



**SAIGON BANK  
FOR INDUSTRY AND TRADE**

**THE SOCIALIST REPUBLIC OF  
VIETNAM**

**Independence – Freedom – Happiness.**

*Ho Chi Minh City, April 4, 2025*

**VOTING REGULATIONS  
ON THE CONTENTS OF THE ANNUAL GENERAL MEETING  
OF SHAREHOLDERS IN 2025**

*Pursuant to:*

- *Law on Credit Institutions No. 32/2024/QH15 dated January 18, 2024 (amended, supplemented);*
- *Law on Enterprises No. 59/2020/QH14 dated June 17, 2020 (amended, supplemented);*

The voting regulations at The annual general meeting of shareholders in 2025 (hereinafter referred to as the "Meeting") of Saigon Bank for Industry and Trade are as follows:

**1. Voting and Counting Principles**

- Delegates will vote directly into the ballot box and by secret ballot.
- The vote-counting committee will check the ballot box in the presence of shareholders.
- Voting ends when the last shareholder casts their vote
- The vote counting must take place immediately after the voting ends
- The results of the vote count will be documented and announced by the vote-counting committee at the meeting

**2. Voting issues**

The contents as mentioned in the Meeting agenda were presented by Presiding Committee and approved by General Meeting of Shareholders

**3. Voting Procedure**

**a) Voting Ballots**

- Every shareholder or a shareholder's agent attending the Meeting is distributed with a **ballot paper** consisting of the items that have been agreed upon in the Meeting's agenda

- The ballot paper will be uniformly printed with the official seal of SAIGONBANK. The ballot paper will have pre-printed voting items, the number of shares owned, and the invitation code

- The number of votes for each shareholder is determined by the number of shares they own or have been authorized to vote on.

**b) How to vote**

Shareholders shall mark an (X) **in one** of the available options for each voting item on **the ballot paper**.



#### **4. Validity of Ballot paper**

##### **a) A valid ballot paper is one that meets the following conditions**

- The ballot paper is issued by the Meeting's organizing committee and has the official seal of SAIGONBANK.

- The ballot paper is marked (X) in only one of the three boxes. If marked incorrectly, circle it and mark (X) in the correct box.

- Do not add any extra writing to the ballot paper.

##### **b) An invalid ballot paper is one that falls into one of the following cases**

- It is not issued by the organizing committee; or

- It has additional writing; or

- It is erased or torn; or

- It is marked (X) in two or three boxes.

##### **c) Valid and Partially Valid ballot paper are the ones that fall into the following cases**

If a voting item is not marked (X) in any option, or more than one box is checked, or the ballot paper has additional content or crossed-out parts, then that item will be considered invalid. Other valid items on the same ballot will be counted.

#### **5. Voting on the Organizational Content of the Meeting**

Shareholder/shareholder's agent will vote by raising their hands to approve the following items:

- The list of the Presiding Committee, Secretariat;

- The list of the Vote Counting Committee;

- The regulations for organizing the meeting;

- The meeting agenda.

#### **6. The adoption of The General meeting of shareholder' decisions**

The content of the vote will be adopted when those issues are accepted by shareholders who represent over 50% of the votes of all attending shareholders. For certain items under Articles h, q, and s of Clause 3, Article 67 of the Law on Credit Institutions, approval requires more than 65% of the total votes.

### **GENERAL MEETING OF SHAREHOLDERS**