

DRAFT

Hanoi, June 30, 20 26

**REGULATION**  
**ORGANIZATION OF THE ANNUAL GENERAL MEETING OF**  
**SHAREHOLDERS IN 2026**  
**OF DUA FAT GROUP JOINT STOCK COMPANY**

**CHAPTER I**  
**GENERAL PROVISIONS**

**Article 1. Scope of application**

The Regulation on the organization of the General Meeting of Shareholders is used for the organization of the Annual General Meeting of Shareholders in 2026 of Dua Fat Group Joint Stock Company (hereinafter referred to as the Company).

**Article 2.** This Regulation specifies the rights and obligations of the parties participating in the Congress, conditions and procedures for conducting the Congress.

**Article 3.** Neck East and the participating parties shall comply with the provisions of this Regulation.

**CHAPTER II**  
**RIGHTS AND OBLIGATIONS OF PARTIES PARTICIPATING IN THE**  
**GENERAL MEETING**

**Article 4. Rights and obligations of ordinary shareholders**

**4.1. Eligibility**

Shareholders are legal representatives, natural persons or shareholders' representatives, a group of shareholders who own voting shares of the Company on the closing date of the list of shareholders ( 08/06/2026) are entitled to participate in the 202 Annual General Meeting of Shareholders6.

**4.2. Rights of eligible shareholders when attending the General Meeting**

- a. To vote on all matters under the jurisdiction of the General Meeting of Shareholders according to the decision of the charter.
- b. To authorize in writing their representatives to attend and vote at the General Meeting of Shareholders on their behalf.
- c. The Organizing Committee of the Congress will publicly announce: the entire content of the Congress program. All eligible shareholders may participate in the opinion directly or through their authorized representatives. All participating opinions were discussed at the General Meeting of Shareholders.
- d. At the General Meeting of Shareholders, each shareholder and shareholder

representative when attending the General Meeting of Shareholders must bring:

- Invitation to meetings;
- Power of attorney and a copy of the CCCD of the authorizer in case of being authorized to attend the Congress (The power of attorney must contain the main contents according to the form issued by Dua Fat);
- Citizen ID/Passport/copy of Business Registration Certificate;

*(In case the shareholder is an individual, the Power of Attorney must be signed by that shareholder. In case the shareholder is a legal entity/organization, the Power of Attorney must be stamped and signed by the legal representative of such legal entity/organization).*

Shareholders and shareholders' representatives shall present the above documents to the Shareholder Eligibility Examination Committee and receive one (01) voting card, one (01) opinion poll (on the ballots with the shareholder code, voting content and number of voting votes), one (01) vote for members of the Supervisory Board, one (01) vote for election of members of the Board of Directors. The voting value held by such shareholders or representatives corresponds to the ratio of the number of voting shares that such shareholders own or represent according to the registration to attend the General Meeting to the total number of votes of all shareholders attending and voting at the meeting.

- e. Shareholders and shareholder representatives when attending the General Meeting of Shareholders after hearing the report on the contents to be approved will discuss and approve each part by voting.
- f. Shareholders who arrive late at the General Meeting have the right to register immediately, then have the right to participate and vote right at the General Meeting, but the Chairman is not responsible for stopping the General Meeting to allow them to register and the validity of the votes that have been conducted will not be affected.

#### **4.3. Obligations of ordinary shareholders when attending the General Meeting**

- a. Participate in or authorize to participate in the General Meeting of Shareholders according to the Company's charter.
- b. Shareholders attending the General Meeting must obtain the consent of the Chairman, make a brief speech and focus on the key contents to be discussed, in accordance with the approved program of the General Meeting. Issues that have been spoken by the previous person are not restated to avoid duplication. Shareholders attending the General Meeting can also write the contents in the questionnaire and transfer it to the Secretariat of the General Meeting.
- c. Shareholders or shareholder representatives when attending the meeting must complete the procedures for registering to attend the General Meeting with the Organizing Committee of the General Meeting.
- d. Strictly abide by the rules at the General Meeting of Shareholders, respect the results of work at the General Meeting.

**Article 5. Rights and obligations of the Shareholder Eligibility Examination Committee to attend the General Meeting**

The Shareholder Eligibility Examination Committee attends the General Meeting of Shareholders established by the Board of Directors. The Shareholder Eligibility Examination Committee to attend the General Meeting shall receive papers from shareholders attending the meeting; Distributing documents and voting cards, poll papers and ballot papers; Report to the General Meeting on the results of the examination of shareholder eligibility to attend the General Meeting.

**Article 6. Rights and obligations of the presidium and presidium**

6.1. The Chairman of the Board of Directors (BOD) is the chairman of the General Meeting.

6.2. The chairman of the meeting nominates the Presidium and the Vote Counting Committee for approval by the Congress.

6.3. The Chairman's decision on the order, procedures or events arising outside the program of the General Meeting of Shareholders will be highly judgmental.

6.4. Without consulting the General Meeting, the Chairman of the General Meeting of Shareholders may at any time postpone the General Meeting of Shareholders to another time and at another location decided by the Chairman if he finds that:

- a. The conduct of the persons present obstructs or is likely to obstruct the orderly course of the meeting or;
- b. The delay is necessary for the work of the General Assembly to proceed validly.

6.5. The Presidium is elected at the Congress and has the following tasks:

- a. Administer the activities of the Congress according to the program approved by the Congress; Carry out the necessary work for the General Meeting of Shareholders to take place in an orderly manner, reflecting the wishes of the majority of shareholders attending.
- b. Guiding the delegates and the Congress to discuss;
- c. Submit the draft and necessary contents for the Congress to vote;
- d. Answer the issues requested by the Congress;
- e. Solve problems arising during the Congress.

**Article 7. Rights and obligations of the Secretariat of the Congress**

7.1. The Chairman introduced the Secretariat of the Congress.

7.2. The Secretariat shall perform the assistance tasks as assigned by the Presidium, including:

- Fully and honestly record the contents of the Congress.
- Assist the Presidium in announcing the draft Minutes and Resolutions of the General Meeting and the Presidium's notice to shareholders when requested.
- Receive questionnaires from shareholders through the Presidium Assisting Team.

**Article 8. Permissions and obligations of the Vote Counting Committee**

- 8.1. The Vote Counting Committee is nominated by the Chairman of the General Meeting and approved by the General Meeting of Shareholders. Members of the Vote Counting Committee may be shareholders of the Company.
- 8.2. The Vote Counting Committee has the following tasks:
  - Introducing the content and method of recording opinion polls and election ballots;
  - Supervise the voting of shareholders at the General Meeting;
  - Checking the Voting Cards/Opinion Poll when approving the issues put forward to the General Meeting of Shareholders for approval;
  - Counting the votes for the election of members of the Supervisory Board and the votes for the election of members of the Board of Directors;
  - Notify the results to the Chairperson, the Secretariat of the Congress and announce the voting/election results before the Congress;
  - Take responsibility for the truthfulness and accuracy of vote counting results.

### **CHAPTER III**

#### **CONDUCTING THE CONGRESS**

#### **Article 9. Conditions for conducting the Congress**

- 9.1. The General Meeting of Shareholders shall be held when the number of shareholders attending the meeting represents more than fifty percent (50%) of the total votes according to the list of shareholders closed on 08/06/2026.
- 9.2. In case the first meeting is insufficient for more than 50% (fifty percent) of the total number of votes, the notice of invitation to the second meeting must be sent within 30 days from the date of the intended first meeting. The second General Meeting of Shareholders shall be held when the number of shareholders attending the meeting represents at least 33% (thirty-three percent) of the total number of votes according to the list of shareholders of the Company closed by the Vietnam Securities Depository and Clearing Corporation on 08/06/2026.
- 9.3. In case the second convened meeting is not eligible to be held as prescribed, the notice of invitation to the third meeting must be sent within 20 days from the date of the intended second meeting. The third General Meeting of Shareholders is conducted regardless of the total number of votes cast by shareholders attending the meeting.

#### **Article 10. Order of the Congress**

- All shareholders attending the General Meeting are dressed properly.
- When entering the General Meeting room, shareholders must sit in the right position or area specified by the Organizing Committee of the General Meeting. Comply with the management of the Chairman and the Organizing Committee of the Congress.
- Do not smoke in the Congress room.

- Do not talk privately, do not use mobile phones during the Congress. Mobile phones must be turned off or not ringing.

### **Article 11. How to conduct the congress**

11.1. The General Meeting will take turns discussing and approving the contents: according to the contents sent to shareholders.

11.2. Voting at the General Meeting

- Each shareholder attending the General Meeting of Shareholders is given 01 voting card (Blue) and 01 opinion poll (Yellow), on which the shareholder code and the number of voting votes held by that shareholder are written. All contents in the program of the General Meeting must be approved by collecting the voting opinions of all shareholders attending the General Meeting by Voting Cards/Opinion Poll Papers.
- **Voting card:** printed on **blue paper**, used to vote through the following contents:
  - ✓ Through the Presidium;
  - ✓ Approving the composition of the Vote Counting Committee;
  - ✓ Approving the Program of the Congress;
  - ✓ Approving the Regulation on organizing the Congress;
  - ✓ Approving the Report on the dismissal and election of additional members of the Board of Directors, Supervisory Board;
  - ✓ Approving the Regulation on the election of members of the Board of Directors and the Supervisory Board at the General Meeting;
  - ✓ Approve the contents of the Minutes, Resolutions of the General Meeting of Shareholders and approve other issues at the request of the Chairman.

Shareholders are only allowed to use the Voting Card to approve once for a specific content. Shareholders raise their voting cards every time *they approve, disapprove or have no opinion* on each issue to be consulted. This voting card is used when shareholders want to express their opinions and when the Chairman proposes to vote to approve the above-mentioned issues.

- **Opinion poll:** printed on **yellow paper**, used to vote on the following main contents:
  - ✓ Report on the activities of the Board of Directors in 2025 and the plan for 2026;
  - ✓ Report on production and business activities of the Board of Directors in 2025 and plan for 2026;
  - ✓ Report on the activities of the Supervisory Board in 2025 and the operation plan in 2026;
  - ✓ Proposal for approval of the audited 2025 Financial Statements;
  - ✓ Submission for approval of the 2025 Report on payment of salaries, bonuses and remuneration and the 2026 payment plan of the Board of Directors, the Supervisory Board, the Board of General Directors and the Chief Accountant;
  - ✓ Proposal for selection of an auditor for financial statements in 2026;

- ✓ Proposal on profit distribution in 2025 and plan for 2026;
- ✓ Other matters fall under the jurisdiction of the General Meeting of Shareholders.

For the Opinion Poll, each issue on the Voting Form has 3 blank boxes showing the content of Approval, Disapproval and No Opinion. Invalid voting content is content that has no voting status or has more than 1 voting status. At that time, the remaining voting contents are still valid and still counted in the vote counting results.

#### **Article 12. Approval of the Decision of the General Meeting of Shareholders**

The Resolutions of the General Meeting of Shareholders are adopted in accordance with the provisions of the Company's Charter and the current Law on Enterprises.

### **CHAPTER IV**

#### **END OF THE CONGRESS**

#### **Article 13. Minutes of the General Meeting of Shareholders**

All contents at the General Meeting of Shareholders must be recorded by the Secretary of the General Meeting in the Company's minutes book. The minutes and resolutions of the meeting shall be read and approved before the closing of the meeting and shall be kept in the Company's minutes book.

### **CHAPTER V**

#### **IMPLEMENTATION PROVISIONS**

**Article 14.** This Regulation consists of 5 chapters and 14 articles, which are read publicly before the General Meeting of Shareholders and take effect immediately after being voted and approved by the Annual General Meeting of Shareholders in 2026.

***Recipients:***

- As above;
- Save the VT, THE BOARD OF DIRECTORS, TCHC.

**TM. BOARD  
CHAIRMAN**

**LE DUY HUNG**

