

No: 02/ĐHĐCĐ2018/NQ

Hung Yen, 20th August 2018

MINUTES OF CHECKING SHAREHOLDERS' WRITTEN FEEDBACK CARDS

Pursuant to:

- Enterprise law adopted by the National Assembly of the Socialist Republic of Vietnam on 26th Nov 2014;
- Company charter of Everpia JSC;
- BOD resolution no. 008/2018/HĐQT/NQ dated 11/07/2018 on collecting shareholders' written opinions;
- Written feedback cards and Election cards that Everpia JSC received from shareholders;
- Phiếu lấy ý kiến bằng văn bản và Thẻ bầu cử Công ty Cổ phần Everpia nhận được từ các cổ đông

I. Company's information

- Company's name: EVERPIA JSC
- Headquarter address: Duong Xa, Gia Lam, Hanoi
- Enterprise Registration Certificate no. 0101402121, issued by Business registration division – Hanoi department of Planning and Investment the 1st time on 27th April 2007, 17th amendment on 05th October 2016.

II. Purposes and the issues to collect shareholders' opinions

To create legal foundation for the implementation of the convertible bonds issuance plan approved by the General Shareholders' Meeting at the annual meeting 2018 on April 20th 2018 as well as to ensure the number of Audit Committee's members as regulated in Company Charter, the Board of Directors of Everpia JSC has conducted collecting shareholders' written opinions to put through the following issues:

1. To appoint Ms. Nguyen Le Hoang Yen, representative of the investment fund of RHINOS VIETNAM CONVERTIBLE BOND PRIVATE INVESTMENT FUND NO. 4, as the BOD member for the term of 05 years from appointment date
2. Dismiss the Audit Committee membership of Mr. Choi Hyung Joon as per the resignation letter dated 10th July 2018
3. Elect Mr. Nguyen Dac Huong as the Audit Committee member for the term of 2017-2021 to replace Mr. Choi Hyung Joon.



III. Time and place of vote checking

- Time: 15h00, 20th Auguts 2018
- Place: Branch of Everpia JSC at Tan Quang commune, Van Lam district, Hung Yen province.

IV. Vote checking Board and Monitoring Board Thành phần Kiểm phiếu và Giám sát kiểm phiếu

1. Vote checking Board

- Head of Board: Mr. Yu Sung Dae – BOD member
- Member : Ms. Đinh Thị Thanh Nhân – Planning Senior manager.
- Member : Mr. Trần Tiến Tùng – Planning assistant manager

2. Monitoring Board

- Head of board: Mr. Trương Tuấn Nghĩa – Head of Audit Committee
- Member : Ms. Nguyễn Thị Anh Vân – Shareholder
- Member : Ms. Nguyễn Thị Mơ – Shareholder

3. Legal Representative

- Mr. Lee Jae Eun, BOD Chairman & General Director

4. Secretary

- Ms. Bùi Thanh Huyền – Planning Manager

V. Vote checking result

The Company has sent 1573 letters to collect opinions, including Written Feedback Card and Election card along with full set of materials to the shareholders's addresses according to the closing shareholder list as at 31st July 2018 issued by VSD, represent for 39,547,973 outstanding shares with voting rights (after eliminating the treasury shares of 2,431,800 shares).

The detailed result is as follow:

No	Content	No. of cards	No. of shares	Proportion (%) on total shares with voting rights	Proportion (%) on total attending shares
1	No. of issued cards	1573	39,547,973	100%	
2	Elect Ms. Nguyen Le Hoang Yen as the BOD member for the term of 05 years from appointment date				
2.1	No. of received cards	79	23,434,968	59.26%	
2.1.1	No. of valid cards	79	23,434,968	59.26%	
2.1.2	No. of invalid cards	0	0	0.00%	
2.2	Result				

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No	Content	No. of cards	No. of shares	Proportion (%) on total shares with voting rights	Proportion (%) on total attending shares
2.2.1	Agree	78	23,253,558	58.80%	99.23%
2.2.2	Disagree	1	181,410	0.46%	0.77%
2.2.3	No opinion	0	0	0.00%	0.00%
3	Dismiss the Audit Committee membership of Mr. Choi Hyung Joon				
3.1	No. of received cards	79	23,434,968	59.26%	
3.1.1	No. of valid cards	76	23,251,828	58.79%	
3.1.2	No. of invalid cards	3	183,140	0.46%	
3.2	Result				
3.2.1	Agree	76	23,251,828	58.79%	100%
3.2.2	Disagree	0	0	0.00%	0
3.2.3	No opinion	0	0	0.00%	0
4	Elect Mr. Nguyễn Đức Hường as Audit Committee member				
4.1	No. of received cards	79	23,434,968	59.26%	
4.1.1	No. of valid cards	79	23,434,968	59.26%	
4.1.2	No. of invalid cards	0	0	0.00%	
4.2	Result				
4.2.1	Agree	78	23,253,558	58.80%	99.23%
4.2.2	Disagree	1	181,410	0.46%	0.77%
4.2.3	No opinion	0	0	0.00%	0.00%

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VI. Approval of Minutes and Resolution of General Shareholders' meeting via written opinions

Pursuant to Enterprise law, Company charter of Everpia JSC and the above vote checking result, the General Shareholders have approved the Resolution of General Shareholders' meeting via written opinions.

This minutes has 04 pages, and the appendix of attending shareholders list and their opinions is made, enclosed and approved at 16h00 on the same day.

Head of Vote checking Board



Yu Sung Dae

**BOD Chairman
General Director**



Lee Jae Eun

Ban Giám sát kiểm phiếu / Monitoring board

**Trưởng ban
Head of board**



Trương Tuấn Nghĩa

**Thành viên
Member**



Nguyễn Thị Anh Vân

**Thành viên
Member**



Nguyễn Thị Mơ

