



SAIGON SHIPPING JOINT STOCK COMPANY

Head Office: 9 Nguyen Cong Tru Street, Saigon Ward, Ho Chi Minh City

Enterprise Registration Certificate No.: 0300424088

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AGENDA

2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

I. Time and Venue:

- **Time:** 8:30 AM, Thursday, October 30, 2025
- **Venue:** Vien Dong Hotel – 275A Pham Ngu Lao Street, Ben Thanh Ward, Ho Chi Minh City

II. AGENDA DETAILS:

Time (estimated)	Content
8:00 – 8:45	Registration and Verification of Shareholders' Eligibility: <ul style="list-style-type: none">• Welcome delegates and shareholders;• Verify shareholders' eligibility, issue voting cards and meeting documents.
9:00 – 9:15	Opening Session: <ul style="list-style-type: none">• Approval of the Report on verification of shareholders' eligibility to attend the Meeting;• Opening remarks and introduction of delegates;• Approval of the list of the Presidium; invitation for the Presidium to take their seats;• The Chairperson introduces and seeks approval for the Secretariat and the Vote Counting Committee;• Approval of the Rules of Order and Voting Regulations of the Meeting;• Approval of the Meeting Agenda;
9:15 – 09:45	Agenda – Part 1: <ul style="list-style-type: none">• Submission from the Board of Directors (BOD) for approval of the audited financial statements for 2021, 2022, 2023, and 2024;• Submission from the BOD for approval of remuneration for the BOD, Supervisory Board (SB), and salary funds for management and employees for 2021, 2022, 2023, and 2024;• Submission from the BOD regarding the cancellation of Article 6 of Resolution No. 01/NQ-ĐHĐCĐ-SSC dated April 28, 2021 on the capital plan and funding sources for the “Warehouse Upgrading and Expansion” investment project;• Submission from the BOD for approval of the profit distribution plan and appropriation/use of funds for 2021–2024;• Submission from the Supervisory Board for the selection of an independent auditor to review/audit the 2025 financial statements.

Time (estimated)	Content
9:45 – 10:30	Agenda – Part 2: <ul style="list-style-type: none"> • Dismissal of a Supervisory Board member for the 2021–2026 term; • Election of members to the BOD and SB; • The BOD elects the Chairman and Vice Chairman; • Report from the Executive Board on 2024 business results and 2025 business plan; • Submission from the BOD for approval of business plans for 2022–2025; • Submission from the BOD for approval of remuneration for the BOD, SB, and salary funds for management and employees for 2025; • Submission from the BOD for approval of the profit distribution and fund appropriation plan for 2025; • Submission from the BOD for approval of the BOD activity reports for 2021–2024; • Supervisory Board activity reports for 2021–2024.
10:30 – 10:50	Discussion session
10:50 – 11:15	Instructions and implementation of voting on the issues presented at the Meeting
11:15 – 11:30	Break
11:30 – 11:40	Announcement of voting results
11:40 – 11:50	The Secretariat reads the draft Minutes and Resolution of the AGM; The Meeting approves the Minutes of the AGM.
11:50 – 12:00	Closing remarks and adjournment of the Meeting.

WORKING AND VOTING REGULATIONS

AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

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To ensure the successful organization of the 2025 Annual General Meeting of Shareholders (AGM) of Saigon Shipping Joint Stock Company, the Board of Directors has developed the following working and voting regulations for approval by the General Meeting of Shareholders.

I. PURPOSE

To ensure proper order, conduct, and voting principles during the AGM of Saigon Shipping Joint Stock Company, in compliance with the law and to guarantee a successful meeting.

All Resolutions of the AGM shall represent the unified will of the shareholders, reflecting their rights and interests in accordance with applicable laws.

II. SUBJECTS AND SCOPE OF APPLICATION

Applicable to: All shareholders, authorized representatives of shareholders, and invited guests attending the AGM of Saigon Shipping Joint Stock Company must comply with these regulations, the Company's Charter, and current legal provisions.

Scope of application: These regulations apply to the organization and operation of the 2025 Annual General Meeting of Shareholders.

III. DEFINITIONS AND ABBREVIATIONS

Company: Saigon Shipping Joint Stock Company

BOD: Board of Directors

SB: Supervisory Board

OC: Organizing Committee

AGM: Annual General Meeting of Shareholders

Delegate: Shareholder or authorized representative

Meeting: General Meeting of Shareholders session

IV. REGULATIONS

The meeting shall be conducted when the attending delegates represent at least 51% of the total voting shares. If the first meeting does not reach the quorum, the second or third meetings will be convened as prescribed in the Company's Charter.

Shareholders whose names appear in the list of shareholders with voting rights as of the record date are entitled to attend or authorize representatives.

Invited guests may attend the meeting but shall not participate in discussions unless invited by the Chairperson.

Rules of Conduct for Delegates

Delegates must arrive on time, dress appropriately, comply with security checks, and maintain order and discipline during the meeting.

Latecomers may still register and participate but cannot affect prior voting results.

Mobile phones must be on silent or turned off inside the meeting room.

Presidium and Chairperson

The Presidium consists of the Chairperson and members. The Chairperson of the BOD presides over the meeting or authorizes another BOD member to do so.

If the Chairperson is absent or unable to perform duties, the remaining BOD members shall elect one among them to act as Chairperson by majority vote.

Secretary of the Meeting

The Chairperson shall appoint one or more persons as Secretary, responsible for recording, preparing minutes, and drafting resolutions.

Vote Counting Committee

The AGM elects a Vote Counting Committee of 1 to 3 members who are not candidates for the BOD or SB and are not related parties to those candidates.

The Committee is responsible for collecting, counting, and reporting all voting and election results.

Voting Principles and Methods

All matters in the agenda must be discussed and voted publicly at the meeting. Voting shall be conducted by raising voting cards or filling in ballots.

Each share equals one vote. Voting cards and ballots are issued with the Company's seal and indicate the delegate's full name and voting rights.

Voting forms include: (1) by raising cards, and (2) by filling out the written ballot depending on the agenda item.

Validity of Ballots

Valid ballots must be printed by the Organizing Committee, sealed by the Company, and free of erasures or unauthorized additions.

Invalid ballots include those without signatures, missing names, altered, or not following the official format.

Voting Rules

Each common share represents one voting right. The AGM's resolutions are approved when at least 65% of attending shareholders agree, unless otherwise provided in the Company's Charter.

Vote Counting and Reporting

The Vote Counting Committee shall collect, check, and summarize the votes, then report the results to the AGM.

Elections

The election of BOD and SB members shall comply with the regulations on nomination, candidacy, and election for the 2021–2026 term approved by the AGM.

Minutes and Resolutions

All meeting contents shall be recorded in the Minutes by the Secretary and approved before the meeting closes.

Implementation

All delegates, representatives, and guests must strictly comply with these regulations, the Company's internal rules, and the law.

The convener of the AGM has the right to request compliance with security measures and to remove individuals who disrupt order or refuse to follow the Chairperson's direction.

Matters not covered in these regulations shall follow the Company's Charter and the Law on Enterprises 2020.

These regulations take effect immediately upon approval by the General Meeting of Shareholders.

Recipients:

- General Meeting of Shareholders
- Members of the BOD, Executive Board, and Supervisory Board
- Information Disclosure Officer
- Archives: Office

ON BEHALF OF THE GENERAL MEETING OF SHAREHOLDERS

CHAIRPERSON