



VIETNAM HERBS AND FOODS JOINT STOCK COMPANY
2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

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VOTING BALLOT
VOTER CODE:

Full name of Voter:
Number of votes owned: votes
Number of authorized votes: votes
Total number of votes represented: votes

(Voters are kindly requested to mark the box corresponding to the selected opinion for each voting item)

ITEM	Approve	Disapprove	Abstain
Content 01: Approval of the Report on the Board of Directors' activities in 2024, orientation for 2025	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Content 02: Approval of the Report on activities of the independent member of the Board of Directors in the Audit Committee in 2024	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Content 03: Approval of the Report of the Board of Management on the business performance in 2024 and the business plan for 2025	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Content 04: Approval of the 2024 audited financial statements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Content 05: Approval of the profit distribution for 2024 and the profit distribution plan for 2025	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Content 06: Approval of the remuneration for the Board of Directors and the Audit Committee in 2024 and the plan for 2025	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Content 07: Approval of the selection of an independent auditing company to audit the financial statements for the 2025 fiscal year	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Instructions:

Shareholders shall mark one of the three boxes: **Approve/**
Disapprove/ Abstain for each voting item.

May 28, 2025

VOTER

(Sign and Full Name)

No.: 1405/2025-NG/HĐQT

Hanoi, May 14, 2025

RESOLUTION

***Re: The update and amendment of the documents submitted to the 2025 Annual
General Meeting of Shareholders***

BOARD OF DIRECTORS OF

VIETNAM HERBS AND FOODS JOINT STOCK COMPANY

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, as amended and supplemented by Law No. 03/2022/QH15, passed by the National Assembly of the Socialist Republic of Vietnam on January 11, 2022, and its guiding regulations;

Pursuant to the Charter on the organization and operation of Vietnam Herbs and Foods Joint Stock Company;

Pursuant to the Minutes of the Board of Directors' meeting no 1405/2025-BBH/HĐQT dated May 14, 2025;

DECISIONS:

Article 1: Approve the update and amendment of the contents of the documents submitted to the 2025 Annual General Meeting of Shareholders of Vietnam Herbs and Foods Joint Stock Company as follows:

- Amend the draft Voting Ballot and the draft Meeting minutes included in the documents submitted to the 2025 Annual General Meeting of Shareholders. Reason: update and amend in accordance with the meeting agenda.
- The contents of other Reports and Proposals that have been disclosed remain unchanged.

Article 2: This Resolution shall take effect from the date of signing. Members of the Board of Directors, the General Director, and relevant departments are responsible for implementing this decision

Recipients:

- As per Article 2;
- Save: Administration Office.

O.B.O BOARD OF DIRECTORS



No: 2805/2025/BBH-ĐHĐCĐ/VHE

Hanoi, May 28, 2025

MINUTES
OF THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
VIETNAM HERBS AND FOODS JOINT STOCK COMPANY

Company Name: Vietnam Herbs and Foods Joint Stock Company

Head office: No. 277 Van Xuan Street, Ha Mo Commune, Dan Phuong District, Hanoi City

Business registration number: 0107409148

Meeting time: Starting at 09:00 on 28/05/2025

Meeting venue: Company Office, No. 277 Van Xuan Street, Ha Mo Commune, Dan Phuong District, Hanoi City

Agenda and content: According to the agenda and content of the 2025 Annual General Meeting of Shareholders approved by the General Meeting of Shareholders

Number of voters attending: ... shareholders and authorized representatives of shareholders attending the meeting (hereinafter referred to as “voters”), representing ... shares with voting rights attending the meeting, equivalent to votes, accounting for % of the total votes of all shareholders entitled to vote of the Company.

A. PROCEDURES

❖ Voter Eligibility Verification Report

Ms. Do Thi Hanh, Head of the Voter Eligibility Verification Committee, reported the results of the examination of shareholders' eligibility attending the General Meeting, specifically:

- At....., May 28, 2025: There were voters attending the General Meeting, representing votes, accounting for % of the total votes of all shareholders entitled to vote of the Company. (based on the List of Shareholders entitled to attend the 2025 Annual General Meeting of Shareholders prepared by the Vietnam Securities Depository and Clearing Corporation on April 22, 2025).
- According to the provisions of current law and the Company's Charter, the General Meeting is conducted when the number of shareholders attending the meeting, in person or by proxy, represents **more than 50%** of the total number of votes of Vietnam Herbs and Foods Joint Stock Company.

- Pursuant to the provisions of the current Law and the Company's Charter, the 2025 Annual General Meeting of Shareholders of Vietnam Herbs and Foods Joint Stock Company with the above participants is valid and qualified to proceed .

B. MEETING CONTENT

I. Ms. Nguyen Minh Phuong, on behalf of the Organizing Committee, announced the reason and opened the General Meeting.

II. Ms. Nguyen Minh Phuong, on behalf of the Organizing Committee, introduced the Presidium and Chair of the General Meeting, including:

- Mr. Bui Tien Vinh – Chairman of the Board of Directors – Chairman of the General Meeting
- Mr. Nguyen The Hung – Board Member and General Director
- Mr. Tran Nhat Thanh - Board Member
- Mr. Nguyen Tai Duc - Board Member
- Mr. Nguyen Dinh Cong – Board Member

III. The Chairman introduced the General Meeting Secretariat, including:

- Ms. Ta Thi Chi Vi Nhi– Head of Secretariat
- Ms. Nguyen Minh Phuong– Member of the Secretariat

IV. The Chairman nominates members of the Vote Counting Committee, including:

- Ms. Bui Thi Huong - Head of the Vote Counting Committee
- Ms. Nguyen Thi Hai Hoi - Member of the Vote Counting Committee

V. The Presidium presented the Agenda and Content of the 2025 Annual General Meeting of Shareholders and the Regulations on organizing the 2025 Annual General Meeting of Shareholders.

VI. Approval of the List of members of the Vote Counting Committee, Meeting content and agenda, Regulations on organizing the 2025 Annual General Meeting of Shareholders.

1. The General Meeting of Shareholders unanimously approved the List of members of the Vote Counting Committee with a voting rate of% of the total votes of all the Shareholders attended and voted approve.
2. The General Meeting of Shareholders unanimously approved the Content and Agenda of the meeting with a vote of approval of% of the total votes of all the Shareholders attended and voted approve.
3. The General Meeting of Shareholders unanimously approved the Regulations on organizing the 2025 Annual General Meeting of Shareholders with the approval rate of% of the total votes of all the Shareholders attended and voted approve.

VII. Present reports and proposals on matters that need to be voted on by shareholders at the General Meeting.

1. Mr. Bui Tien Vinh presented a summary of the Report on the Board of Directors' activities in 2024, orientation for 2025.
2. Mr. Nguyen Dinh Cong presented a summary of the Report on activities of the independent member of the Board of Directors in the Audit Committee in 2024.
3. Mr. Nguyen The Hung presented the Report of the Board of Management on the business performance in 2024 and the business plan for 2025.

4. Mr. Nguyen Dinh Cong presented the Proposal regarding the approval of The 2024 audited financial statements.
5. Mr. Nguyen Dinh Cong presented the Proposal regarding The profit distribution for 2024 and the profit distribution plan for 2025.
6. Mr. Nguyen Dinh Cong presented the Proposal regarding The remuneration for the Board of Directors and the Audit Committee in 2024 and the plan for 2025.
7. Mr. Nguyen Dinh Cong presented the Proposal regarding The selection of an independent auditing company to audit the financial statements for the 2025 fiscal year.

VIII. EXCHANGE AND DISCUSSION

Question 1:

Response from the Presidium:

Question 2:

Response from the Presidium:

IX. VOTING ON REPORTS, PROPOSALS AND ANNOUNCEMENT OF VOTING RESULTS

1. Head of the Vote Counting Committee on behalf of the Organizing Committee:
 - Instructions on how to vote.
2. The General Meeting proceeded to vote.
3. The Vote Counting Committee counted the votes and announced the results:

At ... hours ... minutes, May 28, 2025: there were voters attending the General Meeting, representing votes , accounting for % of the total votes of all shareholders entitled to vote of the Company. Accordingly:

- 3.1. The vote counting results for each voting content regarding the approval of reports and Proposals are as follows:
 - Total number of ballots issued: ... represents ... votes, accounting for ...% of the total votes of the Shareholders attended the meeting.
 - Total number of ballots collected: ... represents ... votes, accounting for ...% of the total votes of the Shareholders attended the meeting.
 - Total number of ballots not collected: ... represents ... votes, accounting for ...% of the total votes of the Shareholders attended the meeting.

Content 01: Approval of the Report on the Board of Directors' activities in 2024, orientation for 2025 (According to Report No. 2805/2025/BCHĐQT-ĐHĐCĐ dated May 28, 2025 – Attached to this Minutes)

- Total number of valid votes: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of votes to approve: ... represents: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of votes to disapprove: ... represents: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of abstentions: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.

- Total number of invalid votes: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.

Conclusion: Therefore, content 01 was approved with a rate of% of the total votes of shareholders attended and voted approve.

Content 02: Approval of the Report on activities of the independent member of the Board of Directors in the Audit Committee in 2024 (*According to Report No. 2805/2025/BCHDQTĐL-ĐHĐCĐ dated May 28, 2025 – Attached to this Minutes*)

- Total number of valid votes: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of votes to approve: ... represents: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of votes to disapprove: ... represents: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of abstentions: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of invalid votes: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.

Conclusion: Therefore, content 02 was approved with a rate of% of the total votes of shareholders attended and voted approve.

Content 03: Approval of the Report of the Board of Management on the business performance in 2024 and the business plan for 2025 (*According to Report No. 2805/2025/BCBTGD-ĐHĐCĐ dated May 28, 2025 - Attached to this Minutes*)

- Total number of valid votes: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of votes to approve: ... represents: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of votes to disapprove: ... represents: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of abstentions: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of invalid votes: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.

Conclusion: Therefore, content 03 was approved with a rate of% of the total votes of shareholders attended and voted approve.

Content 04: Approval of The 2024 audited financial statements (*According to Proposal No. 01/2025/TTr-ĐHĐCĐ) May 28, 2025 – Attached to this Minutes*)

- Total number of valid votes: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of votes to approve: ... represents: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of votes to disapprove: ... represents: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.

- Total number of abstentions: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of invalid votes: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.

Conclusion: Therefore, content 04 was approved with a rate of% of the total votes of shareholders attended and voted approve.

Content 05: Approval of The profit distribution for 2024 and the profit distribution plan for 2025 (According to Proposal No. 02/2025/TTr-ĐHĐCĐ) May 28, 2025 – Attached to this Minutes)

- Total number of valid votes: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of votes to approve: ... represents: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of votes to disapprove: ... represents: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of abstentions: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of invalid votes: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.

Conclusion: Therefore, content 05 was approved with a rate of% of the total votes of shareholders attended and voted approve.

Content 06: Approval of The remuneration for the Board of Directors and the Audit Committee in 2024 and the plan for 2025 (According to Proposal No. 03/2025/TTr-ĐHĐCĐ) May 28, 2025 – Attached to this Minutes)

- Total number of valid votes: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of votes to approve: ... represents: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of votes to disapprove: ... represents: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of abstentions: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of invalid votes: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.

Conclusion: Therefore, content 06 was approved with a rate of% of the total votes of shareholders attended and voted approve.

Content 07: Approval of The selection of an independent auditing company to audit the financial statements for the 2025 fiscal year (According to Proposal No. 04/2025/TTr-ĐHĐCĐ) May 28, 2025 – Attached to this Minutes)

- Total number of valid votes: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.

- Total number of votes to approve: ... represents: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of votes to disapprove: ... represents: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of abstentions: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.
- Total number of invalid votes: ... representing: ... votes, accounting for: ...% of the total votes of shareholders attended and voted.

Conclusion: Therefore, content 07 was approved with a rate of% of the total votes of shareholders attended and voted approve.

X. GENERAL MEETING CLOSING PROCEDURES

1. Ms. Ta Thi Chi Vi Nhi - Head of the General Meeting's Secretariat read the Draft Resolution of the 2025 Annual General Meeting of Shareholders
2. Ms. Ta Thi Chi Vi Nhi - Head of the General Meeting's Secretariat read the Draft Minutes of the 2025 Annual General Meeting of Shareholders
3. The General Meeting of Shareholders unanimously approved the full text of the Resolution and Minutes of the Meeting.
4. Mr. Bui Tien Vinh - Chairman of the General Meeting declared the General Meeting closed.

O.B.O General Meeting Secretariat

TA THI CHI VI NHI

Chairman of the meeting



BUI TIEN VINH

