

## MEETING AGENDA

### ANNUAL SHAREHOLDERS' MEETING 2021

TIME	CONTENT	P.I.C
08:30 - 08:45	<b>Welcome guests</b>	<b>Status Verification team</b>
08:45 - 09:00	Report on Shareholder Status Verification	Status Verification team
09:00 - 09:10	Opening the meeting <i>Get approval from Shareholders for Presidium, Secretary and Meeting agenda</i>	MC
09:10 - 09:15	Chairman's Greetings	Chairman
09:15 - 09:45	Report on Business performance 2020 and Action plan 2021	Ms. Dinh Thanh Nhan
09:45 - 10:00	Evaluation report of Board of Directors	Mr. Le Kha Tuyen
10:00 - 10:15	Report of Board of Supervisors	Mr. Truong Tuan Nghia
10:15 - 11:00	<b>Issues for approval</b>	<b>Chairman</b>
	1. Audited financial statements 2020	
	1. Report of Board of Director in ASM	
	2. Report of Audit Committee in ASM	
	4. 2020 Profit Distribution plan - Cash dividend: 10% par value - Management fund: 5% net profit	
	5. Business plan 2021	
	6. Settlement options for the treasury shares purchased before 01/01/2021	
	7. Plan on repurchasing shares	
	8. Approve the resignation of BOD member – Ms. Le Thi Thu Hien	
	9. Approve the amendment of the Company charter	
	10. Approve the new Internal policy on Corporate Governance	
	11. Approve the Operation regulation of Board of Directors, and the Operation regulation of Board of Supervisors	
	12. Approve the list of independent audit firms for Financial statements 2020	
	13. Basic remuneration paid for independent Board of Directors and Board of Supervisors	
11:00 - 11:10	Tea break	
11:10 - 11:15	<b>Approve ASM Resolution and Minutes</b>	<b>Chairman &amp; Secretariat</b>
11:15	Closing the meeting	MC