

**REGULATIONS OF THE
2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
HAIMINH CORPORATION**

Objective:

- Ensure the principles of publicity, fairness, transparency, and democracy.
- Facilitate the organization and conduct of the General Meeting of Shareholders according to the Meeting's agenda, the regulations of Haiminh Corporation, and in compliance with the law.

**CHAPTER I
GENERAL PROVISIONS**

Article 1. Scope of Application

1.1. This regulation is used for organizing the 2025 Annual General Meeting of Shareholders of HAIMINH CORPORATION (hereinafter referred to as "the Company").

1.2. This regulation specifically stipulates the rights and obligations of the parties participating in the General Meeting of Shareholders (hereinafter referred to as "the Meeting"), conditions, forms of participation, and conduct of the Meeting.

Article 2. Subjects of Application

All Shareholders and persons authorized by shareholders to attend legitimately (collectively referred to as "Shareholder Representatives"); guests of the Company's Annual General Meeting of Shareholders.

Article 3. Validity

Shareholders and parties participating in the 2025 Annual General Meeting of Shareholders of the Company are responsible for implementing the provisions of this Regulation.

**CHAPTER II
REGULATION CONTENT**

Article 4. Conditions and Procedures for Conducting the Meeting

4.1. The Board of Directors is responsible for convening the General Meeting of Shareholders to meet directly in accordance with the provisions of the Company's Charter and current laws.

4.2. The participation of shareholders/shareholder representatives in the Meeting in accordance with the procedures of this Regulation is the basis for determining the proportion of shareholders attending, conducting the organization of the General Meeting of Shareholders, and voting with legal validity.

4.3. The General Meeting of Shareholders shall be conducted when the number of shareholders attending represents over 50% of the total number of voting shares of the Company according to the list of shareholders invited to the meeting when deciding to convene the Meeting. This ratio is calculated based on the number of shareholders representing the number of shares attending directly, online, and by proxy.

4.4. In case the first Meeting does not have enough attendees, the Company shall organize the 2nd and 3rd Meetings according to the provisions of the Enterprise Law.

Article 5. Conditions for Attending the Meeting

All shareholders who are individuals or authorized representatives by written authorization of shareholders who are individuals, authorized representatives of shareholders who are organizations, or persons authorized by representatives of organizations owning common shares of the Company to attend the meeting (According to the list of shareholders of the Company finalized on the record date of April 4, 2025).

Article 6. Regulations on Authorization

6.1. The authorization for a representative to attend the General Meeting of Shareholders must be made in writing according to the Company's form and must have signatures as follows:

- If the authorizing party is an individual shareholder, it must have the signature of that shareholder and the authorized attendee;
- If the authorizing party is the authorized representative of a shareholder who is an organization, it must have the signature of the authorized representative, the legal representative of the shareholder, and the authorized attendee;
- In other cases, it must have the signature of the legal representative of the shareholder and the authorized attendee.

6.2. The validity of written proxies that do not conform to the Company's template will be decided entirely by the Chairman of the General Meeting of Shareholders.

6.3. A person may act as an authorized representative for one or more shareholders.

6.4. The authorized person attending the General Meeting of Shareholders must submit the authorization document before entering the meeting room.

6.5. If a shareholder authorizes another person to attend, please confirm and send the proxy (before 05:00 AM on May 7, 2025) by the following methods and channels:

- Send a letter to the Company's office address: 17th Floor, Pearl Plaza – 561A Dien Bien Phu, Ward 25, Binh Thanh District, Ho Chi Minh City, Vietnam
- Email: longpt@haiminh.com.vn or hadt@haiminh.com.vn
- Fax: (028) 3 512 8688
- Zalo / SMS: 0912.520.733 (content: Shareholder Name, ID/Passport, authorization content)

Article 7. Rights and Obligations of Shareholders Attending the General Meeting

7.1. Rights of shareholders attending the General Meeting:

- To directly attend or authorize another person to attend the meeting by a written proxy according to the Company's form;
- When attending the annual General Meeting of Shareholders, each shareholder/ shareholder representative, upon arrival, will receive a ballot with the number of shares corresponding to their voting rights on the issues discussed at the meeting;
- To discuss and vote on all issues under the authority of the General Meeting in accordance with the Law on Enterprises, other relevant legal documents, and the Company's Charter;
- To be informed by the Organizing Committee of the content and agenda of the General Meeting;
- To be provided with the documents containing the content and agenda of the General Meeting;
- Shareholders arriving late to the General Meeting of Shareholders have the right to register immediately and subsequently have the right to participate and vote immediately at the General Meeting, but the Chairman is not responsible for suspending the General Meeting for shareholders to register, and the validity of the voting rounds already conducted will not be affected.

7.2. Obligations of shareholders attending the General Meeting:

- To strictly comply with the provisions of the Law on Enterprises, the Company's Charter, and this Regulation;

- When shareholders or authorized persons attend the General Meeting, they must complete the registration procedures with the Organizing Committee of the General Meeting and present the following documents:
 - + Invitation to attend the General Meeting (if any).
 - + Citizen Identification Card or Passport.
 - + Valid proxy (in case of being authorized to attend the General Meeting).
- Seriously comply with the regulations at the General Meeting of Shareholders, and respect the working results at the General Meeting;
- To speak and vote in accordance with the instructions of the organizing committee and respect the direction of the General Meeting by the Chairman of the General Meeting;
- The audio and video recording of the General Meeting must be publicly announced and approved by the Chairman of the General Meeting;
- To be responsible for all costs to attend the General Meeting (such as transportation, meals, accommodation,...).

Article 8. Rights and obligations of the Chairman of the General Meeting and the Secretariat

8.1. Rights and obligations of the Chairman of the General Meeting:

- The General Meeting of Shareholders will be chaired by the Chairman of the Board of Directors to conduct the General Meeting;
- The Chairman's Decision on matters of order, procedure, or events arising outside the program of the General Meeting of Shareholders shall be of the highest judgment;
- The Chairman of the General Meeting may carry out the necessary tasks to conduct the General Meeting of Shareholders in a valid and orderly manner, or to ensure that the General Meeting reflects the wishes of the majority of attendees;
- The Chairman has the right not to answer or only acknowledge the opinions of shareholders if the contributed contents and recommendations are outside the contents for which the General Meeting's opinion is requested;
- The Chairman shall appoint the Secretariat of the General Meeting;
- Without needing to consult the General Meeting of Shareholders, the Chairman may at any time postpone the General Meeting to another time (in accordance with the Enterprise Law and the Company's Charter) and at another location decided by the Chairman if it is deemed that:

+ The behavior of those present obstructs or is likely to obstruct the orderly proceedings of the meeting.

+ The postponement is necessary for the work of the General Meeting to be carried out in a valid manner. The maximum postponement period is three days from the date the meeting is scheduled to open.

8.2. Duties of the Secretariat of the General Meeting:

- Fully and truthfully record all contents of the General Meeting's proceedings and issues approved or noted by the shareholders at the General Meeting, and perform assistance tasks as assigned by the Chairman.
- Prepare the Minutes of the General Meeting and the Resolutions on the issues approved at the General Meeting.

Article 9. Duties and powers of the Board for Verification of Shareholder Eligibility

The Board for Verification of Shareholder Eligibility shall be established by the Board of Directors of the Company. The Board for Verification of Shareholder Eligibility shall perform the following tasks:

9.1. Verify the eligibility of shareholders, representatives, and authorized persons to attend the General Meeting.

9.2. Answer questions, detect and handle issues related to shareholder eligibility and other related issues throughout the duration of the General Meeting.

9.3. Report to the General Meeting of Shareholders on the results of the shareholder eligibility verification.

Article 10. Duties of the Vote Counting Board

The Vote Counting Board is a specialized department of the General Meeting of Shareholders; the composition of the Vote Counting Board is nominated by the Chairman and approved by the General Meeting of Shareholders. The Vote Counting Board has the following duties:

10.1. Conduct the counting of voting ballots.

10.2. Report the vote counting results to the General Meeting.

Article 11. Program and working content of the General Meeting

The General Meeting shall discuss and approve the following contents in turn:

1. Report of the Board of Directors for the year 2024 and Operating Plan for the year 2025.
2. Report of the General Director for the year 2024 and plan for the year 2025.

3. Report on the review of operational and financial status in 2024 of the Board of Supervisors and the Operating Plan of the Board of Supervisors in 2025.
4. Proposal of the following contents:
 - 4.1. Approval of the Audited Financial Statements for the year 2024
 - 4.2. Approval of the Profit Distribution Plan for the year 2024
 - 4.3. Approval of the Production and Business Plan for the year 2025
 - 4.4. Remuneration of the Board of Directors and Member of the Board of Supervisors for the year 2025
 - 4.5. Selection of an independent auditing unit to audit the financial statements for the year 2025
 - 4.6. Other contents under the authority of the Annual General Meeting of Shareholders in 2025

Shareholders or groups of shareholders holding 05% of the total number of common shares have the following rights: Proposing issues to be included in the agenda of the General Meeting of Shareholders. The proposal must be in writing and sent to the Company no later than three (03) working days before the opening date, unless the company's charter stipulates otherwise. The proposal must clearly state the shareholder's name, the number of shares of each type of the shareholder, and the issues proposed to be included in the meeting agenda.

Article 12. Speaking at The General Meeting

12.1. Shareholders or authorized representatives attending the meeting must raise their voting cards and obtain the approval of the Chairperson of The General Meeting when speaking. Shareholders or authorized representatives attending the meeting may register the content of their speeches at The General Meeting with the Presidium through The General Meeting secretary by using a question card. When the Chairperson designates someone, that person shall speak. The content of the speech must be concise, focused on the issues to be discussed, and consistent with the agenda of The General Meeting that has been approved.

12.2. The Chairperson will arrange and answer the questions in order, and has the right not to answer overlapping or irrelevant content to ensure the time and quality of the discussion session; and will strip the right to attend The General Meeting when a shareholder intentionally fails to comply with the regulations of The General Meeting, engages in disruptive behavior, causes disorder, or takes actions that directly affect the administration of The General Meeting.

Article 13. Regulations related to voting and counting votes

Voting on the meeting contents will be conducted in the form of direct voting. Shareholders/authorized representatives of shareholders vote on the issue to be consulted by raising their voting cards according to the Chairperson's instructions. The vote counting board will record the number of votes in favor, against, and abstentions to announce the voting results to The General Meeting.

Article 14. Approving the contents of The General Meeting

14.1. Voting on the opening procedures of The General Meeting

The contents of the opening session of The General Meeting that need to be voted on include:

- a. Approval of the Presidium of the General Meeting*
- b. Approval of the Secretariat of the General Meeting*
- c. Approval of the Contents of the General Meeting*
- d. Approval of the Regulations of the General Meeting*

Voting results: The contents of the opening session of The General Meeting are approved if they receive more than 50% of the voting shares in favor out of the total number of shares attending The General Meeting.

14.2. Voting on the Reports and Proposals of The General Meeting:

Voting results: Issues are approved when the number of voting shares in favor of the shareholders attending the meeting and participating in the voting is in accordance with the provisions of the Law on Enterprises No. 59/2020/QH14. Specifically:

For the contents specified in Clause 1, Article 148 of the Law on Enterprises, each content is approved when it receives at least 65% of the voting shares in favor out of the total number of shares attending The General Meeting.

For the remaining contents, each content is approved when it receives at least over 50% of the voting shares in favor out of the total number of shares attending The General Meeting.

14.3. Voting on the closing procedures of The General Meeting:

The contents of the closing session of The General Meeting that need to be voted on include:

- a. Approving the Minutes of The General Meeting;*
- b. Approving the Resolution of The General Meeting;*

Voting results: The contents of the closing session of The General Meeting are approved if they receive more than 50% of the shares in favor out of the total number of shares attending The General Meeting.

14.4. Method of voting on the contents of The General Meeting

According to the form of direct voting specified in this Regulation.

For voting on the procedures for Opening the General Meeting and Closing the General Meeting, voting shall be conducted according to 01 of 02 options: either "Approve" or "Disapprove".

For voting on the Reports and Proposals, shareholders shall vote according to 01 of 03 options: either "Approve" or "Disapprove" or " Abstain".

Article 15. Minutes and Resolution of the General Meeting of Shareholders

15.1. All contents of the General Meeting must be recorded in the Minutes by the Secretariat, read and approved at the General Meeting.

15.2. The Resolution of the General Meeting must be read and approved before the closing of the General Meeting.

CHAPTER III OTHER PROVISIONS

Article 16. Cases Where the General Meeting of Shareholders Fails to Convene

16.1. If the first meeting does not have sufficient conditions to proceed as stipulated in Article 4 of this Regulation, it shall be convened for the second time within thirty (30) days from the date the first meeting is scheduled to open. The second General Meeting of Shareholders shall be conducted when there is a number of shareholders attending the meeting representing at least 33% of the voting shares.

16.2. If the meeting convened for the second time does not have sufficient conditions to proceed as stipulated in Clause 1 of this Article, it shall be convened for the third time within twenty (20) days from the date the second meeting is scheduled to open. In this case, the meeting of the General Meeting of Shareholders shall be conducted regardless of the number of shareholders attending the meeting.

CHAPTER IV IMPLEMENTATION PROVISIONS

Article 17. Effectiveness of the Regulation

This Regulation consists of 4 chapters, 17 articles, approved by the General Meeting of Shareholders of HAIMINH CORPORATION and applied to the annual General Meeting of Shareholders in 2025, taking place on May 8, 2025.

Recipients:

- *The Company's shareholders;*
- *BOD, BoS;*
- *Archived at the Company's Office.*

**ON BEHALF OF THE GENERAL
MEETING OF SHAREHOLDERS
CHAIRMAN OF THE MEETING**