



Everpia JSC

Head office and factory

Duong xa, Gia Lam District, Hanoi City, Vietnam

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THE SOCIALIST REPUBLIC OF VIETNAM

Independence – Freedom – Happiness

No: 02/DHDCD2021/BB

Hung Yen, 27th Nov. 2021

MINUTES OF CHECKING SHAREHOLDERS' WRITTEN FEEDBACK CARDS

Pursuant to:

- *Enterprise law adopted by the National Assembly of the Socialist Republic of Vietnam on 17th Jun 2020;*
- *Company charter of Everpia JSC;*
- *BOD resolution no.009/2021/HDQT/NQ dated 16/12/2021 on collecting shareholders' written opinions;*
- *Written feedback cards that Everpia JSC received from shareholders;*

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, 18th amendment on 06th April 2020.

II. Purposes and the issues to collect shareholders' opinions

1. Purpose

Collect opinions of shareholders by written to approve Resolutions of the General Meeting of Shareholders of the Company

2. The issues to collect shareholders' opinions

To create legal foundation for treasury share settlement, the Board of Directors of Everpia JSC has conducted collecting shareholders' written opinions to put through the following issues:

- i. Canceling the plan of using treasury shares to pay dividends in shares as approved in Article 6 of Annual Shareholders Meeting Resolution no. 01/DHDCD2021/NQ dated April 23rd, 2021
- ii. Approve the plan on using treasury shares to give to shareholders
- iii. Change Option 2 at Article 6, ASM's resolution no. 01/DHDCD2021/NQ dated Apr. 23rd, 2021 from "issuing shares to employees from treasury shares" into "sell treasury shares to employee"

III. Vote checking Board and Monitoring Board

1. BOD's member

- Mr. Cho Yong Hwan – Chairman

- Mr. Lee Jae Eun – BOD's member / Legal representative
- Mr. Yu Sung Dae – BOD's member
- Mr. Park Sung Jin – BOD's member
- Mr. Lê Khả Tuyên – BOD's member
- Ms. Nguyễn Lê Hoàng Yến – BOD's member

2. Vote checking board

- Head of Board: Mr. Yu Sung Dae – BOD member/ S. Director
- Member : Ms. Nguyen Thi Bao Ngoc – D. Director
- Member : Ms. To Thanh Lam – Planning staff

3. Monitoring Board

- Head of board: Mr. Trương Tuấn Nghĩa – Head of Audit Committee
- Member : Ms. Nguyễn Thị Giang – Shareholder
- Member : Ms. Quách Thị Hồng Phượng – Shareholder

IV. Vote counting result

- The Company has sent 2.289 letters to collect opinions, represent for 38,047,973 outstanding shares with voting rights.

- Total received vote card: 89 vote card, represent for 28.877.634 shares
 - o Number of valid vote card: 88 votes, represent for 28.876.634 shares
 - o Number of invalid vote card: 01 votes, represent for 1.000 shares
- Total number of votes is not sent back: 2.200 vote card, represent for 9.170.339 shares

Written feedback cards are sent to the Company as specified in Regulation on consulting written opinion of shareholders which have been announced and sent to the Company's shareholders. List of shareholders who vote is attached to this Minutes.

The detailed result is as follow:

1. Canceling the plan of using treasury shares to pay dividends in shares as approved in Article 6 of Annual Shareholders Meeting Resolution no. 01/DHĐCD2021/NQ dated April 23rd, 2021

Voting result as below:

	No. of cards	No. of shares	Proportion (%)
No. of issued cards	2.289	38.047.973	100%
<i>Agree</i>	72	28.735.394	75.52%
<i>Disagree</i>	9	108.440	0.29%
<i>No opinion</i>	7	32.800	0.09%

2. Approve the plan on using treasury shares to give to shareholders

Voting result as below:

	No. of cards	No. of shares	Proportion (%)
No. of issued cards	2.289	38.047.973	100%
Agree	87	28.868.534	75.87%
Disagree	1	8.100	0.02%
No opinion	0	0	0%

3. Change Option 2 at Article 6, ASM's resolution no. 01/DHDCĐ2021/NQ dated Apr. 23rd, 2021 from "issuing shares to employees from treasury shares" into "sell treasury shares to employee"

Voting result as below:

	No. of cards	No. of shares	Proportion (%)
No. of issued cards	2.289	38.047.973	100%
Agree	72	28.592.264	75.15%
Disagree	13	280.970	0.74%
No opinion	3	3.400	0.01%

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 10h00 on the same day.

All members understand and agree with the content of the Minutes. This minutes is published on the company's website

MEMBERS OF VOTE COUNTING BOARD AND MONITORING BOARD

Member of VCB

Member of VCB

Member of MB
(Shareholder)

Member of MB
(Shareholder)






Nguyễn Thị Bảo Ngọc

Tô Thanh Lâm

Quách Thị Hồng Phượng

Nguyễn Thị Giang

HEAD OF VOTE COUNTING BOARD
BOD's member/ S.Director



Yu Sung Dae

HEAD OF MONITORING BOARD
Head of Audit Committee



Trương Tuấn nghĩa

LEGAL REPRESENTATIVE
BOD's member/ General Director



Lee Jae Eun

Pp BOARD OF DIRECTORS
Chairman



Cho Yong Hwan

OTHER BOD'S MEMBERS

BOD's member



Park Sung Jin

BOD's member



Lê Khả Tuyên

BOD's member



Nguyễn Lê Hoàng Yến

