



## PHU BAI SPINNING MILL JOINT STOCK COMPANY

Address: Phu Bai Industrial Zone, Phu Bai Ward, Huong Thuy Town, Hue City, Vietnam

Telephone: 0234- 3863240/ 3863367

Fax: 0234- 3863363

Email: [info@phubaispinning.com](mailto:info@phubaispinning.com)

Website: [www.phubaispinning.com](http://www.phubaispinning.com)

No: 101 /AGM 2025

Hue, March 24<sup>th</sup> 2025

### NOTICE

#### ORGANIZATION OF THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

##### To: Esteemed Shareholders of Phu Bai Spinning Mill Joint Stock Company

The Board of Directors of Phu Bai Spinning Mill Joint Stock Company is pleased to announce and invite all shareholders to attend the 2025 Annual General Meeting of Shareholders.

**1- Time:** At 9:00 AM on Friday, April 18<sup>th</sup>, 2025.

**2- Venue:** Meeting Room, Phu Bai Spinning Mill Joint Stock Company (Address: Phu Bai Industrial Zone, Phu Bai Ward, Huong Thuy Town, Hue City, Vietnam).

**3- Participants:** All shareholders listed as of 14<sup>th</sup> March 2025.

**4- Matters for Approval by the General Meeting of Shareholders:**

- + Report on the production and business performance results in 2024 and the production and business plan in 2025 of the Company;
- + Report on the activities of the Board of Directors in 2024 and the 2025 plan;
- + Audited Financial Statements for 2024 by KPMG Vietnam Ltd;
- + Supervisory Board's report on the Company's business performance evaluation for 2024;
- + Report on the remuneration settlement for Board of Directors and Supervisory Board members for 2024 and the proposed remuneration for 2025;
- + Proposal on salaries and job coefficient payments for the Company's Executive Board and staff in 2025;
- + Proposal for selecting an auditing firm for the 2025 financial statements;
- + Proposal for amendments and updates to the Company Charter and the Board of Directors' operating regulations in compliance with the latest legal provisions;
- + Other matters under the authority of the General Meeting of Shareholders.

##### 5- Meeting Documents:

- Documents will be provided directly to shareholders at the meeting.
- Shareholders can also review documents in advance, available on the Company's website: [www.phubaispinning.com](http://www.phubaispinning.com), under the "SHAREHOLDER INFORMATION" section, from March 28<sup>th</sup>, 2025.

## 6- Meeting Attendance Registration:

Shareholders attending or authorizing another person to attend the meeting must complete the Confirmation/ Proxy Form (hereinafter referred to as the Confirmation Form) and submit it to the Company ***not later than 16:30PM on April 14<sup>th</sup>, 2025***, via the following details:

### **Phu Bai Spinning Mill Joint Stock Company**

- + *Address: Phu Bai Industrial Zone, Phu Bai Ward, Huong Thuy Town, Hue City, Vietnam*
- + *Phone: 0234-3863240 / 3863367 ; Fax: 0234-3863363*
- + *Or please Contact **Mr. Nguyen Tuong Huy** – Mobile: 0903314274 / 0838029972; Email: [huynt@phubaispinning.com](mailto:huynt@phubaispinning.com)*

### **\* Note:**

- Shareholders or authorized persons attending the meeting must bring the **Notice, the original Confirmation Form, and a Citizen ID card** for verification.
- Shareholders can download the Confirmation Form from the “SHAREHOLDER INFORMATION” section on the Company's website: [www.phubaispinning.com](http://www.phubaispinning.com)

**This notice serves as the official Invitation.**

### **\* Recipients:**

- Shareholders;
- Board of Directors;
- Information Disclosure Officer;
- Website: [www.phubaispinning.com](http://www.phubaispinning.com);
- Administration, Accounting & Finance.

**ON BEHALF OF THE BOARD OF DIRECTORS**

**CHAIRMAN**



**Pham Van Tan**



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### CONFIRMATION / PROXY FORM FOR ATTENDANCE AT THE 2025 AGM OF SHAREHOLDERS PHU BAI SPINNING MILL JOINT STOCK COMPANY

- To: - BOARD OF DIRECTORS OF PHU BAI SPINNING MILL JSC.  
- EXECUTIVE MANAGEMENT OF PHU BAI SPINNING MILL JSC

Shareholder's Name (Individual/Organization): .....

ID/Passport/Business Registration Certificate No.: .....

Issued on: ...../...../..... Place of issue: .....

Permanent Address: .....

Phone/Mobile: ..... Fax: .....

Number of Shares Owned: ..... shares

(In words: .....

Pursuant to the Invitation to the 2025 Annual General Meeting of Shareholders of Phu Bai Spinning Joint Stock Company, scheduled to be held on April 18, 2025, I/We confirm my/our attendance or proxy arrangement, as follows:

(Please mark 'X' in the corresponding box below):

1. ☐ Attending in person
2. ☐ Not attending in person, authorizing a Board Member to attend on my behalf;

(Please mark 'X' in the box corresponding to the authorized Board Member)

1.	<input type="checkbox"/>	Mr. PHẠM VĂN TÂN	– Chairman of the Board of Directors
2.	<input type="checkbox"/>	Mr. TRẦN ĐÌNH HIỆP	– Board Member – General Director
3.	<input type="checkbox"/>	Ms. LÊ THỊ QUÊ HƯƠNG	– Board Member – Deputy General Director
4.	<input type="checkbox"/>	Mr. BÙI THÀNH HÙNG	– Board Member
5.	<input type="checkbox"/>	Mr. TRƯƠNG VĂN HIỀN	– Board Member



3. ☐ **Not attending in person, authorizing another person to attend on my/our behalf:**

Authorized Shareholder's Name (Individual/Organization): .....

ID/Passport/Business Registration Certificate No.: .....

Issued on: ...../...../..... Place of issue: .....

Permanent Address: .....

Phone/Mobile No: ..... Fax: .....

The authorized representative shall have the right to attend, participate and vote on all matters, as well as exercise nomination, candidacy and election rights for the Board of Directors and the Supervisory Board of the Company at the 2025 Annual General Meeting of Shareholders.

The authorized representative is not permitted to delegate authority to another person and is responsible for informing the grantor of voting results at the Meeting.

This Confirmation/Proxy Form is effective from the date of signing and shall expire upon the conclusion of the Meeting.

I/We confirm that I/We take full responsibility for this authorization and commit to complying with the current laws and the Company's Charter.

....., April ....., 2025

**AUTHORIZED REPRESENTATIVE**

*(Sign & Full Name)*

**GRANTOR**

*(Sign, Full Name, and Seal – if an organization)*





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No: 102 /AGM 2025

Hue, March 24<sup>th</sup> 2025

### NOTICE

#### ORGANIZATION OF THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

##### **To: The Supervisory Board of Phu Bai Spinning Mill Joint Stock Company**

The Board of Directors of Phu Bai Spinning Mill Joint Stock Company is pleased to announce and invite the Supervisory Board to attend the 2025 Annual General Meeting of Shareholders:

**1- Time: At 9:00 AM on Friday, April 18<sup>th</sup>, 2025.**

**2- Venue:** Meeting Room, Phu Bai Spinning Mill Joint Stock Company (*Address: Phu Bai Industrial Zone, Phu Bai Ward, Huong Thuy Town, Hue City, Vietnam*).

**3- Participants:** Members of the Company's Supervisory Board.

##### **4- Matters for Approval by the General Meeting of Shareholders:**

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- + Report on the activities of the Board of Directors in 2024 and the 2025 plan;
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- + Proposal on salaries and job coefficient payments for the Company's Executive Board and staff in 2025;
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- + Proposal for amendments and updates to the Company Charter and the Board of Directors' operating regulations in compliance with the latest legal provisions;
- + Other matters under the authority of the General Meeting of Shareholders.

##### **5- Meeting Documents:**

The documents can be reviewed in advance on the Company's website: [www.phubaispinning.com](http://www.phubaispinning.com), under the "SHAREHOLDER INFORMATION" section, from March 28<sup>th</sup>, 2025.

## 6- Meeting Attendance Registration:

Members of the Supervisory Board are kindly requested to confirm their attendance **not later than 16:30PM on April 14th, 2025**, via the following details:

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**This notice serves as the official Invitation.**

### **\* Recipients:**

- Supervisory Board;
- Information Disclosure Officer;
- Website: [www.phubaispinning.com](http://www.phubaispinning.com);
- Administration, Accounting & Finance.

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



**Pham Van Tan**