

Kính gửi: Sở giao dịch chứng khoán Hà Nội/ Ha Noi Stock Exchange.

Tên tổ chức/ Organization name: Công ty cổ phần Viglacera Hạ Long/ Viglacera Ha Long joint stock company.

- Mã chứng khoán/ Security Symbol: **VHL**.
- Địa chỉ trụ sở: Khu 2, Đường An Tiêm, Phường Hà Khẩu, Tp Hạ Long, Tỉnh Quảng Ninh/ Zone 2, An Tiem Street, Ward Ha Khau, Ha Long City, Quang Ninh province.
- Điện thoại/ Telephone: 02033.840.560.
- Fax: 02033.846.577.
- Người thực hiện công bố thông tin/Submitted by: **ĐINH THỊ THU HẰNG**.
- Chức vụ/Position: Kế toán trưởng/Chief Accountant.
- Loại thông tin công bố: Định kỳ Bất thường 24h Theo yêu cầu
Information Disclosure type: Periodic Irregular 24hours On demand

Nội dung thông tin công bố(*)/ Content of information disclosure (*):

Công ty cổ phần Viglacera Hạ Long công bố bổ sung tài liệu họp đại hội đồng cổ đông thường niên năm 2025 (chi tiết đính kèm)/ *Viglacera Ha Long Joint Stock Company announces the supplementary materials for the 2025 Annual General Meeting of Shareholders (details attached).*

Thông tin này đã được công bố trên trang thông tin điện tử của Công ty vào ngày 17/3/2025, tại Website: www.viglacerahalong.vn mục tin tức/ quan hệ cổ đông.

This information was disclosed on company website on date 17th, March, 2025, Available at www.viglacerahalong.vn item news/ Investor Relations.

Tôi cam kết các thông tin công bố trên đây là đúng sự thật và hoàn toàn chịu trách nhiệm trước Pháp luật về nội dung các thông tin đã công bố.

I declare that all information provided in this paper is true and accurate. I shall be legally responsible for any misrepresentation.

***Tài liệu đính kèm/ Attachment:**

- Dự thảo chương trình họp/Draft meeting agenda
- Dự thảo tờ trình/Draft proposal
- Phiếu biểu quyết/Voting ballot
- Dự thảo biên bản/Draft minutes
- Dự thảo nghị quyết đại hội/Draft resolution of the General Meeting
- Quy chế bầu cử bổ sung thành viên HĐQT/Election regulations for additional members of the Board of Directors
- Mẫu đơn đề cử HĐQT (Cá nhân, tổ chức)/ Nomination form for the Board of Directors (individual, organization)
- Mẫu đơn ứng cử HĐQT/Application form for the Board of Directors
- Văn bản cam kết ứng cử viên HĐQT/Commitment letter for Board of Directors candidates
- Sơ yếu lý lịch Ông Tài, Thuận, Tâm/Curriculum Vitae of Mr. Tài, Thuận, Tâm

CÔNG TY CỔ PHẦN VIGLACERA HẠ LONG
VIGLACERA HA LONG JOINT STOCK COMPANY
NGƯỜI C B T T / INFORMATION DESCLOSURE



Đinh Thị Thu Hằng

Schedule	Implementation Details	Responsible Parties
	Meeting.	Secretary
	<ul style="list-style-type: none"> • Voting on the approval of the Minutes and Resolutions of the General Meeting. 	Presidium
	<ul style="list-style-type: none"> • Closing remarks. 	Organizing Committee

Ha Long,, 2025

DRAFT

PROPOSAL

ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025
VIGLACERA HA LONG JOINT STOCK COMPANY

**CÔNG
TY CỔ
PHẦN
VIGLAC
ERA HA
LONG**

Digitally signed by
CÔNG TY CỔ PHẦN
VIGLACERA HA LONG
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CÔNG TY CỔ PHẦN
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Pursuant to the Securities Law No. 54/2019/QH14 dated November 26, 2019;

Pursuant to the Enterprise Law No. 59/2020/QH14 dated June 17, 2020;

Pursuant to the current Charter of Organization and Operation of Viglacera Ha Long Joint Stock Company,

The Board of Directors (BOD) respectfully submits to the Annual General Meeting of Shareholders (AGM) 2025 for approval of the following matters:

1. Approval of the reports of the Board of Directors, the Executive Board, and the Supervisory Board.

2. Approval of the business performance results and the 2024 financial statements audited by Deloitte Vietnam Co., Ltd., with key indicators as follows:

No.	Indicator	Unit	2024 Plan	2024 Actual
1	Consolidated Revenue	VND million	1.232.422	1.148.292
2	Consolidated Profit Before Tax	VND million	-50.067	-60.826

3. Approval of the Profit Distribution Plan for 2024 (Parent Company)

Based on the 2024 business performance results, with the after-tax profit according to the separate financial statements amounting to VND -65,586,974,953, the Board of Directors submits to the General Meeting of Shareholders for approval the non-distribution of after-tax profit for 2024 by the Parent Company. Specifically:

+ Dividend payment and fund allocation: Not implemented.

Payment of remuneration to the Board of Directors and Supervisory Board: Not implemented.

4. Approval of the 2025 Business

Based on the targets and plans assigned by Viglacera Corporation - JSC (under Decision No. 493/TCT-KHĐT dated December 25, 2024), the Board of Directors submits to the Annual General Meeting of Shareholders for approval the 2025 business and investment plan of Viglacera Ha Long Joint Stock Company as follows:

- Consolidated revenue: VND 1,249 billion

Consolidated profit before tax: VND 1,55 billion

Remuneration for the Board of Directors, Supervisory Board, and dividend distribution for 2025: The Board of Directors will report to the General Meeting of Shareholders for consideration and decision based on the actual business performance in 2025.

5. Approval of Amendments to the Company's Charter

The Board of Directors (BOD) submits to the Annual General Meeting of Shareholders (AGM) for consideration and approval of updates and amendments to the Company's Charter

(Article 26, Article 35) to further enhance the effectiveness of corporate governance and operations, in line with the current situation and the company's long-term development objectives. Specifically:

- Amendment to Clause 1, Article 26: Change “The number of Board of Directors members is 7” to “The number of Board of Directors members is 5.”

- Amendment to Clause 1, Article 35: Change “The Board of Directors appoints one (01) Board member as the General Director” to “The Board of Directors appoints a member of the Board or hires an external individual as the General Director.”

6. Approval of the Dismissal of Board of Directors Members

The Board of Directors submits to the General Meeting of Shareholders for consideration and approval of the dismissal of the following Board members: Mr. Tran Hong Quang; Mr. Nham Sy Tien; Mr. Tran Thanh; Mr. Ngo Thanh Tung (who have submitted resignation letters).

7. Election of Additional Board of Directors Members (Term 2022-2027)

To ensure compliance with state regulations, the Company’s Charter, and to maintain effective corporate governance and business operations management at Viglacera Ha Long Joint Stock Company, the Board of Directors (BOD) respectfully submits to the General Meeting of Shareholders (GMS) for consideration and approval of the election of additional BOD members, as follows:

7.1. Number of Additional Board of Directors Members to be Elected: 03 members, including at least 01 independent member.

7.2. List of Candidates

The list of candidates has been nominated by shareholders, shareholder groups, or self-nominated in accordance with the prevailing laws and the Charter of Viglacera Ha Long Joint Stock Company. As of the date of the General Meeting, the Board of Directors has received the following nominations:

+ Mr. Quach Huu Thuan, born in [Year], Deputy General Director of Viglacera Corporation - JSC.

+ Mr. Dang Minh Tam, Director of Viglacera Packaging and Brake Pad Joint Stock Company.

+ Mr. Le Duc Tai, Deputy General Director of Viglacera Tile Trading Joint Stock Company.

7.3. Election Process

The election of additional Board of Directors members shall be conducted in accordance with the Election Regulations approved by the General Meeting of Shareholders (GMS) and in full compliance with the prevailing laws (details are provided in the Election Regulations attached to the documents sent to shareholders attending the meeting).

8. The Board of Directors of the Company reports and submits to the General Meeting of Shareholders for approval the implementation results of contracts and transactions in 2024 and the policy on entering into contracts and transactions for the purchase and sale of products, materials, goods, and services between the Company and its subsidiaries, affiliated companies, and units under Viglacera Corporation in 2025, specifically as follows:

- Approval of the contract performance results for 2024, with total sales to Viglacera Ha Long Trading Limited Company amounting to VND 399,500,230,463 (exclusive of VAT).

- Approval of the policy to continue entering into contracts and transactions for the purchase, sale, and consumption of products with Viglacera Ha Long Trading One Member Limited Company (a subsidiary) in 2025, based on the objectives and business production plan for 2025 assigned by Viglacera Corporation; as well as other contracts and transactions for the purchase and sale of materials, goods, and services between the Company and its subsidiaries, affiliated companies, and member units under Viglacera Corporation in 2025.

9. Selection of the Auditor for the 2025 Financial Statements

Approval of authorizing the Board of Directors to select the auditing firm for the 2025 financial statements from the list of auditing firms approved by the State Securities Commission of Vietnam (based on the recommendation of the Supervisory Board).

The above is the submission of the Board of Directors regarding the matters to be voted on at the 2025 Annual General Meeting of Shareholders, respectfully submitted for approval.

Recipients:

- *2025 Annual General Meeting of Shareholders;*
- *Members of the Board of Directors and Executive Board;*
- *Members of the Supervisory Board;*
- *Office records and Company Secretary.*

**ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN OF THE BOARD
*(Signed and sealed)***

NGUYEN DUC LUYEN

VIGLACERA HA LONG JOINT STOCK COMPANY

Address: Zone 2, An Tiem Area, Ha Khau Ward, Ha Long City, Quang Ninh Province

Telephone: 0203-3840560 *** Fax: 0203-3846577 *** Website: www.viglacerahalong.vn

....., day month year 2025

BALLOT**AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

Shareholder/Organization Name : _____

Contact Address : _____

Number of Owned Shares : _____ Shares

Number of Authorized Shares : _____ Shares

Total Voting Shares : _____ Shares

After reviewing and considering the discussion contents presented in the Proposal of the Board of Directors of Viglacera Ha Long Joint Stock Company at the 2025 Annual General Meeting of Shareholders, I/We cast our votes on the following matters as follows:

No.	Voting Contents	Voting Opinion		
		Agree	Disagree	No Opinion
1	Approval of the amendment to the Company's Articles of Association	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Approval of the dismissal of a member of the Board of Directors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Approval of reports, including the reports of the Board of Directors, Executive Board, and Supervisory Board.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Approval of the 2024 business performance results and audited financial statements, audited by Deloitte Vietnam Co., Ltd.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Approval of the 2024 post-tax profit distribution plan (Parent Company).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Approval of the 2025 business plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Approval the implementation results of contracts and transactions in 2024 and the policy on entering into contracts and transactions for the purchase and sale of products, materials, goods, and services between the Company and its subsidiaries, affiliated companies, and units under Viglacera Corporation in 2025	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Approval of the selection of the auditing firm for the 2025 financial statements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Shareholders are kindly requested to mark "X" in one of the voting options: "Agree," "Disagree," or "No Opinion."

SHAREHOLDER CONFIRMATION

(Sign and write full name, affix seal if applicable)

DRAFT

MEETING MINUTES
2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
VIGLACERA HA LONG JOINT STOCK COMPANY

On, 2025, at the headquarters of Viglacera Ha Long Joint Stock Company (Zone 2, An Tiem Street, Ha Khau Ward, Ha Long City, Quang Ninh Province), the 2025 Annual General Meeting of Shareholders (“the General Meeting”) of Viglacera Ha Long Joint Stock Company was convened.

Company Name: **Viglacera Ha Long Joint Stock Company**

Address: Zone 2, An Tiem Street, Ha Khau Ward, Ha Long City, Quang Ninh Province

Phone: 0203.3840560 *** Fax: 0203.3846577

Business Registration Certificate: No. 5700101147, issued on January 3, 2023 (19th amendment), registered at Quang Ninh Department of Planning and Investment.

Meeting Venue: Headquarters of Viglacera Ha Long Joint Stock Company, Khu 2, An Tiem Street, Ha Khau Ward, Ha Long City, Quang Ninh Province.

Meeting Time: At AM/PM, on, 2025.

A. OPENING CEREMONY OF THE GENERAL MEETING

I. PARTICIPANTS

- Delegates.....

- Board of Directors, Supervisory Board, and Executive Board of Viglacera Ha Long Joint Stock Company.

Shareholders and shareholder representatives of Viglacera Ha Long Joint Stock Company

II. LEGALITY AND VALIDITY OF THE GENERAL MEETING

Mr./Ms., on behalf of the Shareholder Eligibility Verification Committee, announced the Shareholder Eligibility Verification Report and the legality and validity of the General Meeting as follows:

- The total number of shareholders and shareholder representatives present at the meeting is shareholders, representing shares, accounting for% of the total voting shares of the Company.
- All shareholders and shareholder representatives present meet the eligibility requirements to attend the General Meeting

Pursuant to the current Law on Enterprises and the Company's Charter on Organization and Operation, the 2025 Annual General Meeting of Shareholders is legally and validly convened and is eligible to proceed in compliance with the regulations.

B. MEETING AGENDA

I. ELECTION OF THE PRESIDIUM, SECRETARIAT, AND VOTING COMMITTEE

Mr./Ms., Head of the Organizing Committee, nominated and introduced the list of Presidium, Secretariat, and Voting Committee members, which was unanimously approved by 100% of the shareholders as follows:

*** Presidium:**

- 1. Mr./Ms. -, Chairperson of the General Meeting
- 2. Mr./Ms. -
- 3. Mr./Ms. -

*** Secretariat:**

- 1. Mr./Ms. -
- 2. Mr./Ms. -

*** Voting Committee:**

- 1. Mr./Ms. -, Head of the Committee
- 2. Mr./Ms. -, Member
- 3. Mr./Ms. -, Member
- 4. Mr./Ms. -, Member
- 5. Mr./Ms. -, Member

II. APPROVAL OF THE WORKING REGULATIONS AND MEETING AGENDA

Mr./Ms., on behalf of the Presidium, presented and sought approval from the General Meeting on the Working Regulations and the Meeting Agenda, which included the following items:

- Reports from the Board of Directors, Executive Board, and Supervisory Board.
- Business performance results for 2024 and the audited financial statements for 2024, audited by Deloitte Vietnam Co., Ltd.
- Profit distribution plan for 2024 (Parent Company).
- Amendments to the Company’s Charter;
- Dismissal of Board of Directors Members;
- Election of Additional Board of Directors Members;
- Business plan for 2025.
- The implementation results of contracts and transactions in 2024 and the policy on entering into contracts and transactions for the purchase and sale of products, materials, goods, and services between the Company and its subsidiaries, affiliated companies, and units under Viglacera Corporation in 2025.
- Selection of the auditing firm for the 2025 financial statements.

The General Meeting voted with 100% approval to adopt the meeting agenda and working regulations.

III. PROCEEDINGS OF THE GENERAL MEETING

- 1. Mr./Ms., on behalf of the Board of Directors, presented the Board of Directors' Report on the 2024 performance and 2025 business direction.**
- 2. Mr./Ms., presented the Executive Board's Report on the 2024 business performance and 2025 objectives.**
- 3. Mr./Ms., presented the Supervisory Board's Report on its activities in 2024 and its work plan for 2025.**
- 4. Mr./Ms., on behalf of the Presidium, read the Proposals for Voting at the General Meeting, which included:**

4.1. Reports from the Executive Board, Board of Directors, and Supervisory Board.

Detailed reports from the Executive Board, Board of Directors, and Supervisory Board were made available on the Company's official website: www.viglacerahalong.vn (under News/Investor Relations).

4.2. The business performance results for 2024 and the 2024 audited financial statements, audited by Deloitte Vietnam Co., Ltd., with key financial indicators detailed in the submitted proposal).

4.3. Profit distribution plan for 2024 (Parent Company);

4.4. Amendments to the Company's Charter: Clause 1, Article 26 and Clause 1, Article 35

4.5. Dismissal of Board of Directors Members

4.6. Election of Additional Board of Directors Members: Number of additional members to be elected: 03, including at least 01 independent member.

4.7. Business plan for 2025, with detailed contents as presented in the Board of Directors' Proposal);

4.8. The implementation results of contracts and transactions in 2024 and the policy on entering into contracts and transactions for the purchase and sale of products, materials, goods, and services between the Company and its subsidiaries, affiliated companies, and units under Viglacera Corporation in 2025.

4.9. Selection of the auditing firm for the 2025 financial statements.

The General Meeting unanimously approved 100% of the proposed contents.

5. Discussion and Shareholders' Opinions

.....
.....
.....
.....

6. Voting Results on Matters at the General Meeting:

6.1. The General Meeting Unanimously Approves the Amendments to the Company's Charter (Clause 1, Article 26 and Clause 1, Article 35).

Voting Results:

<i>Number of votes in favor</i>	:	<i>votes, percentage</i>%
<i>Number of votes against</i>	:	<i>votes, percentage</i>%
<i>Number of abstentions</i>	:	<i>votes, percentage</i>%

6.2. The General Meeting Unanimously Approves the Dismissal of the Following Board of Directors Members....

Voting Results:

Number of votes in favor : votes, percentage.....%
Number of votes against : votes, percentage.....%
Number of abstentions : votes, percentage.....%

6.3. Approval of Reports from the Board of Directors, Executive Board, and Supervisory Board.

Voting Results:

Votes in favor : votes, accounting for.....%
Votes against : votes, accounting for.....%
Abstentions : votes, accounting for.....%

6.4. The General Meeting approved the 2024 business performance results and the audited financial statements, audited by Deloitte Vietnam Co., Ltd., with key financial indicators as follows:

No.	Indicator	Unit	2024 Plan	2024 Actual
1	Consolidated Revenue	VND billion	1,232,422	1,148,292
2	Consolidated Profit Before Tax	VND billion	-50,067	-60,826

Voting Results:

Votes in favor : votes, accounting for.....%
Votes against : votes, accounting for.....%
Abstentions : votes, accounting for.....%

6.5. The General Meeting unanimously approved the 2024 profit distribution plan (Parent Company) as follows:

- + Dividend distribution and fund allocation for 2024: Not implemented.
- + Payment of remuneration to the Board of Directors and the Supervisory Board for 2024: Not implemented.

Voting Results:

Votes in favor : votes, accounting for.....%
Votes against : votes, accounting for.....%
Abstentions : votes, accounting for.....%

6.6. The General Meeting unanimously approved the 2025 business plan with key targets as follows:

- Consolidated revenue: VND 1,249 billion.
- Consolidated profit before tax: VND 1.55 billion.
- Remuneration for the Board of Directors, Supervisory Board, and dividend distribution for 2025: Based on the actual business performance in 2025, the Board of Directors will report to the General Meeting of Shareholders for consideration and decision.

Voting Results:

Votes in favor : votes, accounting for.....%
Votes against : votes, accounting for.....%

Abstentions : votes, accounting for.....%

6.7. Approval the implementation results of contracts and transactions in 2024 and the policy on entering into contracts and transactions for the purchase and sale of products, materials, goods, and services between the Company and its subsidiaries, affiliated companies, and units under Viglacera Corporation in 2025:

a. Approval of the 2024 product sales and consumption contract results with Viglacera Ha Long Trading Limited Company, with a total contract value of VND 399,500,230,463 (excluding VAT).

Voting Results:

Votes in favor : votes, accounting for.....%

Votes against : votes, accounting for.....%

Abstentions : votes, accounting for.....%

b. Approval of the policy to continue entering into contracts and transactions for the purchase, sale, and consumption of products with Viglacera Ha Long Trading One Member Limited Company (a subsidiary) in 2025, based on the objectives and business production plan for 2025 assigned by Viglacera Corporation; as well as other contracts and transactions for the purchase and sale of materials, goods, and services between the Company and its subsidiaries, affiliated companies, and member units under Viglacera Corporation in 2025.

Voting Results:

Votes in favor : votes, accounting for.....%

Votes against : votes, accounting for.....%

Abstentions : votes, accounting for.....%

6.8. The General Meeting of Shareholders unanimously approved the authorization for the Board of Directors to select the auditing firm for the 2025 financial statements from the list of independent auditing firms approved by the State Securities Commission of Vietnam, based on the recommendation of the Supervisory Board).

Voting Results:

Votes in favor : votes, accounting for.....%

Votes against : votes, accounting for.....%

Abstentions : votes, accounting for.....%

6.9. The General Meeting Unanimously Approves the Election Results for Additional Board of Directors Members:

The following individuals:

- Mr./Ms.

- Mr./Ms.

- Mr./Ms.

have been elected as members of the Board of Directors of Viglacera Ha Long Joint Stock Company (Term 2022-2027).

Voting Results:

Number of votes in favor : votes, percentage.....%

Number of votes against : votes, percentage.....%

Number of abstentions : votes, percentage.....%

C. APPROVAL OF THE MEETING MINUTES, RESOLUTIONS, AND CLOSING OF THE GENERAL MEETING

Mr./Ms., on behalf of the Secretariat, read the full text of the Meeting Minutes and the Draft Resolution of the 2025 Annual General Meeting of Shareholders.

The General Meeting unanimously approved the Meeting Minutes and the Resolution of the 2025 Annual General Meeting of Shareholders.

This Minutes was prepared at ...h... on, 2025, immediately after the conclusion of the General Meeting of Shareholders.

**ON BEHALF OF THE GENERAL MEETING OF SHAREHOLDERS
PRESIDIUM OF THE GENERAL MEETING**

Mr./Ms.

Mr./Ms.

Mr./Ms.

.....

.....

.....

SECRETARIAT OF THE GENERAL MEETING

Mr./Ms.

Mr./Ms.

.....

.....



No.: /NQ – DHDCD/2025

Ha Long,, 2025

DRAFT

RESOLUTION

2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

GENERAL MEETING OF SHAREHOLDERS VIGLACERA HA LONG JOINT STOCK COMPANY

- ❖ Pursuant to the Securities Law No. 54/2019/QH14 dated November 26, 2019, and the Enterprise Law No. 59/2020/QH14 dated June 17, 2020, of the National Assembly of the Socialist Republic of Vietnam;
- ❖ Pursuant to the current Charter of Viglacera Ha Long Joint Stock Company;
- ❖ Pursuant to the Minutes of the Annual General Meeting of Shareholders held on, 2025, of Viglacera Ha Long Joint Stock Company;

Company Name: Viglacera Ha Long Joint Stock Company

Stock Code: VHL

Address: Zone 2, An Tiem Street, Ha Khau Ward, Ha Long City, Quang Ninh Province

Phone: 0203.3840560 *** Fax: 0203.3846577

Business Registration Certificate: No. 5700101147, issued on January 3, 2023 (19th amendment), registered at Quang Ninh Province Department of Planning and Investment.

The Annual General Meeting of Shareholders of Viglacera Ha Long Joint Stock Company was convened at on .../.../2025 at The meeting was attended by delegates, who are shareholders or authorized representatives. The attending delegates represented shares, accounting for% of the total voting shares, meeting the legal requirements for convening the meeting in accordance with the law.

The 2025 Annual General Meeting of Shareholders of Viglacera Ha Long Joint Stock Company, held on, 2025, conducted discussions and voted to approve the following resolutions

RESOLVED:

Article 1: Approval of the Reports from the Board of Directors, Executive Board, and Supervisory Board.

Voting Results::

- *In favor* :%
- *Against*: ...%
- *Abstentions*:%

Article 2. The General Meeting of Shareholders approved the 2024 business performance results and the 2024 audited financial statements, audited by Deloitte Vietnam Co., Ltd., with key financial indicators as follows:

No.	Indicator	Unit	2024 Plan	2024 Actual
1	Consolidated Revenue	VND billion	1,232,422	1,148,292
2	Consolidated Profit Before Tax	VND billion	-50,067	-60,826

Voting Results:

- *In favor :%*
- *Against: ...%*
- *Abstentions:%*

Article 3: Approval of the 2024 Profit Distribution Plan (Parent Company)

+ Dividend distribution and fund allocation for 2024: Not implemented.

+ Payment of remuneration to the Board of Directors and the Supervisory Board for 2024: Not implemented.

Voting Results:

- *In favor :%*
- *Against: ...%*
- *Abstentions:%*

Article 4: Approval of the 2025 Business Plan with Key Targets:

- Consolidated revenue: VND 1,249 billion
- Consolidated profit before tax: VND 1.55 billion.

Voting Results:

- *In favor :%*
- *Against: ...%*
- *Abstentions:%*

Article 5: Approval the implementation results of contracts and transactions in 2024 and the policy on entering into contracts and transactions for the purchase and sale of products, materials, goods, and services between the Company and its subsidiaries, affiliated companies, and units under Viglacera Corporation in 2025:

5.1. Approved the implementation of the 2024 product sales and consumption contract with Viglacera Ha Long Trading Limited Company, with a total contract value of VND 399,500,230,463 (excluding VAT).

Voting Results:

- *In favor :%*
- *Against: ...%*
- *Abstentions:%*

5.2. Approval of the policy to continue entering into contracts and transactions for the purchase, sale, and consumption of products with Viglacera Ha Long Trading One Member Limited Company (a subsidiary) in 2025, based on the objectives and business production plan for 2025 assigned by Viglacera Corporation; as well as other contracts and transactions for the

purchase and sale of materials, goods, and services between the Company and its subsidiaries, affiliated companies, and member units under Viglacera Corporation in 2025.

Voting Results:

- *In favor :%*
- *Against: ...%*
- *Abstentions:%*

Article 6: Approval of the Selection of the Auditing Firm for the 2025 Financial Statements

The General Meeting of Shareholders authorized the Board of Directors to select the auditing firm for the 2025 financial statements from the list of independent auditing firms approved by the State Securities Commission of Vietnam, based on the recommendation of the Supervisory Board).

Voting Results:

- *In favor :100%*
- *Against: ...%*
- *Abstentions:%*

Article 7. Approval of Amendments to the Company’s Charter (Clause 1, Article 26 and Clause 1, Article 35).

The General Meeting of Shareholders (GMS) unanimously authorizes the Board of Directors (BOD) to review, update, amend, enact, and announce the Charter modifications in accordance with the prevailing regulations.

Voting Results:

- *In favor : 100%*
- *Against: 0%*
- *Abstentions : 0%*

Article 8. Approval of the Dismissal of Board of Directors Member ...

Voting Results:

- *In favor: ...%*
- *Against: ...%*
- *Abstentions:%*

Article 9. Approval of the Election Results for Additional Board of Directors Members

Mr./Ms. has been elected as a member of the Board of Directors of Viglacera Ha Long Joint Stock Company (Term 2022-2027).

Voting Results:

- *In favor:%*
- *Against:%*
- *Abstentions:%*

Article 10: Implementation Provisions

This Resolution was approved by the 2025 Annual General Meeting of Shareholders of Viglacera Ha Long Joint Stock Company and takes effect from, 2025.

The General Meeting of Shareholders assigns the Board of Directors and the Executive Board of the Company to direct and organize the implementation of this Resolution in accordance with the law and the Company's Charter.

Recipients:

- General Meeting of Shareholders
- State Securities Commission (SSC), Hanoi Stock Exchange (HNX) (for information disclosure)
- Viglacera Corporation (for reporting)
- Board of Directors, Supervisory Board, and Executive Board (for implementation)
- Company's functional departments (for implementation)
- Website: www.viglacerahalong.vn
- Company Secretary
- Company Office (for record-keeping).

**ON BEHALF OF THE GENERAL
MEETING OF SHAREHOLDERS
CHAIRPERSON OF THE GENERAL
MEETING**

**ELECTION REGULATIONS
FOR SUPPLEMENTARY MEMBERS OF THE BOARD OF DIRECTORS
VIGLACERA HA LONG JOINT STOCK COMPANY
AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

- Pursuant to the Law on Enterprises No. 59/2020/QH14, passed by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020;

- Pursuant to the current Charter of Viglacera Ha Long Joint Stock Company;

ARTICLE 1. ELECTION PRINCIPLES

1.1. General Principles

Compliance with the law and the Charter of Viglacera Ha Long Joint Stock Company.

Voting method: Secret ballot conducted directly at the General Meeting using the cumulative voting method.

At the 2025 Annual General Meeting of Shareholders, the Board of Directors proposes the following for consideration:

+ Amendment of the Charter to reduce the number of Board members from seven (07) to five (05).

+ Dismissal of four (04) Board members who have submitted resignation letters).

After approval by the General Meeting of Shareholders (GMS) for the aforementioned matters, the number of remaining Board of Directors (BOD) members will be two (02) (not yet meeting the required structure of one-third (1/3) independent members). Therefore, the number of additional BOD members to be elected will be three (03), including at least one (01) independent member.

The election results will be based on the number of voting shares held by shareholders attending the meeting.

For each voting session, a shareholder representative is allowed to use only one ballot for a specific voting matter. (Ballots are issued by the Organizing Committee of the General Meeting. The Board of Directors election ballot is YELLOW, stamped with the official seal of Viglacera Ha Long Joint Stock Company at the top left corner).

The composition of the Ballot Counting Committee must be approved by the General Meeting of Shareholders. Members of the Ballot Counting Committee must not be listed in the nomination/self-nomination list.

The list of candidates will be arranged in alphabetical order (ABC), and the full name of each candidate will be stated on the ballot.

1.2. Nomination, Self-Nomination, and Candidate Qualifications

a. Qualifications, Nomination, and Self-Nomination for the Board of Directors:

- The nomination and self-nomination process for the Board of Directors is specifically regulated in Article 25 of the Company's Charter.

- The qualifications for Board members are stipulated in Article 26 of the Company's Charter and Article 155 of the 2020 Law on Enterprises.

For details, please refer to Appendix 02 of these Regulations.

b. Shareholders or Shareholder Groups Nominating or Self-Nominating Candidates for the Board of Directors Election Must Submit the Following Documents:

- Nomination Application / Self-Nomination Application (as per the provided template);
- Curriculum Vitae self-declared by the candidate;
- Copies of the following documents: Nomination Application / Self-Nomination Application (as per the provided template);
- Curriculum Vitae self-declared by the candidate;
- Copies of the following documents: Citizen Identification Card (or Passport for overseas Vietnamese and foreign individuals); Certificates and diplomas verifying the candidate's educational qualifications and professional expertise; Commitment Statement signed by the nominated/self-nominated candidate; Nomination Letter from the shareholder/shareholder group (in cases where the prescribed template issued by the Company is not used).

c. The candidate dossiers must be submitted to the Organizing Committee of the General Meeting at the following address: Office of Viglacera Ha Long Joint Stock Company, Zone 2, An Tiem Street, Ha Khau Ward, Ha Long City, Quang Ninh Province. Phone Number: 033.3840560; Fax: 033.3846577. In exceptional cases, the Board of Directors will review the matter, report it, and seek the General Meeting's decision.

ARTICLE 2. ELECTION METHOD

2.1. The election of Board of Directors members shall be conducted by secret ballot, directly at the General Meeting, using the cumulative voting method. Accordingly, each shareholder (or an authorized representative attending the meeting with voting rights) shall have a **maximum total number of votes** equivalent to the total number of voting shares owned (or authorized) multiplied by (X) the number of Board members to be elected, specifically

Number of votes for the Board of Directors election:

$$\text{Total Maximum Votes} = \text{Total Number of Voting Shares} \times \text{Number of Board Members to be Elected}$$

2.2. Shareholders (or authorized representatives attending the meeting with voting rights), *hereinafter referred to as "shareholders,"* may allocate their total number of votes to a single

candidate or distribute their votes among multiple selected candidates. The number of candidates selected by a shareholder for voting must not exceed the number of Board members to be elected at the 2025 Annual General Meeting of Shareholders (AGM).

Example: *The AGM approves the election of one (01) Board member from a total of three (03) nominated/self-nominated candidates listed on the ballot).*

Shareholder A owns 300 voting shares (including both owned and authorized shares). In this case, Shareholder A will have a maximum of 300 votes (calculated as 300 voting shares × 1 Board member to be elected). Shareholder A may choose to: Allocate all 300 votes to a single candidate, or Distribute the votes among multiple candidates listed on the ballot, ensuring that the total votes cast do not exceed 300 (≤ 300 votes) and that the number of candidates selected does not exceed one (01) candidate.

ARTICLE 3. VOTING PROCEDURE:

3.1. BALLOT PAPER:

Each shareholder will be issued one (01) BALLOT PAPER (**yellow-colored**), which will include the shareholder's ID number, name, total number of voting shares owned, and the maximum number of votes available (calculated as the total number of voting shares multiplied by the number of Board members to be elected).

The ballot paper is printed on official paper and stamped with the seal of Viglacera Ha Long Joint Stock Company (The Board of Directors Election Ballot Template is attached to these Regulations).

Upon receiving the ballot paper, shareholders must verify the accuracy of the information. If any errors or discrepancies are found, they must immediately inform the Ballot Counting Committee to request a replacement ballot.

3.2. Regulations on the Board of Directors Election Ballot:

a. Valid Ballot:

- The ballot is issued by the Organizing Committee of the General Meeting.
- The ballot bears the official seal of the Company.
- The ballot clearly states the shareholder's name.
- The ballot includes the fields "Total Number of Voting Shares" and "Total Maximum Votes."
- The ballot is not torn, erased, altered, or modified in any way, and no additional content has been written on it.
- The total number of votes allocated to candidates does not exceed the total maximum votes available.

b. Invalid Ballot:

- The ballot was not issued by the Organizing Committee of the General Meeting.
- The ballot does not bear the official seal of the Company.
- The ballot does not clearly state the shareholder's name.
- The ballot is torn, crossed out, erased, altered, or includes any additional candidates who are not listed in the official list of candidates approved by the General Meeting of Shareholders, or contains additional content or symbols.
- The total number of votes allocated to candidates exceeds the total maximum votes the shareholder is entitled to cast.
- The ballot is submitted after the voting process has concluded and the ballot box has been sealed.

c. Instructions for Completing the Ballot :

- If a shareholder agrees to vote for a candidate, they must write the number of votes in the box on the right side of the corresponding candidate's name.
- If a shareholder does not vote for a candidate, they must cross out the box or write "0" in the box on the right side of the corresponding candidate's name.
- Shareholders may allocate all votes to one or multiple candidates or choose not to vote for any candidate on the nomination list.

If a shareholder makes an error while filling out the ballot but has not yet placed it in the ballot box, they have the right to directly request a replacement ballot from the Head of the Ballot Counting Committee.

3.3 Principles for Voting in the Board of Directors Election:

- a. The Ballot Counting Committee shall prepare one (01) BALLOT BOX for the election of Board of Directors members. Before the voting process begins, the Ballot Counting Committee shall inspect the ballot box in the presence of shareholders.
- b. The voting process shall commence when the Head of the Ballot Counting Committee announces "Voting Begins" and shall conclude when the announcement "Voting Ends" is made. Shareholders shall cast their Board of Directors election ballots into the ballot box.
- c. The vote counting process shall begin immediately after the voting process concludes.

3.4 Regulations on Vote Counting:

- a. The Ballot Counting Committee shall conduct its work in a designated area, under the supervision of shareholder representatives, and shall proceed with vote counting according to the following steps:
- Verify the validity of all ballots.

- Review and record the results of each ballot. (The Ballot Counting Committee may utilize technical equipment and specialists to assist with the vote counting process.)
- Seal all ballots and hand them over to the Chairperson of the General Meeting.
 - b. Preparation and Announcement of the Vote Counting Minutes:
- Upon completion of the vote counting process, the Ballot Counting Committee shall prepare the Vote Counting Minutes.
- The Vote Counting Minutes shall include the following key contents:
 - + Time and venue of the vote counting process.
 - + Members of the Ballot Counting Committee.
 - + Total number of shareholders attending the meeting.
 - + Total number of shareholders participating in the voting process.
 - + Number and percentage of valid and invalid ballots.
 - + Number and percentage of votes received by each candidate for the Board of Directors election.
 - + List of elected Board of Directors members.
 - + The Vote Counting Minutes must be signed by all members of the Ballot Counting Committee and certified by the shareholder representatives supervising the vote counting process.

ARTICLE 4. PRINCIPLES FOR ELECTING BOARD OF DIRECTORS MEMBERS:

4.1. Candidates elected as members of the Board of Directors (BOD) shall be determined based on the highest number of votes received, in descending order, until the required number of members has been reached.

4.2 In the event that two or more candidates receive the same number of votes for the final BOD position, the candidate who owns the greater number of shares shall be selected. If the number of shares owned by the tied candidates is also equal, the General Meeting shall conduct a re-election among those candidates, and the one receiving the higher number of votes shall be elected.

ARTICLE 5. COMPLAINTS REGARDING THE ELECTION AND VOTE COUNTING:

5.1. If, after the election results have been announced, a shareholder raises a complaint or requests a re-examination of the election results, and such a request is deemed reasonable, the Chairperson shall instruct a shareholder representative to conduct a direct review. If any intentional errors or fraud in the vote counting process are discovered, the Ballot Counting Committee shall bear full responsibility.

5.2. Complaints regarding the election and vote counting process shall be resolved by the Chairperson of the meeting and documented in the Meeting Minutes of the General Meeting of Shareholders.

ARTICLE 6. EFFECTIVENESS OF THESE REGULATIONS:

Attached to these Regulations are appendices providing guidance on cumulative voting, conditions and qualifications for Board of Directors candidates, and nomination and self-nomination application templates.

These Regulations shall take effect upon approval by the General Meeting of Shareholders and shall apply exclusively to the election of Board of Directors members at the 2025 Annual General Meeting of Shareholders.

**ORGANIZING COMMITTEE
2025 ANNUAL GENERAL MEETING OF
SHAREHOLDERS
VIGLACERA HA LONG JOINT STOCK
COMPANY**

APPENDIX 1
GUIDELINES FOR ELECTING BOARD OF DIRECTORS MEMBERS
USING THE CUMULATIVE VOTING METHOD AT THE 2025 ANNUAL GENERAL
MEETING OF SHAREHOLDERS

Voting Principles:

The General Meeting of Shareholders of Viglacera Ha Long Joint Stock Company shall elect three (03) additional members to the Board of Directors (BOD) from the list of nominated/self-nominated candidates.

Shareholder Nguyen Van A (Shareholder ID No. 40) owns 300 shares.

Maximum number of votes for Shareholder A:

For the Board of Directors election: (300 shares × 3 members) = 900 votes.

Example Voting Method:

Shareholder Nguyen Van A may allocate votes using one of the following methods:

Method 1: Equally distribute all 900 votes among the three (03) candidates for the Board of Directors (*each candidate receives 300 votes*).

ELECTION BALLOT

Board of Directors Members at the 2025 Annual General Meeting of Shareholders

Shareholder: Nguyen Van A (Shareholder ID No. 40)

Total Number of Voting Shares: 300 shares

Total Maximum Votes (Total Shares x 3): 900 votes.

List of Candidates for the Board of Directors:

No.	Candidate's Full Name	Number of Votes
1	Candidate No. 1:	300
2	Candidate No. 2:	300
3	Candidate No. 3:	300
	Total	900

Method 2: Distribute the 900 votes among the three candidates with an unequal allocation

List of Candidates for the Board of Directors Election:

NO.	Candidate's Full Name	Number of Votes
1	Candidate No. 1:	400
2	Candidate No. 2:	300
3	Candidate No. 3:	200
	Total	900

Method 3: Allocate the 900 Votes to Selected Candidate.

List of Candidates for the Board of Directors Election:

NO.	Candidate's Full Name	Number of Votes
1	Candidate No. 1:	700
2	Candidate No. 2:	200
3	Candidate No. 3:	0
	Total	900

Method 4: Allocate All 900 Votes to One Candidate.

List of Candidates for the Board of Directors Election:

NO.	Candidate's Full Name	Number of Votes
1	Candidate No. 1:	0
2	Candidate No. 2:	900
3	Candidate No. 3:	0
	Total	900

* Shareholder A's Ballot Shall Be Considered Invalid in the Following Cases:

- The ballot does not comply with the official template issued by the company or does not bear the company's official seal.
- The total number of votes allocated by Shareholder Nguyen Van A to the candidates exceeds 900 votes.
- The ballot contains special markings, has been erased, or has crossed out a candidate's name; the ballot includes additional names not listed in the official candidate list.
- Other cases as specified in these election regulations.

APPENDIX 2

Conditions and Qualifications for Nominating Candidates for the Board of Directors

Viglacera Ha Long Joint Stock Company

I. Conditions for Nominating Candidates for the Board of Directors

Excerpt from Article 25 of the Company's Charter: Shareholders or shareholder groups that meet the following conditions are eligible to nominate candidates for the Board of Directors (BOD):

- Common shareholders have the right to aggregate their voting rights to nominate BOD candidates. The nomination rights are based on the percentage of voting shares held, as follows: Shareholders or shareholder groups holding from 5% to less than 10% of the total voting shares may nominate one (01) candidate. From 10% to less than 30%: Up to two (02) candidates. From 30% to less than 40%: Up to three (03) candidates. From 40% to less than 50%: Up to four (04) candidates. From 50% to less than 60%: Up to five (05) candidates. From 60% to less than 70%: Up to six (06) candidates. From 70% to 80%: Up to seven (07) candidates. From 80% to less than 90%: Up to eight (08) candidates.

- In cases where the number of Board of Directors (BOD) candidates nominated and self-nominated does not meet the required number, the incumbent Board of Directors may nominate additional candidates. Such nominations must be conducted clearly and transparently and must be approved by the General Meeting of Shareholders before the shareholders vote for Board members in accordance with legal regulations.

II. Qualifications and Conditions for Board of Directors Membership

2.1. A Board of Directors member must meet the following qualifications and conditions:

- Must not fall under any of the prohibitions specified in Clause 2, Article 17 of the 2020 Law on Enterprises.

- Must possess professional qualifications and experience in business administration or in the industry or business sector of the company. Board members are not required to be shareholders of the company unless otherwise stipulated by the company's Charter.

- A Board of Directors member may concurrently serve as a Board member of another company.

- For state-owned enterprises as defined in Point b, Clause 1, Article 88 of the 2020 Law on Enterprises, and for subsidiaries of state-owned enterprises as defined in Clause 1, Article 88 of the 2020 Law on Enterprises, members of the Board of Directors must not have family relationships with the General Director, Deputy General Director, or other managers of the company; or with managers and individuals authorized to appoint managers of the parent company.

- A Board of Directors member is not required to be a shareholder of the company but must not concurrently serve as a Board member in more than five (05) other companies. Additionally, the member must meet other qualifications and conditions as stipulated in Clause 1, Article 155 of the Law on Enterprises.

- For state-owned enterprises as defined in Point b, Clause 1, Article 88 of the 2020 Law on Enterprises, and for subsidiaries of state-owned enterprises as defined in Clause 1, Article 88 of the 2020 Law on Enterprises, members of the Board of Directors must not have family relationships with

the General Director, Deputy General Director, or other managers of the company; or with managers and individuals authorized to appoint managers of the parent company.

- A Board of Directors member is not required to be a shareholder of the company but must not concurrently serve as a Board member in more than five (05) other companies. Additionally, the member must meet other qualifications and conditions as stipulated in Clause 1, Article 155 of the Law on Enterprises.

2.2. Independent Members of the Board of Directors:

- Must comply with the provisions set forth in Point b, Clause 1, Article 137 of the 2020 Law on Enterprises.

- Must not be currently employed by the company, its parent company, or any of its subsidiaries; must not have been employed by the company, its parent company, or any of its subsidiaries for at least the past three (03) consecutive years.

- Must not be receiving a salary or remuneration from the company, except for allowances granted to Board members in accordance with regulations.

- Must not have a spouse, biological or adoptive parent, biological or adoptive child, biological sibling who is a major shareholder of the company or a manager of the company or any of its subsidiaries.

- Must not directly or indirectly own at least 01% of the total voting shares of the company.

- Must not have previously served as a Board member or Supervisory Board member of the company for at least the past five (05) consecutive years, except in cases of continuous appointment for two (02) consecutive terms.

- Independent Board members must also meet other qualifications and conditions as prescribed by the Law on Enterprises and the Securities Law.

Shareholders are kindly requested to refer to and review other relevant provisions stipulated in the 2020 Law on Enterprises.

APPENDIX 3
Election Ballot Template

Template No.1

ANNUAL GENERAL MEETING OF SHAREHOLDERS
VIGLACERA HA LONG JOINT STOCK COMPANY

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

Ha Long, ... day ... month ... year

ELECTION BALLOT
BOARD OF DIRECTORS MEMBERS
AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

I. SHAREHOLDER INFORMATION

- 1.1 Shareholder's Name : _____
- 1.2 Shareholder ID : _____
- 1.3 Number of Voting Shares : _____
- 1.4 Number of Additional Board Members to be Elected : 03 Members
- 1.5 Total Maximum Votes (Number of Shares × 3) : _____

II. LIST OF CANDIDATES FOR THE BOARD OF DIRECTORS ELECTION

No.	Full Name	Number of Votes
1	Candidate 1: _____	
2	Candidate 2: _____	
3	Candidate 3: _____	
...	...	
	Total Votes Allocated (*)	

()The total votes allocated must not exceed the total maximum votes specified in Section 1.5 of Part I. Shareholder Information.*

**NOMINATION LETTER
FOR CANDIDATES FOR THE BOARD OF DIRECTORS
VIGLACERA HA LONG JOINT STOCK COMPANY
TERM 2022-2027**

To: The 2025 Annual General Meeting of Shareholders of Viglacera Ha Long Joint Stock Company

We are the shareholders/group of shareholders of Viglacera Ha Long Joint Stock Company, consisting of the following individuals:

No.	Shareholder's Full Name	Address, Contact Phone Number	ID Card Number (or Passport)/Date of Issue, Place of Issue	Number of Shares Held		Shareholder's Signature
				Number of shares	percentage%	
...	...					
...	...					
	Total		 shares %	

We hereby respectfully nominate:

- Mr./Ms. : Year of Birth :
Address : Phone Number : Email :
ID Card/Citizen : Date of Issue : Place of Issue :
Identification No. :
Education Qualification : Major :
- Mr./Ms. : Year of Birth :
Address : Phone Number : Email :
ID Card/Citizen : Date of Issue : Place of Issue :
Identification No. :
Education Qualification : Major :
- ...

As a candidate for the election to the Board of Directors (*) of Viglacera Ha Long Joint Stock Company at the 2025 Annual General Meeting of Shareholders.

We hereby certify that the nominated individual(s) mentioned above meet all eligibility criteria and qualifications to be elected as a member of the Board of Directors of the Company.

We take full responsibility for the accuracy of the information provided above and commit to complying with the Company's Charter as well as the Election Regulations of the General Meeting of Shareholders of Viglacera Ha Long Joint Stock Company.

We sincerely thank you!

SHAREHOLDER REPRESENTATIVE

(Sign, write full name, and affix the seal)

Notes:

- (*) The self-nominated candidate must specify if applying for the position of an independent member of the Board of Directors.
- The nomination dossier must include: a *Nomination Application (as per the provided template)*; a *copy of the Citizen Identification Card/Passport, educational and professional qualification certificates*; a *self-declared curriculum vitae of the nominee*; and a *Commitment Statement signed by the nominee*.
- The complete nomination dossier must be submitted to Viglacera Ha Long Joint Stock Company before the date of the General Meeting (as determined by postal date) at the following address: **Office of Viglacera Ha Long Joint Stock Company, Zone 2, An Tiem Street, Ha Khau Ward, Ha Long City, Quang Ninh Province**. The dossier should be clearly labeled as "**Nomination Dossier for Board of Directors Membership**."
- In cases where shareholders use a different Nomination Application template, it will still be considered valid as long as it meets all required information and criteria specified in this template and ensures transparency and clarity, along with the complete set of relevant documents of the candidate.
- For further information, shareholders may contact the following:
+ *Company Office: 0203.3840560*

+ *General Meeting Organizing Committee Support Team: Mr. Bui Van Quang, Tel: 0989.116857; Mr. Nguyen Tuan Ninh, Tel: 0983.625003*

Template

SOCIALIST REPUBLIC OF VIETNAM

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_____, _____, 20__

NOMINATION LETTER
FOR CANDIDATES FOR THE BOARD OF DIRECTORS
VIGLACERA HA LONG JOINT STOCK COMPANY
TERM 2022-2027

To: The 2025 Annual General Meeting of Shareholders of Viglacera Ha Long Joint Stock Company

Pursuant to the provisions of the Company's Charter, we, as shareholders of Viglacera Ha Long Joint Stock Company, provide the following information:

- Organization Name:
- Business Registration Certificate No.: Place of Issue: Date of Issue:
- Contact Address: Phone Number:
- Representative: Position:
- Number of Shares Held: shares, equivalent to: %

We hereby respectfully nominate:

- 1. Mr./Ms. : Year of Birth :
Address : Phone Number : Email :
ID Card/Citizen : Date of Issue : Place of Issue :
Education Qualification : Major :
2. Mr./Ms. : Year of Birth :
Address : Phone Number : Email :
ID Card/Citizen : Date of Issue : Place of Issue :
Education Qualification : Major :
3. ...

As a candidate for the election to the Board of Directors (*) of Viglacera Ha Long Joint Stock Company at the 2025 Annual General Meeting of Shareholders.

We hereby certify that the nominated individual(s) mentioned above meet all eligibility criteria and qualifications to be elected as a member of the Board of Directors of the Company.

We take full responsibility for the accuracy of the information provided above and commit to complying with the Company's Charter as well as the Election Regulations of the General Meeting of Shareholders of Viglacera Ha Long Joint Stock Company.

We sincerely thank you!

SHAREHOLDER REPRESENTATIVE

(Sign, write full name, and affix the seal)

Notes:

- (*) The self-nominated candidate must specify if applying for the position of an independent member of the Board of Directors.
- The nomination dossier must include: a Nomination Application (as per the provided template); a copy of the Citizen Identification Card/Passport, educational and professional qualification certificates; a self-declared curriculum vitae of the nominee; and a Commitment Statement signed by the nominee.
- The complete nomination dossier must be submitted to Viglacera Ha Long Joint Stock Company before the date of the General Meeting (as determined by postal date) at the following address: Office of Viglacera Ha Long Joint Stock Company, Zone 2, An Tiem Street, Ha Khau Ward, Ha Long City, Quang Ninh Province. The dossier should be clearly labeled as "Nomination Dossier for Board of Directors Membership."
- In cases where shareholders use a different Nomination Application template, it will still be considered valid as long as it meets all required information and criteria specified in this template and ensures transparency and clarity, along with the complete set of relevant documents of the candidate.
- For further information, shareholders may contact the following:
+ Company Office: 0203.3840560
+ General Meeting Organizing Committee Support Team: Mr. Bui Van Quang, Tel: 0989.116857; Mr. Nguyen Tuan Ninh, Tel: 0983.625003

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Template

_____, _____, 20...

**SELF-NOMINATION APPLICATION
FOR THE ELECTION TO THE BOARD OF DIRECTORS
VIGLACERA HA LONG JOINT STOCK COMPANY
TERM 2022-2027**

To: The 2025 Annual General Meeting of Shareholders of Viglacera Ha Long Joint Stock Company

I, the undersigned: _____ born in: _____; gender: _____
Identity Card/Citizen Identification/Passport No.: _____ issued on: _____,
at: _____

Contact address: _____; Phone number: _____

Educational qualification: _____; Professional qualification: _____

Pursuant to the provisions of the Law on Enterprises and the Company's Charter, I hereby nominate myself as a candidate for the election to the Board of Directors of Viglacera Ha Long Joint Stock Company at the 2025 Annual General Meeting of Shareholders.

I affirm that I fully meet the criteria and conditions to be a candidate for the position of a member of the Board of Directors (*) of the Company. I commit to taking full responsibility for the accuracy and truthfulness of the content in this document and the accompanying dossier. Additionally, I pledge to fully comply with the Company's Charter and the Election Regulations at the 2025 Annual General Meeting of Shareholders of Viglacera Ha Long Joint Stock Company.

Sincerely!

SELF-NOMINATED CANDIDATE

(Sign and write full name)

Notes:

- (*) The self-nominated candidate must specify if applying for the position of an independent member of the Board of Directors.

- The nomination dossier must include: *a Nomination Application (as per the provided template); a copy of the Citizen Identification Card/Passport, educational and professional qualification certificates; a self-declared curriculum vitae of the nominee; and a Commitment Statement signed by the nominee.*

- The complete nomination dossier must be submitted to Viglacera Ha Long Joint Stock Company before the date of the General Meeting (as determined by postal date) at the following address: **Office of Viglacera Ha Long Joint Stock Company, Zone 2, An Tiem Street, Ha Khau Ward, Ha Long City, Quang Ninh Province**. The dossier should be clearly labeled as "**Nomination Dossier for Board of Directors Membership.**"

- In cases where shareholders use a different Nomination Application template, it will still be considered valid as long as it meets all required information and criteria specified in this template and ensures transparency and clarity, along with the complete set of relevant documents of the candidate.

- For further information, shareholders may contact the following:

+ *Company Office: 0203.3840560*

+ *General Meeting Organizing Committee Support Team:*

Mr. Bui Van Quang, Tel: 0989.116857

Mr. Nguyen Tuan Ninh, Tel: 0983.625003

Photo

CURRICULUM VITAE OF THE CANDIDATE
FOR THE ELECTION TO THE BOARD OF DIRECTORS (*)
VIGLACERA HA LONG JOINT STOCK COMPANY
(TERM (AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDER))

1. Full Name:..... Gender: Male Female
2. Date of Birth:.....
3. Permanent Address:
4. Contact Address:..... Phone Number:
5. Citizen Identification/Passport No.: ; Date of Issue:; Place of Issue:
6. Nationality:.....
7. Educational and Professional Qualifications:
8. Work Experience:
9. Current Position at Viglacera Ha Long Joint Stock Company (if any):
10. Number of VHL Shares Personally Held: shares, equivalent to (%):
11. Positions at Other Organizations/Enterprise:
12. Related Persons (RPs) Holding VHL Shares (including parents, spouse, children, and biological siblings):

No.	Name of Related Person (RP)	Relationship	ID Card/Citizen Identification			Number of VHL Shares Held	Percentage (%)
			No.	Date of Issue	Place of Issue		
...	...						

13. Relevant Interests in Viglacera Ha Long Joint Stock Company:.....

14. Name of the Shareholder or Organization Nominating the Candidate (if applicable):

No.	Name of Shareholder/Organization	Contact Address, Phone Number	Number of VHL Shares Held	Percentage (%)
...	...			

I hereby certify that all the information provided above is truthful and accurate, and I take full responsibility for its accuracy.

Declarant
(Sign and write full name)

(*) If the candidate is applying for the position of an Independent Member of the Board of Directors, please clearly state "INDEPENDENT BOARD MEMBER".

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--o00o--

Template

COMMITMENT STATEMENT
BY THE CANDIDATE FOR THE BOARD OF DIRECTORS
VIGLACERA HA LONG JOINT STOCK COMPANY
TERM 2022-2027

To: **The General Meeting of Shareholders of Viglacera Ha Long Joint Stock Company**

I, the undersigned: _____ born in: _____; gender: _____

Identity Card/Citizen Identification/Passport No.: _____ issued on: _____,
at: _____

Contact address: _____; Phone number: _____

Educational qualification: _____; Professional qualification: _____

As a candidate for the election to the Board of Directors of Viglacera Ha Long Joint Stock Company (at the 2025 Annual General Meeting of Shareholders), I hereby commit that all information provided in my candidacy dossier is completely accurate and truthful. I take full legal responsibility for the declared information.

If elected to the Board of Directors of Viglacera Ha Long Joint Stock Company, I pledge to perform my duties with integrity, loyalty, and due diligence in the best interests of the Company.

_____, *Date:* ____

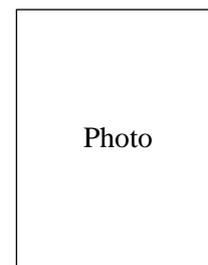
Candidate's Signature

(Sign and write full name)

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PERSONAL CURRICULUM VITAE



Photo

- 1 Full Name: Quach Huu Thuan
- 2 Gender: Male
- 3 Date of Birth: June 22, 1974
- 4 Place of Birth: Yen Minh, Y Yen, Nam Dinh
- 5 Nationality: Vietnamese
- 6 Ethnicity: Kinh
- 7 Citizen Identification Number: 036074007323; Date of Issue: April 25, 2021; Issuing Authority: Department of Administrative Management on Social Order
- 8 Place of Origin: Yen Minh, Y Yen, Nam Dinh
- 9 Permanent Address as per Household Registration:
- 10 Current Permanent Address: DDX6, Dang Xa Urban Area, Dang Xa, Gia Lam, Hanoi
- 11 Contact Phone Number:
- 12 Educational Background: 12/12
- 13 Professional Qualification: Master's Degree
- 14 Employment History (A brief summary of years of service, positions held, and occupations):

Period	Position	Workplace
06/1997 - 07/2000	Technical Officer	Ha Tien 2 Cement Joint Stock Company
08/2000 - 02/2001	Technical Officer	Phu Tho Glass Factory
05/2001 - 01/2002	Production Control Officer	Tien Son Granite Tile Company
02/2002 - 07/2003	Deputy Production Workshop Manager	Tien Son Granite Tile Company
08/2003 - 11/2005	Production Workshop Manager	Thang Long Viglacera Tile Company
11/2005 - 01/2007	Production Workshop Manager	Tien Son Viglacera Granite Company
01/2007 - 10/2007	Deputy Director	Viglacera Tien Son Granite Company
11/2007 - 06/2012	Deputy Director	Viglacera Tien Son Joint Stock Company
06/2012 - 09/2024	Director	Viglacera Tien Son Joint Stock Company
03/2021 - Present	Deputy General Director	Viglacera Corporation - JSC

- 15 Current Position: Deputy General Director of Viglacera Corporation – JSC
- 16 Other Positions Held in Other Organizations: [
- 17 Number of Shares Personally Held: [.....] shares, accounting for [.....]% of charter capital.
- 18 Number of Shares Held by Related Persons: [.....] shares, accounting for [.....]% of charter capital.

Full Name	Relationship	Citizen Identification Number	Securities Account Number (if any)	Address	Number of Shares Held	Percentage (%)
Quach Van Trung	Father	036074007323		Loc Vuong, Nam Dinh	0	0
Pham Van Be	Father-in-law	036048002211		Dang Cuong, An Duong, Hai Phong	0	0
Truong Thi Khan	Mother-in-law	030009174		Dang Cuong, An Duong, Hai Phong	0	0
Pham Thi Thanh Thuy	Wife	031160003032		Dang Xa Urban Area, Dang Xa, Gia Lam, Hanoi	0	0
Quach Phuong Thuy Linh	Children	013219193		Dang Xa Urban Area, Dang Xa, Gia Lam, Hanoi	0	0
Quach Tuan Hung	Children			Dang Xa Urban Area, Dang Xa, Gia Lam, Hanoi	0	0
Quach Van Tuyen	Brother			Gia Lam, Hanoi	0	0
Dang Thi Bich Thuy	Sister-in-law	013110488		Gia Lam, Hanoi	0	0
Quach Huu Thai	Brother	013110487		Da Lat, Lam Dong	0	0
Bui Thi Thuy Hang	Sister-in-law	250638641		Da Lat, Lam Dong	0	0

19 Debts to the Company:

20 Remuneration and Other Benefits:

21 Related Interests in the Company:

I hereby certify that the above declarations are entirely truthful. If any information is found to be incorrect, I shall take full legal responsibility.

Hanoi, March 15, 2025

Declarant
(Signed)

Quach Huu Thuan



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CANDIDATE CURRICULUM VITAE

FOR THE ELECTION TO THE BOARD OF DIRECTORS

VIGLACERA HA LONG JOINT STOCK COMPANY

TERM (AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS)

1. Full Name: Dang Minh Tam Gender: Male
2. Date of Birth: November 17, 1976
3. Permanent Address: Khu 2, Tien An, Bac Ninh City, Bac Ninh Province
4. Contact Address: No. 5I, Ngo Mien Thieu Street, Zone 2, Tien An Ward, Bac Ninh City, Bac Ninh Province
Phone Number: 0913.034.276
5. Citizen Identification Number/Passport: 024076003221; Date of Issue: May 1, 2021; Issuing Authority: Director General of the Department of Administrative Management on Social Order
6. Nationality: Vietnamese
7. Educational and Professional Qualification: Master's Degree
8. Employment History:

No.	Period	Workplace	Notes
1	01/2002 - 09/2006	Deputy Workshop Manager - Viglacera Tien Son JSC	
2	10/2006 - 12/2007	Deputy Head of Electrical and Mechanical Engineering Department - Viglacera Tien Son JSC	
3	01/2008 - 03/2014	Head of Technical Department - Viglacera Tien Son JSC	
4	04/2014 - 08/2016	Deputy Factory Director - Viglacera Tien Son JSC	
5	09/2016 - 03/2017	Factory Director - Viglacera Tien Son JSC	
6	04/2017 - 09/2017	Director - Branch of Viglacera Tien Son JSC	
7	10/2017 - Present	Director - Viglacera Packaging and Brake Pad JSC	

9. Current Position at Viglacera Ha Long JSC (if any):
10. Number of VHL Shares Personally Held: 0 shares, accounting for 0%
11. Positions in Other Organizations and Enterprises: Director - Viglacera Packaging and Brake Pad JSC
12. Related Persons (Parents, Spouse, Children, Siblings) Holding VHL Shares: None
13. Related Interests in Viglacera Ha Long JSC: None
14. Name of Shareholder or Organization Nominating the Candidate:

No.	Name of Shareholder/Organization	Contact Address, Phone Number	Number of VHL Shares Held	Percentage (%)
1	Viglacera Corporation - JSC	No. 1 Thang Long Boulevard, Me Tri, Nam Tu Liem, Hanoi	12,619,250	50.48%

I hereby commit to and take full responsibility for the accuracy and truthfulness of the information declared above.

Declarant
(Signed)

Dang Minh Tam

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COMMITMENT STATEMENT
BY THE CANDIDATE FOR THE BOARD OF DIRECTORS
VIGLACERA HA LONG JOINT STOCK COMPANY
TERM 2022-2027

To: **The General Meeting of Shareholders of Viglacera Ha Long Joint Stock Company**

I, the undersigned: Mr Dang Minh Tam born in: 1976 ; gender: Male

Identity Card/Citizen Identification/Passport No.: 024076003221

Issued on: 01/05/2021, at: Director General of the Department of Administrative Management on Social Order

Contact address: No. 5I, Ngo Mien Thieu Street, Zone 2, Tien An Ward, Bac Ninh City, Bac Ninh Province ; Phone number: 0913.034.276

Educational qualification: Master's Degree

As a candidate for the election to the Board of Directors of Viglacera Ha Long Joint Stock Company (at the 2025 Annual General Meeting of Shareholders), I hereby commit that all information provided in my candidacy dossier is completely accurate and truthful. I take full legal responsibility for the declared information.

If elected to the Board of Directors of Viglacera Ha Long Joint Stock Company, I pledge to perform my duties with integrity, loyalty, and due diligence in the best interests of the Company.

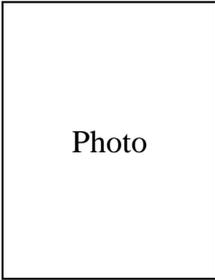
Ha Noi, Date 15 month 3 year 2025

Candidate's Signature

(Sign and write full name)



Dang Minh Tam



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CURRICULUM VITAE
OF THE CANDIDATE FOR INDEPENDENT DIRECTOR
OF VIGLACERA HA LONG JOINT STOCK COMPANY
FOR THE TERM

(AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS)

- 1. Full Name:: Le Duc Tai Gender: Male Female
- 2. Date of Birth: April 17, 1977
- 3. Permanent Address: House TT 5.3.3, Dai Kim Urban Area, Hoang Mai District, Hanoi City
- 4. Contact Address: Phone number: 0904182868
- 5. ID/Passport Number: 001077015384; Issue Date: May 02, 2021; Place of Issue: Hanoi
- 6. Nationality: Vietnam
- 7. Professional qualifications and education: Master's degree in Business Administration
- 8. Work experience:
1999 – 2012: Sales staff at Viglacera Hanoi Joint Stock Company; in 2012, transferred to Viglacera Tile Trading Joint Stock Company.
- 9. Current position held at Viglacera Ha Long Joint Stock Company (if any):
- 10. Number of shares held by the individual at VHL: No shares, percentage (%):
- 11. Position at other organizations or enterprises: Deputy General Director – Viglacera Tile Trading Joint Stock Company.
- 12. Related persons (NCLQ) holding VHL shares (Parents; Spouse; Children; Siblings): None.

No.	Name of Related Person (NCLQ)	Relationship	ID/Passport Number			Number of Shares Held at VHL	Percentage (%)
			Number	Issue Date	Issued By		

13. Related benefits with Viglacera Ha Long Joint Stock Company: None.

14. Name of shareholder or organization nominating the candidate (if any):

No.	Name of Shareholder/Organization	Contact Address, Phone Number	Number of Shares Held at VHL	Percentage (%)
	Viglacera Corporation	No. 1, Thăng Long Avenue, Me Tri, Tu Liem, Hanoi	12,619,250	50.48%

I commit and take full responsibility for the truthfulness and accuracy of the information provided above.

Applicant
(Signature, Full Name)

Le Duc Tai

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COMMITMENT STATEMENT
BY THE CANDIDATE FOR THE BOARD OF DIRECTORS
VIGLACERA HA LONG JOINT STOCK COMPANY
TERM 2022-2027

To: The General Meeting of Shareholders of Viglacera Ha Long Joint Stock Company

I, the undersigned: Mr Le Duc Tai; Born in: 1977 ; Gender: Male

ID: 001077015384; Issue Date: May 02, 2021; Place of Issue: Hanoi

Contact address: Viglacera Tile Trading Joint Stock Company

Phone number: 0904.182868

Educational qualification: Master's degree in Business Administration

As a candidate for the election to the Board of Directors of Viglacera Ha Long Joint Stock Company (at the 2025 Annual General Meeting of Shareholders), I hereby commit that all information provided in my candidacy dossier is completely accurate and truthful. I take full legal responsibility for the declared information.

If elected to the Board of Directors of Viglacera Ha Long Joint Stock Company, I pledge to perform my duties with integrity, loyalty, and due diligence in the best interests of the Company.

Ha Noi, Date 17 month 03 year 2025

Candidate's Signature

(Sign and write full name)

A handwritten signature in black ink, appearing to be 'LD Tai', written over a long, thin horizontal line that extends across the width of the signature area.

Le Duc Tai