

**GUIDELINES
FOR NOMINATION AND SELF-NOMINATION OF CANDIDATES FOR
THE ADDITIONAL ELECTION OF A MEMBER OF THE BOARD OF
SUPERVISORS OF HA BAC NITROGENOUS FERTILIZER &
CHEMICALS JOINT STOCK COMPANY, TERM 2021–2026**

*(Attached to Notice No: /TB-HĐQT dated April 02, 2025, of the Board of
Directors of Ha Bac Nitrogenous Fertilizer & Chemicals Joint Stock Company)*

The Board of Directors of Ha Bac Nitrogenous Fertilizer & Chemicals Joint Stock Company hereby informs and provides the following guidance to shareholders regarding regulations of the Law on Enterprises, the Company's Charter, and the Company's internal governance regulations on nomination and self-nomination of candidates for the Board of Supervisors, Term 2021–2026, as follows:

I. Right to Nominate and Self-Nominate Members of the Board of Supervisors

Shareholders, or individuals/organizations authorized by shareholders holding common shares of Ha Bac Nitrogenous Fertilizer & Chemicals Joint Stock Company as of the record date (March 24, 2025, or earlier), shall have the right to nominate or self-nominate candidates for the additional election of Members of the Board of Supervisors in accordance with the Law on Enterprises, the Company's Charter, and the Company's internal governance regulations.

II. Criteria for Members of the Board of Supervisors

1. Criteria for Members of the Board of Supervisors:

A candidate for the Board of Supervisors must meet the following criteria and conditions:

- Must have full civil act capacity and must not fall under the prohibited categories for founding or managing enterprises as stipulated in Clause 2, Article 17 of the Law on Enterprises 2020;

- Must hold a degree in one of the following fields: economics, finance, accounting, auditing, law, business administration, or another major relevant to the Company's operations;

- Must not be a spouse, biological/adoptive parent, biological/adoptive child, sibling, brother/sister-in-law of members of the Board of Directors, the General Director, other managers of the Company, or of members of the Members' Council, the General Director, or other managers of Vietnam National Chemical Group, or of state capital representatives at the Group, or of capital representatives of the Group at the Company;

- Must not hold a managerial position in the Company; need not be a shareholder or employee of the Company;

- Must not be a member of the accounting or finance department, and must not be a member or employee of an auditing firm approved to audit the Company's financial statements within the previous three (03) years.

III. Regulations on the Nomination and Self-Nomination of Members of the Board of Supervisors

The number of additional Members of the Board of Supervisors to be elected for the 2021–2026 term is: 01 (one) member.

Shareholders or groups of shareholders holding common shares of Ha Bac Nitrogenous Fertilizer & Chemicals Joint Stock Company as of the record date (**March 24**, 2025, or earlier) are entitled to pool their shares to nominate a candidate for the additional election to the Board of Supervisors, as follows:

a) Shareholders or groups of shareholders holding from 05% to less than 10% of the total number of common shares may nominate no more than one candidate;

b) Shareholders or groups of shareholders holding from 10% to less than 30% of the total number of common shares may nominate no more than two candidates;

c) Shareholders or groups of shareholders holding from 30% to less than 40% of the total number of common shares may nominate no more than three candidates;

d) Shareholders or groups of shareholders holding from 40% to less than 50% of the total number of common shares may nominate no more than four candidates;

đ) Shareholders or groups of shareholders holding from 50% to less than 60% of the total number of common shares may nominate no more than five candidates;

e) Shareholders or groups of shareholders holding from 60% to less than 70% of the total number of common shares may nominate no more than six candidates;

g) Shareholders or groups of shareholders holding from 70% to less than 80% of the total number of common shares may nominate no more than seven candidates;

h) Shareholders or groups of shareholders holding from 80% to less than 90% of the total number of common shares may nominate no more than eight candidates.

- In case the number of candidates nominated or self-nominated is still insufficient, the incumbent Board of Supervisors may introduce additional candidates as stipulated in Clause 2, Article 36 of the Company's Charter, provided that the candidates meet all criteria and eligibility conditions for Members of the Board of Supervisors. The list of candidates introduced by the Board of Supervisors

must be clearly disclosed prior to the General Meeting of Shareholders voting on the election, in accordance with the law.

IV. Nomination and Self-Nomination Dossier:

1. The nomination/self-nomination dossier for candidates for the Board of Supervisors shall include:

- Nomination or self-nomination application form (as per the template): 01 original copy;
- Minutes of the group meeting (in case shareholders group together to aggregate voting rights for nomination): 01 original copy;
- Curriculum vitae completed by the candidate (as per the template): 01 original copy;
- Certified copy of the Citizen Identity Card: 01 copy;
- Certified copy of degrees or certificates proving the candidate's professional qualifications: 01 copy.

2. Shareholders, nominees, and self-nominated candidates shall take full responsibility before the law and the General Meeting of Shareholders for the accuracy and authenticity of the submitted dossier.

3. Deadline for submission: The nomination/self-nomination dossier should be sent to: "Organizing Committee of the 2025 Annual General Meeting of Shareholders, Human Resources Department, Ha Bac Nitrogenous Fertilizer & Chemicals Joint Stock Company, Tran Nguyen Han Street, Tho Xuong Ward, Bac Giang City, Bac Giang Province" **no later than 9:00 a.m. on April 22, 2025**, either by express mail or submitted directly. Contact phone numbers: 0366482677 or 0982753666.

V. Candidate Selection:

Based on the nomination and self-nomination dossiers submitted by shareholders or groups of shareholders, and the accompanying documents of the candidates, the Board of Directors shall compile a list of eligible candidates as prescribed and submit it to the 2025 Annual General Meeting of Shareholders for approval and election to the Board of Supervisors./.

**ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN**



Nguyen Van Thieu