



**GIA LAI COFFEE JOINT STOCK COMPANY**

No. 97 Pham Van Dong/Yet Kieu, Thong Nhat Ward,

Pleiku City, Gia Lai Province

Tel: (0269) 3824760

Fax: (0269) 3822847

No.: 01/NQ-HĐQT

*Gia Lai, February 19, 2025*

**RESOLUTION OF THE BOARD OF DIRECTORS**

*“Re: Convening the 2025 Annual General Meeting of Shareholders”*

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- Pursuant to the Law on Enterprises No. 59/2020/QH14 of the National Assembly of the Socialist Republic of Vietnam, 14<sup>th</sup> Legislature, adopted on June 17, 2020;

- Pursuant to the amended Charter of Gia Lai Coffee Joint Stock Company, approved by the General Meeting of Shareholders on April 28, 2023;

- Pursuant to the Minutes No.01/BB-HĐQT dated February 19, 2025 regarding the convening of the 2025 Annual General Meeting of Shareholders of Gia Lai Coffee Joint Stock Company;

**HEREBY RESOLVES:**

**Article 1.** The Board of Directors of Gia Lai Coffee Joint Stock Company agrees on:

***1. Time for organizing the 2025 Annual General Meeting of Shareholders***

- Record date for the list of shareholders: **March 18, 2025**

- Execution ratio: 01 share – 01 voting right

- Tentative date of finalizing meeting documents and sending out invitations to shareholders:

**March 26, 2025.**

- Tentative date for organizing the 2025 Annual General Meeting of Shareholders: April 17, 2025 *(The Chairman of the Board of Directors shall decide on the date of the General meeting and Meeting invitations based on actual status.)*

Meeting venue: The Conference Hall of Bien Ho Tea Joint Stock Company, Hamlet 5, Nghia Hung Commune, Chu Pah District, Gia Lai Province.

***2. Tentative agenda of the General Meeting:***

- Report on the activities of the Board of Directors in 2024 and the operational directions in 2025.

- Report of the Board of Management on the results of production and business in 2024 and the production and business plan in 2025

- Proposal on remuneration for 2024 and remuneration plan for 2025 of members of the Board of Directors and Board of Supervisors;
- Proposal for the approval of the audited financial statements for 2024;
- Proposal for the production and business plan for 2025;
- Proposal for approval of transactions with internal persons and related persons;
- Proposal for approval of dismissal of members of the Board of Directors;
- Proposal for approval of the reduction in the number of Board of Directors members from five (05) to three (03);
- Proposal on the selection of the auditing firm for the 2025 financial statements;
- Other matters under the authority of the General Meeting of Shareholders.

**Article 2.** The Chairman of the Board of Directors authorizes Mr. Nguyen Cong Tien, Member of the Board of Directors and General Director, the Company's legal representative, on behalf of the Chairman to convene and carry out the procedures related to the organization of the 2025 Annual General Meeting of Shareholders

**Article 3.** The members of the Board of Directors, the Board of Management, the heads of specialized departments and related individuals shall take responsibility for implementing this Resolution. This Resolution shall take effect from the date of signing./.

**Recipient:**

- BoD, BoS, BoM;
- Departments and units;
- Saved by: Secretary of BoD, AGM 2025 document.

**ON BEHALF OF  
THE BOARD OF DIRECTORS**



**TRINH QUANG HUNG**



No.:10/TB-FGL

Gia Lai, February 19, 2024

*Re: Finalization of the List of  
Shareholders attending the 2025  
Annual General Meeting*

**NOTICE**

**(Regarding the Record Date for exercising the right to attend  
the 2025 Annual General Meeting of Shareholders)**

**To:** - Vietnam Securities Depository and Clearing Corporation (VSDC)  
- The State Securities Commission  
- Hanoi Stock Exchange

Issuer's name: **Công ty cổ phần Cà phê Gia Lai**

Trading Name: Gia Lai Coffee Joint Stock Company

Address: No. 97 Pham Van Dong/Yet Kieu, Thong Nhat Ward, Pleiku City, Gia Lai Province

Telephone: 02693 824654 Fax: 02693 822847

We hereby notify the Vietnam Securities Depository and Clearing Corporation (VSDC) of the record date for finalizing the list of security holders as follows:

Security name: **Shares of Gia Lai Coffee Joint Stock Company**

Security code: **FGL**

Type of Securities: **Common Shares**

Par Value: **10.000 VND/share**

Trading Platform: **UPCOM**

Record date: **March 18, 2024.**

**1. Reason and Purpose:** To finalize the list of shareholders for organizing the 2025 Annual General Meeting of Shareholders.

**2. Specific Details: Organization of 2025 Annual General Meeting of Shareholders**

- Execution ratio: 01 share - 1 voting right
- Tentative meeting time: April 17, 2025 *(as per the meeting invitation)*
- Meeting venue: The Conference Hall of Bien Ho Tea Joint Stock Company, Hamlet 5, Nghia Hung Commune, Chu Pah District, Gia Lai Province
- Meeting Agenda: Approval of matters under the authority of the General Meeting of Shareholders

**We kindly request VSDC to prepare and send to our Company the list of security holders as of the record date mentioned above to the following address:**

- Address to receive the list (Hard copy): Gia Lai Coffee Joint Stock Company, No. 97 Pham Van Dong/Yet Kieu, Thong Nhat Ward, Pleiku City, Gia Lai Province.
- Email for Data files: [tchcgiacomex@gmail.com](mailto:tchcgiacomex@gmail.com).



- Contact Phone Number: 0985826747

We hereby commit that the information of security holders listed herein will be strictly utilized for its designated purpose and in compliance with VSDC regulations. Our company shall take full legal responsibility for any violations that may arise.

***Recipient:***

- As above;
- Saved by: Clerical Dept.

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



**CHỦ TỊCH HĐQT**  
*Trình Quang Hùng*