

**RESOLUTION OF THE BOARD OF DIRECTORS**

*(Re: Approval of the official time, venue, and agenda of the 2025 Annual General Meeting of Shareholders; Approval of the documents attached to the AGM agenda; Approval of the resignation letter of a member of the Supervisory Board)*

**THE BOARD OF DIRECTORS OF VIET NAM MEDICINAL MATERIALS  
JOINT STOCK COMPANY**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17<sup>th</sup>, 2020;
- Pursuant to the Charter on Organization and Operation of Viet Nam Medicinal Materials Joint Stock Company;
- Pursuant to the resignation letter submitted by a member of the Supervisory Board to the Board of Directors of Viet Nam Medicinal Materials Joint Stock Company dated May 20<sup>th</sup>, 2025;
- Pursuant to the Minutes of the Board of Directors' meeting No. 13 /2025/BBH-HDQT/DLVN dated May 20<sup>th</sup>, 2025 of Viet Nam Medicinal Materials Joint Stock Company;

**RESOLVES:**

**Article 1.** To approve the official time and venue for the 2025 Annual General Meeting of Shareholders as follows:

- Time of the Meeting: From 08:00 AM, June 16<sup>th</sup>, 2025
- Format: In-person
- Venue: Muong Thanh Luxury Phu Tho Hotel, Lot CC17, Hung Vuong Square, Gia Cam Ward, Viet Tri City, Phu Tho Province
- Content: As per the Agenda of the 2025 Annual General Meeting of Shareholders of Viet Nam Medicinal Materials Joint Stock Company, which has been sent to shareholders and disclosed by applicable regulations.

**Article 2.** To approve the reports and accompanying documents related to the Agenda of the 2025 Annual General Meeting of Shareholders:

All AGM materials (including but not limited to the meeting invitation, agenda, voting ballots, reports, proposals, supporting documents used in the meeting, and draft resolutions for each item on the





agenda) shall be published and continuously updated by the Company at the following link: <https://duoclieuvietnam.com.vn/en/> under the “General Meeting of Shareholders” section from May 26<sup>th</sup>, 2025.

**Article 3. Approval of the receipt of the resignation letter from a member of the Supervisory Board as follows:**

No.	Full name	Position	Date of Receipt of Resignation Letter
1	Ms. Nguyen Diep Khanh Linh	Head of the Supervisory Board	May 20, 2025

*(The resignation letter of the Supervisory Board member is attached to this Resolution and shall be disclosed in accordance with applicable regulations.)*

Regarding the resignation of the above Supervisory Board member, the Board of Directors has supplemented the agenda of the 2025 Annual General Meeting of Shareholders to include the dismissal of the Supervisory Board member (due to resignation) for approval by the General Meeting of Shareholders.

To consolidate the Supervisory Board’s personnel, the Board of Directors shall announce the nomination and candidacy process for the replacement member to serve for the remainder of the 2021-2026 term, in accordance with regulations.

**Article 4. This Resolution shall take effect from the date of signing.**

The Board of Directors authorizes the Chairman of the Board to carry out all procedures to organize the 2025 Annual General Meeting of Shareholders in compliance with applicable laws and the Company’s Charter.

Based on their assigned functions and duties, the General Director, relevant departments, and individuals shall be responsible for implementing this Resolution.

Recipients:

- As stated in Article 4;
- Supervisory Board;
- Archive: Office of the Board of Directors;

**ON BEHALF OF THE BOARD OF DIRECTORS**



NGUYEN VAN CAI



## ANNOUNCEMENT

**Re: Invitation to Attend the 2025 Annual General Meeting of Shareholders**

**To: Valued Shareholders of Viet Nam Medicinal Materials Joint Stock Company**

The Board of Directors (the “BOD”) of Viet Nam Medicinal Materials Joint Stock Company (DVM) is pleased to invite our esteemed shareholders to attend the 2025 Annual General Meeting of Shareholders (AGM) with the following details:

1. **Time:** From 08:00 AM, June 16<sup>th</sup>, 2025
2. **Venue:** Muong Thanh Luxury Phu Tho Hotel, Lot CC17, Hung Vuong Square, Gia Cam Ward, Viet Tri City, Phu Tho Province.
3. **Eligibility to Attend:** All shareholders (or their authorized representatives) holding DVM shares as per the finalized list of shareholders eligible to attend the AGM dated May 19<sup>th</sup>, 2025.
4. **Agenda of the Meeting:**
  - Reports on the activities of the BOD and Supervisory Board for the year 2024 and the orientations and business plan for 2025;
  - Proposal for the approval of regular matters under the authority of the General Meeting of Shareholders, including the approval of the audited financial statements for the fiscal year 2024; the profit distribution and dividend payment plan for 2024 and the proposed plan for 2025; the remuneration, bonus, and allowances paid in 2024 and the proposed remuneration plan for 2025 for the Board of Directors and the Supervisory Board; and the selection of the auditing firm for the financial statements for the fiscal year 2025;
  - Submission of the plan to issue shares to pay dividends to existing shareholders;
  - Submission of the plan to offer shares for charter capital increase.
  - Personnel and re-appointment to the Supervisory Board for the remainder of the 2021–2026 term;
  - Other matters under the authority of the General Meeting of Shareholders (*if any, as per the Meeting Agenda*).





5. **Required documents for attending shareholders/authorized representatives:**

- National ID/ Citizen ID/ Passport/ Certified business registration (as applicable)
- A valid Power of Attorney *(if attending under proxy)*.

6. **Related materials and proxy form:** All AGM documents, including the proxy form, will be published on the Company's official website at: <https://duoclieuvietnam.com.vn/vi/> from May 26<sup>th</sup>, 2025.

Should shareholders have any questions or require further assistance, please contact:

Ms. **Nguyen Diep Khanh Linh** – Head of Supervisory Board, Viet Nam Medicinal Materials JSC

Address: Hamlet 8, Phu Ninh Commune, Phu Ninh District, Phu Tho Province

Phone: (+84) 243 984 1255 (ext. ....) \* Fax: 0915.358.358

Email: [headoffice@vietmec.vn](mailto:headoffice@vietmec.vn)

We respectfully request that shareholders kindly arrange to attend the Meeting on time to ensure its success.

Sincerely,

ON BEHALF OF  
THE BOARD OF DIRECTORS

CHAIRMAN

