholders 2025 of Vinh Plastic, Bags Joint Stock Company approved the Working Regulations of the Meeting including the following contents:

## **Chapter I GENERAL PROVISIONS**

**Article 1. Scope of regulation:** This regulation is applied to the organization of the Extraordinary General Meeting of Shareholders 2025 of Vinh Plastic, Bags Joint Stock Company.

**Article 2. Subjects:** This Regulation specifically stipulates the rights and obligations of shareholders, authorized persons attending the meeting and parties participating in the General Meeting, conditions and procedures for conducting the General Meeting.

**Article 3. Effectiveness:** Shareholders and parties participating in the Company's 2025 Extraordinary General Meeting of Shareholders are responsible for complying with the provisions of these Regulations.

**Article 4. Conditions for conducting the General Meeting:** The General Meeting of Shareholders is conducted when the number of shareholders attending the meeting represents more than 50% of the shares with voting rights according to the list of shareholders of Vinh Plastic, Bags Joint Stock Company as finalized by Vietnam Securities Depository and Clearing Corporation on March 3, 2025.

## **Chapter II RIGHTS AND OBLIGATIONS OF PARTICIPANTS IN THE CONGRESS**

**Article 5. Rights and obligations of shareholders attending the meeting:**

5.1. Rights of shareholders attending the meeting:

- To directly attend or authorize others to attend the general meeting using a written authorization according to the Company's form.
- When attending the General Meeting of Shareholders, each shareholder/shareholder representative attending the General Meeting of



Shareholders will receive voting ballots with the number of shares corresponding to the number of votes he or she has on the issues discussed at the meeting.

- To discuss and vote on all issues under the authority of the Congress according to the provisions of the Enterprise Law, other relevant legal documents and the Company's Charter;

- Be notified by the Organizing Committee of the Congress's content and program.

- Receive accompanying content documents and Congress program.

- Shareholders who arrive late to the General Meeting of Shareholders have the right to register immediately and then have the right to participate and vote immediately at the General Meeting, but the Chairman is not responsible for stopping that General Meeting to allow shareholders to register and the validity of the votes already conducted will not be affected.

5. 2. Obligations of shareholders when attending the General Meeting:

- Comply with the provisions of the Enterprise Law, the Company Charter and these regulations.

- When shareholders or authorized persons attend the meeting, they must complete the registration procedures to participate in the Meeting with the Meeting Organizing Committee and present the following documents:

- + Invitation to attend the congress (if any).

- + Identity card/Citizen identification card/Passport.

- + Valid power of attorney (in case of authorization to attend the congress).

- Strictly comply with the rules at the General Meeting of Shareholders, respect the results of work at the General Meeting.

- Speak and vote in accordance with the instructions of the Organizing Committee and respect the control of the Congress by the Chairman of the Congress.

- Audio and video recording of the Congress must be publicly announced and approved by the Chairman of the Congress.

- Obligations of shareholders and authorized representatives of shareholders when attending the General Meeting:

- a) Dress politely.

- b) Audio and video recording of the Congress must be publicly announced and approved by the Chairman of the Congress.

- c) Register to speak at the Congress according to regulations, comply with the speaking time and speech content within the scope of the Congress program.

- d) Speak and vote in accordance with the instructions of the Congress Organizing Committee and comply with the control of the Chairman of the Congress.

- e) Do not obstruct or disrupt the meeting so that the meeting cannot be conducted fairly and legally.

- f) Do not cause disruption or prevent the normal progress of the Congress.

- g) Comply with the executive authority of the Chairman of the Congress.

- h) Seriously comply with the Regulations and respect the results of work at the Congress.

## **Article 6. Rights and obligations of the Chairman of the Congress:**

6.1. Responsibilities of the Chairman:

- Control the congress according to the agenda, rules and regulations approved by the congress. The chairman works according to the principle of democratic centralism and makes decisions based on the approval of the majority of shares.
- Guide the Congress to discuss and collect opinions to vote on issues on the Congress agenda and related issues throughout the congress process.
- Resolve issues that arise during the congress.

#### 6.2. Rights of the Chairman:

- The chairman has the right to take necessary measures to control the meeting in a reasonable, orderly and according to the agenda.
- Request competent authorities to maintain meeting order; Expel those who do not comply with the Chairman's authority, intentionally disrupt order, or prevent the normal progress of the meeting.
- Postpone a General Meeting of Shareholders that has enough people registered to attend the meeting according to regulations to another time or change the meeting location in the following cases:
  - + The meeting location does not have enough convenient seats for all meeting attendees.
  - + Meeting attendees act to obstruct or disrupt order, potentially preventing the meeting from being conducted fairly and legally.
  - + The maximum postponement time must not exceed 03 days from the date the meeting is scheduled to open.

#### **Article 7. Rights and responsibilities of the Congress Secretary:**

Fully and truthfully record all content of the Meeting's proceedings and issues approved by shareholders. Draft meeting minutes and resolutions on issues approved at the Congress.

#### **Article 8. Rights and obligations of the Shareholder Status Inspection Committee:**

8.1. The Shareholder Eligibility Inspection Committee consists of one (01) Head of the Committee and members decided by the Board of Directors ("BOD") of the Company to perform the following functions and tasks:

- a) Check the status of shareholders or authorized representatives of shareholders attending the meeting: Request shareholders attending the Meeting and guests to present ID card/CCCD or Passport, Power of Attorney (for authorized representatives);
- b) Distribute to shareholders or authorized persons attending the meeting: Voting card; Voting slips and other related meeting documents;
- c) Report to the General Meeting on the results of checking the eligibility of shareholders to attend the General Meeting at the following times:
  - Before opening the Congress.
  - Before each vote of the General Meeting, if there is a change in the number of shareholders registered to attend the General Meeting (Shareholders arriving late register to attend the meeting).
- d) Perform other tasks assigned by the Congress Organizing Committee or the Congress Chairman.



8.2. The Shareholder Status Inspection Committee has the right to establish a assisting department to complete the Committee's tasks.

**Article 9. Election/counting committee:**

1. The Election/Vote Counting Committee includes 01 head and members nominated by the Chairman of the meeting and approved by the General Meeting of Shareholders by raising voting cards directly at the meeting. Members of the Vote Counting Committee may not be shareholders of the Company.
2. The Election/Vote Counting Committee is responsible for checking and supervising the voting of shareholders and organizing vote counting.
3. The Election/Vote Counting Committee is responsible for making a record of the vote counting results and announcing them to the Congress; Return the minutes and all votes to the Chairman of the Congress.
4. For all work of checking, making records and announcing vote counting results, the Election/Vote Counting Committee must ensure honesty and accuracy and must be responsible for those results.

### **Chapter III PROCEEDING OF THE CONGRESS**

**Article 10. Contents of the Congress:**

1. The Congress will take place in accordance with the program content approved by the Congress.
2. The Congress will in turn discuss and approve the contents of the Congress program according to the voting form specified in Article 11 of these Regulations.
3. The Congress closes after the Minutes of the Congress are approved.

**Article 11. Approval of decisions of the Congress:**

1. Except for the cases specified in Clause 2 of this Article, decisions of the General Meeting of Shareholders will be approved when the number of shareholders representing at least 65% of the total votes of all shareholders attending the meeting approve.
2. Other resolutions are passed when approved by the number of shareholders representing at least 51% of the total votes of all shareholders attending the meeting, except for the cases specified in Clause 1 of this Article.  
In case of passing a resolution in the form of collecting written opinions, the resolution of the General Meeting of Shareholders will be passed if it is approved by the number of shareholders representing at least 51% of the total votes.
3. Resolutions of the General Meeting of Shareholders passed by 100% of the total number of voting shares are legal and effective even if the order and procedures for passing such resolutions are not carried out in accordance with regulations.
4. The resolution of the General Meeting of Shareholders must be notified to shareholders with the right to attend the General Meeting of Shareholders within 15 days from the date the resolution is passed; The resolution of the General Meeting of Shareholders is notified to shareholders by posting on the company's



website. The time of posting the Resolution is considered the time of notification of the Resolution of the General Meeting of Shareholders to shareholders.

**Article 12. Voting forms and voting cards:**

1. Voting cards and voting cards stamped with the Company's seal are distributed by the Organizing Committee to shareholders or authorized representatives of shareholders attending the meeting. Voting cards and voting cards are recorded with codes, full names, signatures of shareholders or authorized representatives of shareholders and other technical factors to help count votes accurately and conveniently.

2. The voting value of the Voting Card and Voting Card is determined by the number of voting shares that that shareholder owns or is an authorized representative attending the General Meeting.

**Article 13. Voting procedures to approve decisions at the Congress:**

Voting to approve issues at the 2025 Annual General Meeting of Shareholders will be done by raising the Voting Card and announced by the Chairman of the General Meeting right at the General Meeting. Shareholders vote on each issue by raising their Voting Card when asked by the Chairman to Agree/Disagree/No opinion on each specific content. Shareholders are only allowed to raise the Voting Card once for each content and it is authenticated by the shareholder checking 01 (one) in 3 (three) corresponding boxes (approve, disapprove, no opinion) recorded in the Voting Card and return it to the Organizing Committee after the end of the Meeting.

**Article 14. Expressing opinions at the Congress:**

Shareholders or authorized representatives of shareholders attending the meeting must register with the Chairman of the Meeting when expressing their opinions. When speaking, the content of the speech should be brief and consistent with the content being discussed at the Congress and the Congress program. Speech time should not exceed 10 minutes. Shareholders do not repeat opinions that have already been expressed by other shareholders and only opinions consistent with the content of the General Meeting program will be recorded in the Minutes of the General Meeting.

**Article 15. Minutes of the Congress:**

1. The content of the organization of the Congress is recorded in Minutes. The Chairman of the Congress and the Secretary of the Congress are responsible for the accuracy and truthfulness of the Minutes of the Congress.

2. Minutes of the Congress must be announced before the Congress and approved by the Congress before the closing of the Congress;

3. Minutes of the General Meeting, Report on checking shareholder status, Minutes of vote counting and other documents recording the progress and results of the General Meeting must be archived at the Company's Headquarters.

4. Minutes of the General Meeting must be sent to shareholders within fifteen (15) days from the closing date of the General Meeting, by posting on the company's website. The time of posting is considered the time of notification of the minutes of the General Meeting of Shareholders to shareholders.

5. Minutes of the Congress are the basis for making the Congress Resolution.

**Article 16. Resolution of the Congress:**

Based on the results at the Congress, the Chairman prepares the Congress Resolution on the issues approved by the Congress. The resolution of the General Meeting must be read at the General Meeting for shareholders to approve and notified to shareholders according to the provisions of Clause 4, Article 11 of these Regulations.

**Article 17. Effect of the Regulations:**

1. This Regulation consists of three (03) Chapters, seventeen (17) Articles and takes effect immediately after being voted for by the Congress.
2. The General Meeting of Shareholders decides to amend and supplement this Regulation.

**GENERAL MEETING OF  
SHAREHOLDERS  
PRESIDE**

**Ngo Quang Viet**

**PROGRAMME**

**Extraordinary General Meeting of Shareholders in 2025**

**Held at 14:00, October 17, 2025**

<b>Time</b>	<b>Content</b>	<b>People perform</b>
14:00 – 14:30	- Welcoming, registering, and distributing documents to shareholders.	Organizing Committee
14:30 – 14:45	- Declare the reason and introduce the ingredients. - Report on the results of verifying the eligibility of participating shareholders. - Introduce and invite the Chairman and Secretary of the congress to work. Election of the Vote Counting Committee.	Organizing Committee
14:45 – 15:00	Approve the congress program and regulations	
15:00 – 15:30	Report on the following contents: Submission on Amendment of the Company Charter, Dismissal of the Head of the Supervisory Board and Election of additional members of the Supervisory Board for the 2022 - 2027 term.	Preside
15:30 – 16:00	- Guest delegates give speeches and respond (if any). - Discuss the contents and vote for approval.	Preside
16:00 – 16:15	The Congress takes a break (to count votes)	Organizing Committee, Vote Counting Committee
16:15 – 16:25	- Announcement of vote counting results. - Approval of minutes and resolutions of the congress	Vote counting committee Secretary
16:25 – 16:30	Closing the conference	Organizing Committee

**ORGANIZING COMMITTEE**



**Number: /QC -VBC**

*Vinh City, date October 2025*

**REGULATIONS**  
**Election of members of the Board of Directors**  
**Vinh Plastic, Bags Joint Stock Company**

Pursuant to Enterprise Law No. 59/2020/QH14, June 17, 2020;  
Pursuant to Securities Law No. 54/2019/QH14, November 26, 2019;  
Pursuant to the Charter of organization and operation of Vinh Plastic, Bags Joint Stock Company;

**Chapter I**  
**GENERAL PROVISIONS**

**Article 1. Purpose, scope of regulation and subjects of application**

1. This regulation is established to specifically stipulate the principles and methods for nominating, standing for election and electing members of the Board of Directors of Vinh Plastic, Bags Joint Stock Company (VBC) at the 2025 Annual General Meeting of Shareholders.
2. This regulation applies to all shareholders who own shares of VBC (according to the list finalized on March 3, 2025) and validly authorized representatives present at the General Meeting of Shareholders.

**Article 2. Rights and obligations of shareholders and authorized representatives attending the 2025 Annual General Meeting of Shareholders**

1. Each shareholder and authorized representative who attends the General Meeting will receive an Election ballot for the Board of Directors (BOD) on the ballot clearly stating the number of shares that the shareholder or authorized representative of that shareholder holds and the corresponding number of votes used for the election.
2. Shareholders must comply with the conditions and procedures specified in these Regulations and the instructions of the Election and Counting Committee and the Chairman of the General Meeting.

**Chapter II**  
**REGULATIONS ON NOMINATION AND CANDIDATION**  
**MEMBERS OF THE BOARD OF DIRECTORS TERM 2022-2027**

**Article 3. Number and standards of members of the Board of Directors**

1. The number of elected members of the Board of Directors is 01 member.
2. Standards and conditions of members of the Board of Directors.

- Members of the Board of Directors must satisfy the standards to be members of the Board of Directors as prescribed in Article 155 of the Law on Enterprises 2020 and these Regulations, specifically as follows:

- a) Not subject to provisions in Clause 2, Article 17 of the Enterprise Law;
- b) Have professional qualifications and experience in business administration or in the company's field, industry or business and do not necessarily have to be a shareholder of the company, unless otherwise stipulated in the company's charter;
- c) A member of the Board of Directors of a company may simultaneously be a member of the Board of Directors of another company;
- d) For state-owned enterprises as prescribed in Point b, Clause 1, Article 88 of the Law on Enterprises and subsidiaries of state-owned enterprises as prescribed in Clause 1, Article 88 of the Law on Enterprises, members of the Board of Directors must not be family members of the Director, General Director and other managers of the company; of the manager, the person with authority to appoint managers of the parent company.

- Standards for independent members of the Board of Directors: standards are specified in Clause 2, Article 155 of the Law on Enterprises 2020.

#### **Article 4. Right to nominate and run for election as members of the Board of Directors**

1. Shareholders or groups of shareholders owning 10% or more of the total number of common shares for a continuous period of 6 months or more have the right to nominate candidates for election to the Board of Directors.

2. Shareholders holding less than 10% of the voting shares for a continuous period of 6 months or more have the right to combine the number of voting shares of each person together to nominate candidates for the Board of Directors. Shareholders and groups of shareholders owning from 10% to less than 20% of the total voting shares may nominate 01 candidate; From 20% to less than 30% have the right to nominate up to 02 candidates; from 30% to less than 50% have the right to nominate up to 03 candidates; from 50% to less than 65% have the right to nominate up to 04 candidates and if from 65% or more have the right to nominate a full number of candidates.

3. In case the number of candidates for the Board of Directors is not enough, the incumbent Board of Directors can nominate additional candidates.

4. Candidates and nominees must submit to the Congress Organizing Committee a personal resume including:

- 04 4x6 portrait photos (taken within 6 months); Copy of university diploma, confirmation of working time.
- Curriculum vitae certified by the local government or head of the agency or unit where you work.
- Declare and prove the number of shares owned and represented shares; If you represent a group of shareholders, you must submit the original minutes of the group meeting according to the provisions of Point 2 of this Article.
- Copy of citizen identification card or passport (attach the original for comparison).

#### **Article 5. Documents for nomination and candidacy to elect members of the Board of Directors:**



1. Applications for candidacy and candidate nomination for election to the Board of Directors and Supervisory Board include:

- Application for candidacy or Application to nominate candidates to join the Board of Directors;
- Curriculum vitae self-declared by the candidate with photo attached;
- Valid copy of ID card/CCCD/Passport;
- Valid copy of Permanent Residence (or long-term temporary residence registration);
- Valid copies of degrees, diplomas and certificates certifying educational and professional qualifications;
- Authorization letter and/or Group meeting minutes (if the candidate is authorized by the group to run for election).

2. Nomination and candidacy documents must be sent to Vinh Plastic, Bags Joint Stock Company (VBC) at least 10 days before the opening of the General Meeting of Shareholders at the following address: 18 Phong Dinh Cang, Vinh City, Nghe An (Mrs Thu Secretary of the Board of Directors; Tel: 0989202018) or email address: thuvbc@gmail.com

In case the submitted documents are scanned or photographed, the original must be sent back when registering to attend the Congress before the Congress begins.

Only nomination/candidacy documents that meet the nomination and candidacy conditions and candidates that meet the corresponding conditions of members of the Board of Directors will be included in the list of candidates announced at the General Meeting of Shareholders.

### **Chapter III**

## **ELECTION OF MEMBERS OF THE BOARD OF DIRECTORS FOR THE TERM 2022-2027**

### **Article 6. Selection of candidates**

Based on the nomination and candidacy applications of shareholders, shareholder groups and the accompanying documents of the candidates, the Organizing Committee of the General Meeting of Shareholders will prepare a list of candidates who meet the prescribed conditions to elect members of the Board of Directors.

### **Article 7. Election principles**

The election of members of the Board of Directors is conducted according to the following principles:

- Comply with current laws on businesses in Vietnam;
- Ensuring openness, democracy and legal rights of all shareholders.

### **Article 8. People have the right to vote**

People with the right to vote at the General Meeting of Shareholders are shareholders who own shares or people authorized by shareholders who own shares to attend the meeting (according to the list of shareholders of the Company as of March 3, 2025) present at the General Meeting of Shareholders.

### **Article 9. Form and method of election**

1. The election of members of the Board of Directors of VBC will be carried out in the form of direct, secret voting at the Congress according to cumulative voting method.



2. After the Congress approves the list of candidates to elect members of the Board of Directors and goes through the election procedures, each delegate attending the Congress will be given one (01) Ballot to vote for a member of the Board of Directors by the Organizing Committee. Delegates are responsible for checking the information on the ballot. If there are any errors, they must immediately notify the Organizing Committee.

3. On the ballot, clearly state the list of candidates arranged in alphabetical order; delegate code, number of shares owned/or represented, number of votes, stamped with the Company's seal.

4. Each shareholder has a total number of votes corresponding to the total number of shares owned (including the number of shares owned and/or authorized) multiplied by the number of elected members of the Board of Directors or the number of elected controllers of the Supervisory Board. Specifically according to the following formula:

\* Election of members of the Board of Directors:

Total number of votes = Total number of shares with voting rights x Number of elected members of the Board of Directors

5. Shareholders have the right to devote all their total voting rights to one candidate or to divide their total votes among several candidates.

6. The total number of votes for a shareholder's candidates must not exceed the total number of votes allowed for that shareholder (equal to the number of shares multiplied by the number of elected members).

#### **Article 10. Election organization and supervision**

1. Election and counting committee:

a. The organization and supervision of the election is carried out by the Election and Counting Committee on behalf of the General Meeting of Shareholders in accordance with the provisions of these Regulations;

b. The Election and Counting Committee consists of one (01) Head of the Committee and other members approved by the Congress at the request of the Chairman.

c. Members of the Election and Counting Committee must not be on the list of nominees or candidates for members of the Board of Directors;

2. The Election and Counting Board must ensure integrity, objectivity, and information security regarding vote counting and elections.

3. The Election and Counting Committee has the following duties:

a. Check and announce the list of candidates for the Board of Directors;

b. Disseminate election regulations and instructions on how to vote for shareholders;

c. Distributing and collecting election ballots;

d. Check and supervise voting of shareholders and shareholder representatives;

e. Carry out vote counting, prepare vote counting minutes, and announce vote counting results before the General Meeting of Shareholders;

f. Hand over the Minutes of vote counting and all election ballots to the Secretary of the Congress;

g. Together with the Chairman of the General Meeting, consider and resolve complaints and denunciations about candidates as well as election results (if any) and report to the General Meeting of Shareholders for decision;

h. Other related tasks;

i. The Election and Counting Committee is fully responsible before the law and the General Meeting of Shareholders for compliance with these Regulations and for the accuracy of vote counting results.

## **Article 11. Votes and recording votes**

### **1. Votes:**

a. Ballots issued by the Company, uniformly printed, with the Company's seal, and shareholder code; total number of shares owned/authorized to represent, total number of voting rights;

b. Shareholders/authorized representatives are given 01 ballot to vote for members of the Board of Directors (pink) according to participation code (owned and authorized);

c. When receiving ballots, shareholders or shareholder representatives must check the information recorded on the ballot. If there are errors, shareholders must immediately notify the Election Committee and count the votes to exchange for another vote;

### **2. How to record votes:**

a. When agreeing to vote for a candidate, the shareholder or authorized representative writes the number of votes he wants to vote in the "Number of votes" column in the line corresponding to that candidate's name.

b. If not voting for any candidate, the shareholder or authorized representative should fill in the number "0" or leave it blank or cross out the "Number of votes" column in the line corresponding to that candidate's name.

c. Shareholders or authorized representatives of shareholders attending the meeting can vote for one or more candidates or not vote for any candidate.

d. The total number of votes for a candidate of a shareholder/authorized representative of a shareholder must not exceed the total number of votes allowed by that shareholder/authorized representative of that shareholder (equal to the number of shares multiplied by the number of elected members).

e. In case of incorrect recording, shareholders request the Organizing Committee to change another vote.

f. Shareholders/authorized representatives of shareholders must sign and clearly state their full name below the ballot for confirmation.

### **3. Voucher is valid when all of the following conditions are met:**

a. Votes for candidates whose names are on the list and within the number of members to be elected have been approved by the General Meeting of Shareholders;

b. The total number of votes is less than or equal to the total number of votes allowed for that shareholder (equal to the number of shares multiplied by the number of elected members);

c. Not falling into the cases specified in Clause 4 of this Article.

### **4. Votes are invalid in one of the following cases:**

a. The ballot is not issued by the Organizing Committee and/or does not have the Company's stamp;

b. The slip is crossed out, corrected, or supplemented with contents that do not comply with regulations (in case of incorrect writing, a new slip must be exchanged);



- c. The ballot has an additional or incorrect name written on it, and is not on the list of candidates approved by the General Meeting of Shareholders before voting;
- d. Votes whose total voting rights for candidates exceed the total voting rights of that shareholder (including ownership and authorized rights);
- e. The form must be unsigned and clearly state the full name of the shareholder/authorized representative of the shareholder;
- f. Votes for more candidates than needed;
- g. The ballot does not record the number of votes for any candidate.

#### **Article 12. Voting and counting votes**

- 1. Voting begins when the distribution of election ballots is completed and ends when the last shareholder leaves the ballot and the ballot box;
- 2. The Election and Vote Counting Committee checks the ballot box in the presence of shareholders;
- 3. Shareholders can only vote in sealed ballot boxes supervised by the Election and Vote Counting Committee;
- 4. Vote counting must be conducted by the Election and Vote Counting Committee at the polling room immediately after voting ends; Before opening the ballot box, the Election and Counting Committee must count, make a record and seal the number of unused ballots. The Election and Vote Counting Committee is not allowed to erase or make corrections on the ballot.

#### **Article 13. Principles for determining election results**

- 1. The elected member of the Board of Directors is determined by the number of votes counted from high to low, starting from the candidate with the highest number of votes until the number of members specified in the company's Charter is reached.
- 2. In case there are two or more candidates with the same number of votes for the final member of the Board of Directors, the person who owns or represents shareholders owning more shares will be selected. If the number of shares owned or represented by shareholders is equal or all of those candidates are not shareholders of the Company, a re-election will be held among the candidates with an equal number of votes for selection.

#### **Article 14. Preparation and announcement of Vote Counting Minutes**

- 1. After counting the votes, the Election and Counting Committee must prepare a Minutes of counting the votes.
- 2. The vote counting minutes must contain the following main contents:
  - a. Time and place of making the Minutes of vote counting;
  - b. Composition of the Election and Counting Committee;
  - c. Purpose and content of voting;
  - d. Total number of shareholders present and representatives authorized to vote at the General Meeting; total number of votes participated in the election, distinguishing between valid votes and invalid votes, accompanied by an appendix of the list of shareholders participating in the election;
  - e. Election results;
  - f. Signature of Member of the Election and Counting Committee.
- 3. The full text of the Vote Counting Minutes must be announced by the Election and Vote Counting Committee before the Congress and recorded in the Resolution of the Congress.



**Article 15. Right to question**

Shareholders/shareholder representatives have the right to question and complain about the election and vote counting. The Presiding Committee of the General Meeting and the Election and Counting Committee are responsible for explaining and clarifying the questions of shareholders/shareholder representatives and are recorded in the minutes of the General Meeting of Shareholders.

**Article 16. Effect of Regulations**

This regulation takes effect immediately after being approved by the General Meeting of Shareholders and only applies to the candidacy, nomination and election of members of the Board of Directors for the 2022-2027 term at the 2025 Annual General Meeting of Shareholders of Vinh Plastic, Bags Joint Stock Company.

**GENERAL ASSEMBLY OF  
SHAREHOLDERS  
PRESIDE**

Ngo Quang Viet



**VINH PLASTIC, BAGS JOINT STOCK COMPANY**  
**2025 Extraordinary General Meeting of Shareholders**  
**Held on October 17, 2025**

**VOTING FORM**

**I. SHAREHOLDERS INFORMATION:**

- Full name of shareholder/or representative (for organizations): .....  
is the shareholder representative/Organization:

.....  
- ID card/CCCD/Passport number: ..... Date of  
issue: ..... / ..... / .....

Place of issue:

.....  
- Address:

.....  
- Contact phone:

.....  
- Number of shares owned: ..... shares.

- Number of authorized common shares (if any): ..... shares.

- Total number of votes with voting rights: ..... (Number  
of shares owned + number of authorized shares)

**II. VOTING CONTENTS:**

**1. Through Amendment of the Company Charter:**

- Approved: ☐ - Disapprove: ☐ - No comments: ☐

**Note:**

Mark (X) in the corresponding box.

....., date .... month .... year 2025

**VOTER**

**(Sign, write full name)**