



Hung Yên, 24th April 2024

ELECTION REGULATION

ANNUAL SHAREHOLDERS MEETING

Pursuant to:

- *Law on Enterprise adopted by National Assembly of Socialist Republic of Vietnam on 17th June 2020;*
- *Charter of Everpia JSC.*

Article 1. Ballots and invalid ballots

Ballots and record ballots:

- Ballots are in the same form and have the number of voting rights according to the shareholder code;
- Shareholders or attorneys are issued ballots according to the shareholder code (under the ownership or authorized);
- In case the ballot is wrongly recorded, the Board of Election Inspectors will replace it by a new one;
- Shareholders have to record the number of voting rights for each candidate in the respective blank themselves. In case of valid authorization (having PoA), the attorneys have sufficient voting rights.

Invalid ballots:

- Those which do not follow the stipulated form of the company and do not have the stamp of the company on them;
- Those which are erased, edited, recorded more detailed or wrong names or names which are outside the list of candidates approved by the Shareholders Meeting before the ballot;
- Those on which the total number of voting rights recorded for the candidates exceeds the total number of voting rights under the ownership of / authorized to the shareholders.

Article 2. Election method

- Voting is done by secret ballot;
- Each shareholder has the total number of voting rights equivalent to the number of shares with the voting rights (*under the ownership or authorized*) multiplied with the number of members which need to be elected.

Article 3. Principles of Election and Vote counting

- The Board of Election Inspectors checks the ballot-box with the witness of Shareholders Meeting;



- The election begins when the ballot issue finishes and ends when the last shareholder puts the ballot into the box;
- Vote counting is carried out immediately after the election ends;
- The election result is reported in writing and announced before the Shareholders Meeting.

Article 4. Principles of accumulative voting and being the winner of election

- Winners are chosen by the number of voting rights from the highest until getting enough members.
- In case of selecting between two candidates with equal voting ratio:
 - If the candidates are shareholders, the candidate who holds more shares will be preferred.
 - If the candidates are not Shareholders, the candidate who represents the group of shareholders with the larger number of shares will be prioritized to be selected.

Article 5: Make and announce the report of vote counting

After counting the vote, the Board of Election Inspectors has to make the report of vote counting including the following contents:

- Total number of shareholders attending the Shareholders Meeting;
- Total number of shareholders participating in the election;
- Proportion of the voting rights of the shareholders participating in the election to the voting rights of the shareholders attending the meeting (according to the method of accumulative voting);
- Number and proportion of valid ballots, invalid ballots and blank ballots;
- Number and proportion of voting rights for each candidate.

The report of vote counting will be announced in full before the Shareholders Meeting.

Article 6: Complaint

Complaints about the election and vote counting will be settled by the Chairman and recorded in the Minutes of Shareholders Meeting.

This regulation includes 6 articles approved by the Shareholders Meeting.



**On behalf of BOARD OF DIRECTOR
CHAIRMAN**

CHO YONG HWAN