

No. 3550/TB-TMD

Quang Ninh, October 7, 2025

NOTICE OF MEETING INVITATION
Extraordinary General Meeting of Shareholders in 2025

Dear: Shareholders of Mong Duong Coal Joint Stock Company - Vinacomin

Company Name: Mong Duong Coal Joint Stock Company - Vinacomin
(Ticker: MDC).

Head office: Group 7, Zone 3, Mong Duong Ward, Quang Ninh Province.

Business code: 5700101323

Pursuant to the Charter of organization and operation of Mong Duong - Vinacomin Coal Joint Stock Company approved by the General Meeting of Shareholders on April 24, 2021;

Pursuant to Resolution No. 41/NQ-HDQT dated 9/9/2025 of the Board of Directors of Mong Duong - Vinacomin Coal Joint Stock Company on the organization of the Extraordinary General Meeting of Shareholders in 2025 and Resolution No. 45/NQ-HDQT dated 07/10/2025;

Based on the Company's production and business conditions, the Board of Directors of Mong Duong Coal Joint Stock Company - Vinacomin announces the invitation to a meeting to all shareholders on the organization of the Extraordinary General Meeting of Shareholders in 2025 with the following contents:

1. Time and place:

- Time: **09:30', October 28, 2025 (Tuesday)**
- Location: Office - Mong Duong Coal Joint Stock Company - Vinacomin
(Group 7 - Zone 3 - Mong Duong Ward - Quang Ninh Province)

2. Participants in the General Meeting of Shareholders:

- The Board of Directors, the Supervisory Board of the Company.
- Shareholders named in the list provided by the Vietnam Securities Depository and Clearing Corporation (VSDC) at the time of closing the list on September 30, 2025; or a legally authorized person to attend.

3. Contents of the congress: (The congress discusses, approves and votes on issues):

- Report of the Board of Directors on the appointment of Director of Mong Duong Coal Joint Stock Company - Vinacomin;
- Dismissal and election of additional members of the Board of Directors for the term 2023-2028;
- Other contents under the competence of the General Meeting of Shareholders.

4. Registration to attend the Congress:

In order to facilitate the organization of the General Meeting, shareholders are requested to send a certificate of attendance, or authorization to attend to the Organizing Committee of the General Meeting of Shareholders by post/fax/email before 16:30 on 22/10/2025 at the following address:

- Office of Mong Duong Coal Joint Stock Company - Vinacomin, Group 7, Zone 3, Mong Duong Ward, Quang Ninh Province;
- Telephone number: 0203.3868.271, Fax: 0203.3868.276;
- Email: nguyenthansontmd@gmail.com.

Shareholders please come to attend on time. When attending the General Meeting, shareholders or authorized persons are requested to bring their ID card/CCCD/Passport, original Power of Attorney (in case of authorized attendance) and present it to the Organizing Committee to check their eligibility to attend.

5. Documents enclosed with this notice include:

- Program of the Extraordinary General Meeting of Shareholders in 2025;
- Registration form to attend the Extraordinary General Meeting of Shareholders in 2025;
- The power of attendance to attend the General Meeting of Shareholders is enclosed with a list of recommendations for delegates so that shareholders can consider authorizing them to attend the Extraordinary General Meeting of Shareholders in 2025.
- In addition to the above documents, shareholders can get the documents of the General Meeting or update the latest information about the organization of the Extraordinary General Meeting of Shareholders in 2025 at the Company's website address www.Mongduongcoal.vn in the Documents section of the General Meeting of Shareholders. Shareholders have the right to propose issues in writing and request to send them to the Company before 7:30 a.m. on October 26, 2025.

The Board of Directors of Mong Duong Coal Joint Stock Company - Vinacomin would like to announce./.

Recipients:

- TKV Group (e-copy);
- Member of the Board of Directors, Supervisory Board (e-copy);
- Shareholders of the Company;
- CV posted on the Website (e-copy);
- Save: VT, Company Secretary.

**TM. BOARD
PRESIDENT**



Nguyen Trong Tot

Notes:

- Shareholders and authorized representatives shall pay their own expenses to attend the General Meeting.
- If you have any problems, please contact Mr. Nguyen Thanh Son - Company Secretary, phone number 0904 686 817.

DRAFT

PROGRAM

EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS IN 2025

| TT | Time | Content | Performer |
|---|---------------|--|---|
| 1 | 9h00'÷9h30' | Check shareholder status, distribute voting cards, voting slips and meeting documents | Mr. Le Trong Cuong Chief of Staff Organizing Committee of the Congress |
| 2 | 09h30'÷09h40' | Stabilize the organization, declare the reasons, introduce delegates, invite the chairman to run the congress | |
| 3 | 09h40'÷09h45' | Shareholder Eligibility Examination Report | Mr. Vu Duc Dinh Head of the Shareholder Eligibility Examination Committee |
| 4 | 09h45'÷09h50' | The Chairman introduces the Secretary, introduces and approves the personnel of the election and vote counting team | Mr. Nguyen Trong Tot, Chairman of the Board of Directors |
| 5 | 09h50'÷10h00' | - Presentation of the Agenda of the Extraordinary General Meeting of Shareholders in 2025 - Regulation on Organizing the Extraordinary General Meeting of Shareholders 2025 | Mr. Ngo Xuan Thuy, Member of the Board of Directors |
| | | Vote to approve | Mr. Nguyen Trong Tot, Chairman of the Board of Directors |
| Part I: Presentation of the report on the appointment of the Director and the dismissal of members of the Board of Directors | | | |
| 6 | 10h00'÷10h10' | - Report of the Board of Directors on the appointment of the Director of the Company; Report on the dismissal of members of the Board of Directors | Mr. Ngo Xuan Thuy, Member of the Board of Directors |
| 7 | 10h10'÷10h25' | - Discuss the dismissal of members of the Board of Directors; Voting to approve the dismissal of members of the Board of Directors | Mr. Nguyen Trong Tot, Chairman of the Board of Directors |
| 8 | 10h25'÷10h30' | - The election and vote counting team announces the results of the vote to dismiss members of the Board of Directors. | Vote counting team |

| TT | Time | Content | Performer |
|---|---------------|---|--|
| 9 | 10h30'÷10h40' | - Presenting the Election Regulations to elect 01 additional member of the Board of Directors. | Mr. Ngo Xuan Thuy, Member of the Board of Directors |
| 10 | 10h40'÷10h45' | - Vote to approve the Election Regulations | Mr. Nguyen Trong Tot, Chairman of the Board of Directors |
| 11 | 10h45'÷11h55' | - The election team shall perform the work of nominating and running for election and finalizing the list of candidates, distributing election ballots; Instructions for using the ballot and conducting the election | Election team, vote counting |
| 12 | 11h55'÷11h05' | The congress took a 10-minute break from work. | |
| Part II: Announcement of voting results, Minutes and Draft Resolution of the General Meeting | | | |
| 13 | 11h05'÷11h10' | Announcement of election results | Election team, vote counting |
| 14 | 11h10'÷11h15' | Members of the Board of Directors launched the General Meeting and gave flowers to farewell to those who stopped participating in the Board of Directors | Mr. Nguyen Trong Tot, Chairman of the Board of Directors |
| 15 | 11h15'÷11h25' | Presentation of the Minutes and Draft Resolution of the Extraordinary General Meeting of Shareholders in 2025 | Mr. Nguyen The Hanh Secretary of the Congress |
| | | Vote to approve the Minutes and Resolutions. | Mr. Nguyen Trong Tot, Chairman of the Board of Directors |
| 16 | 11h25'÷11h30' | Closing of the Congress. | Mr. Nguyen Trong Tot, Chairman of the Board of Directors |

ORGANIZER

EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS IN 2025



SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

.....day..... month..... Year 2025

REGISTRATION CERTIFICATE

Attending the Extraordinary General Meeting of Shareholders 2025
Mong Duong Coal Joint Stock Company - Vinacomin

To: Organizing Committee of the General Meeting of Shareholders

Name of shareholder (or organizational representative):

Address:.....

ID card/CCCD/passport number.

Date of issue..... Place of issue:

(or) Business registration certificate number:

by..... Issued on month..... year.....

Telephone:..... Fax..... Email.....

Own:..... Ordinary Shares

I/We have received the notice of convening the Extraordinary General Meeting of Shareholders in 2025 of Mong Duong Coal Joint Stock Company - Vinacomin, now confirming that we will attend the General Meeting in the following form:

- **DIRECTLY ATTENDING THE CONGRESS** ☐
- **AUTHORIZING REPRESENTATIVES TO ATTEND THE CONGRESS**
☐

(With a power of attorney attached)

Respectfully inform the Organizing Committee of the General Meeting of Shareholders for information and synthesis./.

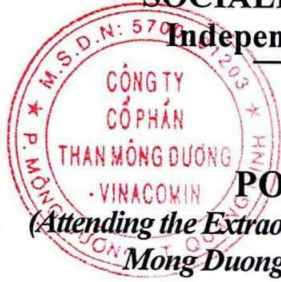
Signatures of shareholders
(Stamped if it is a legal shareholder)

***Notes:**

- Shareholders are requested to mark (x) in the corresponding box and send it back to the Organizing Committee of the General Meeting.
- If you authorize someone else to attend, please enclose the Power of Attorney to the Company.

SOCIALIST REPUBLIC OF VIETNAM

Independence – Freedom – Happiness



.....day..... month..... Year 2025

POWER OF ATTORNEY

*(Attending the Extraordinary General Meeting of Shareholders in 2025
Mong Duong Coal Joint Stock Company - Vinacomin)*

1. AUTHORIZING PARTY:

Name of the individual/organization:
ID card/CCCD/Passport/Business license number:
Date of Issue Place of issue
Address:
Telephone:
Number of shares owned:
(In words:)

2. AUTHORIZED PARTIES:

Personal Name:
ID card/CCCD/Passport/Business license number:
Date of Issue Place of issue
Address:
Telephone:
Number of authorized shares:
(In words:)

* If the shareholders are unable to attend and there is no representative, they can authorize one of the members of the Board of Directors of the Company (*check the box with authorized members*):

- | | |
|---|---|
| <input type="checkbox"/> Mr. Nguyen Trong Tot | - Chairman of the Board of Directors |
| <input type="checkbox"/> Mr. Ngo Xuan Thuy | - Member of the Board of Directors |
| <input type="checkbox"/> Mr. Vadym d'Omin | - Member of the Board of Directors |
| <input type="checkbox"/> Mr. Pham Van Tac | - Independent member of the Board of Directors. |

3. AUTHORIZATION CONTENTS:

The Authorized Party is entitled to represent the Authorizing Party to attend the 2025 Extraordinary General Meeting of Shareholders of Mong Duong – Vinacomin Coal Joint Stock Company and perform all rights and obligations at the General Meeting of Shareholders related to the number of authorized shares.

This Power of Attorney is only effective during the time of holding the Extraordinary General Meeting of Shareholders in 2025 of Mong Duong - Vinacomin Coal Joint Stock Company, this authorization and commitment to strictly comply with the current provisions of the Law and the Charter of Mong Duong - Vinacomin Coal Joint Stock Company.

AUTHORIZED PARTY

(Sign, specify full name and seal)

AUTHORIZER

(Sign, specify full name and seal)

Note: The person authorized to attend the General Meeting of Shareholders is not allowed to re-authorize another person to attend the meeting.

Quang Ninh, October 28, 2025

DRAFT

WORKING REGULATIONS AT THE EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS

Pursuant to the Law on Enterprises of the National Assembly of the Socialist Republic of Vietnam No. 59/2020/QH14 dated 17/06/2020 and guiding documents;

Pursuant to the Company's Charter of organization and operation approved by the General Meeting of Shareholders on April 24, 2021;

The Extraordinary General Meeting of Shareholders of Mong Duong Coal Joint Stock Company – Vinacomin is organized and implemented according to the following Working Regulations:

Chapter I GENERAL PROVISIONS

Article 1. Scope and subjects of application

1. This Regulation applies to the organization of the Extraordinary General Meeting of Shareholders on October 28, 2025 of Mong Duong Coal Joint Stock Company – Vinacomin, specifying the rights and obligations of shareholders or authorized representatives of shareholders (shareholders/shareholders' representatives) participating in the General Meeting, conditions and formats for conducting the Congress.

2. Shareholders/shareholder representatives shall comply with the provisions of this Regulation.

Article 2. Objectives of the Congress

1. Ensuring the principles of openness, fairness and democracy.
2. To consolidate personnel who are managers by organizing a meeting of the General Meeting of Shareholders in accordance with the provisions of law and the Company's Charter.

Chapter II RIGHTS AND OBLIGATIONS OF PARTIES PARTICIPATING IN THE GENERAL MEETING

Article 3. Rights and obligations of shareholders

1. Eligibility:

Shareholders named in the list of allocation of voting rights made by the Vietnam Securities Depository and Clearing Corporation on September 30, 2025 in document No. VNMEETVSDM005937/VSDMDCXX dated 02/10/2025 issued to the Company;

2. Rights of eligible shareholders when attending the General Meeting:

a/ To vote on all matters falling under the competence of the General Meeting of Shareholders.

b/ To authorize in writing their representatives to attend and vote at the General Meeting of Shareholders on their behalf.

c. Shareholders/shareholders' representatives attending the General Meeting of Shareholders must bring their identity papers (ID cards/or passports/or CCCD...) and Power of Attorney (for *shareholders'* representatives) to present to the Organizing Committee and receive a voting card, voting slip, election slip stating the number of voting shares (*ownership and authorization*) of shareholders and with the seal of Mong Duong Coal Joint Stock Company - Vinacomin.

d. At the General Meeting, after listening to the report and report on the contents to be approved, the shareholders/shareholders' representatives will discuss and approve the contents in the form of holding up the voting card or filling in the voting form.

e. Shareholders/shareholder representatives attending the meeting have the right to give their opinions on the contents of the General Meeting at the discussion section under the management of the Chairman. Before expressing opinions, they must register in the registration form for expressing opinions (according to the prescribed form). In the registration form, shareholders need to clearly state the question or content of the statement. The registration form shall be transferred to the Chairman of the General Meeting for processing. When speaking, the content of the speech should be brief and consistent with the content being discussed at the Congress and the Congress program. The duration of the speech shall not exceed 05 minutes. Shareholders shall not restate the opinions expressed by other shareholders and only those expressed in accordance with the content of the General Meeting program will be recorded in the Minutes of the General Meeting.

f. Shareholders/shareholder representatives who attend the General Meeting late have the right to register to attend the General Meeting, immediately thereafter have the right to participate and vote at the General Meeting, but the Chairman is not responsible for stopping the General Meeting so that shareholders/shareholder representatives can register and the validity of the voted contents will not be affected.

3. Obligations of shareholders/shareholder representatives when attending the General Meeting:

a. Shareholders and/or authorized representatives are present at the prescribed time and must complete the registration procedures with the Organizing Committee of the General Meeting before entering the meeting room;

b. During the General Meeting, shareholders must comply with the instructions of the Chairman, behave civilly, dress politely, do not wear hats, do not smoke, do not talk privately, do not use mobile phones during the General Meeting. All mobile phones must be turned off or not ring.

c/ Shareholders must keep confidentiality, strictly comply with the regime of use and preservation of documents, and do not copy or record recordings and give them to persons outside the General Meeting without the permission of the Presidium;

d/ Persons authorized to attend the General Meeting may not re-authorize a third person to attend the General Meeting.

e. Sit in the right position or area specified by the Organizing Committee of the congress. Absolutely comply with the arrangement of the Organizing Committee.

f. The audio and video recording of the Congress must be publicly announced and approved by the Chairman of the Congress;

g. Register to speak at the Congress as prescribed, comply with the speech time and speech contents within the Congress program; Speaking and voting in accordance with the guidance of the Organizing Committee of the Congress and complying with the control of the Chairman of the Congress;

h. There is no act of disrupting the order or obstructing the normal course of the Congress, making the meeting not conducted in a fair and lawful manner;

k. Comply with the executive authority of the Chairman of the Congress; Strictly abide by the Regulation, respect the results of work at the Congress.

Article 4. The Shareholder Eligibility Examination Committee attended the General Meeting

1. The Shareholder Eligibility Examination Committee of the General Meeting consists of 03 people. The Shareholder Eligibility Examination Committee is responsible to the Chairman and the General Meeting of Shareholders for its duties.

2. Duties of the Shareholder Qualification Examination Board:

The Shareholder Eligibility Examination Committee of the General Meeting shall be responsible for examining the qualifications and situation of shareholders and shareholder representatives attending the meeting.

The Head of the Shareholder Eligibility Examination Committee shall report to the General Meeting of Shareholders on the situation of shareholders attending the meeting. If the meeting has a sufficient number of shareholders entitled to attend the meeting representing more than 50% of the voting shares, the General Meeting of Shareholders of the Company shall be held.

Article 5. Rights and obligations of the Chairman and Secretary of the Congress

1. Chairman of the General Meeting: The Chairman of the Board of Directors is the Chairman of the General Meeting. The Chairman of the Congress has the following tasks:

a/ To administer the activities of the Company's General Meeting of Shareholders according to the contents and programs approved by the General Meeting of Shareholders;

b/ Introduction of the Secretary of the Congress; Introducing the personnel of the election team and counting votes

c/ To guide shareholders/shareholders' representatives to discuss and collect voting opinions on issues included in the agenda, to decide on the order, procedures and events arising outside the agenda of the General Meeting.

d. Answering issues requested by shareholders/shareholder representatives.

e. Activities may be deemed necessary to administer the Congress in a lawful and orderly manner or to reflect the wishes of the majority of the delegates.

f. Perform other rights and obligations as prescribed in the Charter of Organization and Operation of Mong Duong Coal Joint Stock Company – Vinacomin.

2. Secretary of the congress:

a. The secretary is introduced by the Chairman of the Congress and approved by the Congress. The Secretary is responsible to the Chairman and the General Meeting of Shareholders for his/her duties and under the management of the Chairman.

b/ To assist the Chairman of the General Meeting in examining the qualifications of shareholders and representatives of shareholders to attend the meeting (when necessary);

c. Fully and truthfully record all developments of the General Meeting and matters approved by the shareholders or noted in the Minutes of the General Meeting of Shareholders.

d/ To assist the Chairman in announcing the draft documents, conclusions and resolutions of the General Meeting and the Chairman's notice to shareholders when requested; Receive and review the registration form to express the opinions of shareholders, and transfer it to the Chairman for decision.

e. Drafting Resolutions on issues passed at the Congress.

Article 6. Powers and tasks of the election and vote counting team

1. The election and vote counting team of the Congress consists of 03 people: 01 Head and 02 members recommended by the Chairman of the Congress and approved by the Congress.

2. Nest election and vote counting have the following tasks:

a. Supervise the voting of shareholders/shareholder representatives attending the General Meeting and accurately determine the voting results on each item to be voted on at the General Meeting;

b. Quickly summarize the number of voting shares according to each content for the Chairman to notify before the General Meeting.

c/ To consider and report to the Congress cases of violation of voting rules or written complaints about voting results;

d. The election and vote counting teams must make a record of vote counting and take responsibility before the Chairman and the General Meeting of Shareholders when performing their tasks.

Chapter III CONDUCTING THE CONGRESS

Article 7. Conditions for conducting the General Meeting of Shareholders

The General Meeting of Shareholders is conducted when the number of shareholders/shareholder representatives attending the meeting represents more than 50% of the voting shares according to the list of shareholders of Mong Duong Coal Joint Stock Company – Vinacomin.

Article 8. How to discuss and conduct voting

1. Principles:

a. The discussion shall only be carried out within the prescribed time and within the scope of the contents of the program of the General Meeting of Shareholders;

b. Shareholders have opinions to discuss and register the contents in the questionnaire and transfer it to the secretary of the General Meeting;

c. The Secretary of the General Meeting shall arrange the Shareholders' Question Sheets in the order of registration and forward them to the Chairman;

d/ Shareholders shall raise their hands when they need to make a speech or debate, and may speak only when agreed by the Chairman. Each shareholder speaks for no more than 03 minutes, the content should be concise and avoid duplication.

2. Answering the opinions of shareholders:

a. On the basis of the Shareholders' Question Sheet, the Chairman or a member appointed by the Chairman will answer the shareholders' opinions;

b. In case due to the time limitation of the meeting, questions that have not been answered directly at the General Meeting will be answered directly by the Company in writing.

3. The form of voting to approve issues at the General Meeting of Shareholders is as follows:

a. Voting in the form of holding up voting cards: this form is used to approve issues such as: Congress program; Working Regulations at the Congress; Composition of the vote-counting team; approving the Minutes of the Congress, the Resolution of the Congress and other contents at the Congress (if any);

b. Voting in the form of filling in the Voting Form: this form is used to approve the contents of the report and submission to the General Meeting, which is determined and clearly stated in each voting slip sent to each shareholder.

4. Voting method:

a. Delegates shall vote to approve, disapprove or disagree on an issue to be voted on at the General Meeting by holding up their voting cards or filling in the options on the voting sheets corresponding to the contents to be voted on.

b. When voting in the form of raising the voting card, the front of the voting card must be raised high towards the presiding delegation. Shareholders vote for each issue by holding up their voting cards when asked by the Chairman: (The first time: Vote in favor; The second time: Vote against it; The third time: Voting without opinions) on each specific content. Shareholders are only allowed to hold up their voting cards once for each content.

c/ When voting in the form of filling in the voting form, for each content, the delegates shall choose one of the three options "Approve", "Disapprove", "No opinion" pre-printed in the voting slip by marking "X" or "✓" in the box they choose. After completing all the contents to be voted on by the Congress, the delegates shall send the vote to the sealed ballot box at the Congress under the guidance of the vote counting team. The voting slip must be signed and clearly stated with the full name of the delegate.

d/ Invalid voting slips:

- The ticket is not issued by the Organizing Committee;
- The slip does not have a full signature and clearly states the full name of the delegate;
- The voting slip is crossed out, modified, and the voting content is inscribed;
- Voting issues that are not selected or select more than one option for a General Meeting Report shall be considered invalid.

5. Voting rules:

a. The voting value of a voting slip or voting card is determined by the number of voting shares owned by such shareholder or authorized representative to attend the General Meeting. Each ownership share or ownership representative corresponds to a voting unit.

b. Voting slips and voting cards stamped with the Company's seal are issued by the Shareholder Eligibility Examination Board to shareholders or authorized representatives of shareholders attending the meeting. Voting slips and voting cards are inscribed with codes, full names, signatures of shareholders or authorized representatives of shareholders and other technical factors to help count votes accurately and conveniently.

c/ Except for the case specified at Point c, Clause 4 of this Article, the remaining decisions of the General Meeting of Shareholders shall be adopted when 51% or more of the total votes of shareholders with voting rights are present in person or through authorized representatives present at the General Meeting of Shareholders.

Article 9. Resolution and Minutes of the General Meeting of Shareholders.

The Minutes of the Congress and the Resolution of the Congress must be read and approved before the closing of the Congress.

Chapter IV

IMPLEMENTATION PROVISIONS

Article 10. Implementation provisions

- This Regulation consists of 4 chapters and 10 articles that take effect immediately after being approved at the Extraordinary General Meeting of Shareholders on October 28, 2025 of Mong Duong Coal Joint Stock Company – Vinacomin.

- Shareholders and authorized representatives attending the General Meeting must strictly abide by the Working Regulations at the General Meeting of Shareholders. Shareholders who violate this Regulation shall, depending on the specific severity, the Chairman consider and take action according to the Company's Charter and the Enterprise Law.

- The General Meeting of Shareholders shall decide on the amendment and supplementation of this Regulation./.

Recipients:

- Shareholders attending the General Meeting (e-copy);
- Member of the Board of Directors, Supervisory Board (e-copy);
- CV Department (e-copy, Posted on Website);
- Save: VT, Company Secretary.

**TM. BOARD
PRESIDENT**

Nguyen Trong Tot

Quang Ninh, October 28, 2025

DRAFT

ELECTION REGULATIONS
ELECTION OF ADDITIONAL MEMBERS OF THE BOARD OF
DIRECTORS FOR THE TERM 2023-2028
AT THE EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS IN
2025
MONG DUONG COAL JOINT STOCK COMPANY - VINACOMIN

Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020 of the National Assembly and guiding documents;

Pursuant to the Charter of organization and operation of Mong Duong Coal Joint Stock Company - Vinacomin approved on April 24, 2021;

Pursuant to the Internal Regulation on Corporate Governance of Mong Duong Coal Joint Stock Company - Vinacomin approved on April 24, 2021.

The 2025 Extraordinary General Meeting of Shareholders of Mong Duong Coal Joint Stock Company - Vinacomin will elect 01 additional member of the Board of Directors for the term 2023-2028 according to the following contents:

Chapter I
GENERAL PROVISIONS

Article 1: Explanation of terms/abbreviations

- Company: Mong Duong Coal Joint Stock Company – Vinacomin
- Board of Directors: Board of Directors
- Organizer: Organizing Committee
- General Meeting of Shareholders: Extraordinary General Meeting of Shareholders in 2025
- Delegates: Shareholders, authorized representatives

Article 2: Presiding at the General Meeting

The presiding officer shall preside over the election with the following specific matters:

- Introduce the list of nominees to the Board of Directors and be approved by the General Meeting of Shareholders;
- Nominating the election team, counting votes and being approved by the General Meeting of Shareholders;
- Handling election complaints (if any).

Article 3: Number, term of office and criteria of members of the Board of Directors

- The number of elected members of the Board of Directors is : 01 (one) member

- Tenure : 2023- 2028

- Maximum number of board candidates : Unrestricted

- Members of the Board of Directors must meet the following conditions and standards:

a) Not falling into the subjects specified in Clause 2, Article 17 of the Law on Enterprises;

b) Having professional qualifications and experience in business administration or in the fields, business lines of the company and not necessarily being a shareholder of the company;

c) A member of the Board of Directors of a company may concurrently be a member of the Board of Directors of another company as prescribed by law;

d) For a state-owned enterprise specified at Point b, Clause 1, Article 88 of the Law on Enterprises and a subsidiary of a state-owned enterprise specified in Clause 1, Article 88 of this Law, a member of the Board of Directors must not be a person who has a family relationship of the director, General directors and other managers of the company; managers and persons competent to appoint managers of parent companies.

Article 4: Election principles:

- Strictly comply with the provisions of law and the Company's Charter.

- The vote counting committee shall be nominated by the Chairman and approved by the General Assembly. Members of the Vote Counting Committee are not allowed to be named in the nomination list or nominate themselves to the Board of Directors.

Chapter II

REGULATIONS ON NOMINATION AND CANDIDACY

Article 5: Regulations on nomination of members of the Board of Directors *(According to Clause 2, Article 25 of the company's Charter)*

- Shareholders have the right to combine the votes of each person together to nominate candidates for the Board of Directors. Shareholders or groups of shareholders holding between 10% and less than 20% of the total voting shares may nominate one (01) candidate; from 20% to less than 50% may nominate a maximum of two (02) candidates; from 50% to less than 65% may nominate a maximum of three (03) candidates; 65% or more are nominated for a sufficient number of candidates.

- In case the number of candidates for the Board of Directors through nomination and candidacy is still insufficient as prescribed in Clause 5, Article 115 of the Law on Enterprises, the incumbent Board of Directors shall introduce

more candidates or organize the nomination as prescribed in the company's charter. Internal Regulations on corporate governance and Regulations on the operation of the Board of Directors. The introduction of additional candidates by the incumbent Board of Directors must be clearly announced before the General Meeting of Shareholders votes to elect members of the Board of Directors in accordance with law.

Article 6: Dossiers of participation in nomination and candidacy for additional election to the Board of Directors

1. Nomination dossier for the Board of Directors (*The form is posted on the Company's website at the address: <http://www.Mongduongcoal.vn/tailieudaihoicodong>*)

- Nomination/candidacy application
- Candidate Resume
- Copies of the following documents: ID card/CCCD/Passport/Household registration.
- Certificates of cultural and professional qualifications
- Documents certifying the ownership ratio of shareholders/groups of shareholders meeting the conditions for nomination under this Regulation

The nominee/candidate for the Board of Directors must be responsible before the law and the General Meeting of Shareholders for the accuracy and truthfulness of the content in their dossiers.

Only the nomination or candidacy dossiers that meet the conditions and the candidates who meet the corresponding conditions of the members of the Board of Directors will be included in the list announced at the General Meeting.

2. Location and deadline for receiving nomination dossiers

- To facilitate the organization of the Congress, candidates please send their documents before 10:00 a.m. on 24/10/2025 to the address:
- Office of Mong Duong Coal Joint Stock Company - Vinacomin, Group 7, Zone 3, Mong Duong Ward, Quang Ninh Province;
- Telephone number: 0203.3868.271, Fax: 0203.3868.276;

If the candidates are nominated by groups of shareholders at the General Meeting, please send the nomination dossier to the Secretary of the General Meeting before conducting the election.

Article 7: List of candidates

- Based on the nomination dossiers of shareholders, groups of shareholders and attached dossiers of candidates, the Secretary of the General Meeting shall make a list of candidates who meet the prescribed conditions for election.

- The list of candidates for the Board of Directors must be fully written on the ballot paper.

Chapter III

ELECTION METHOD

Article 8.- Election methods

- Implement the method of cumulative voting (According to Clause 3, Article 148 of the Law on Enterprises).
- Accordingly, each delegate has a total number of votes corresponding to the total number of voting shares (including ownership and authorization) multiplied by the number of elected members of the Board of Directors.
- Delegates may pile all the total votes for one person or several candidates, but not exceed the number of candidates voted for by the General Meeting of Shareholders.
- In case of errors in the recording of votes, delegates may contact the Election Team, count the votes to apply for the re-issuance of new ballot papers and must return the old votes (before putting them in the ballot box).

Article 9: Election Papers

1. Contents of Election Ballot

- Election ballot (vote) is a ballot with the delegate code, number of shares owned and/or representative, with the Company's seal.
- List of candidates for members of the Board of Directors: (made on 01 vote) Arranged in ABC order by name, write full name on the ballot.
- Each delegate will be given 01 vote for the election of the Board of Directors. When the delegates are given votes, they must check the information written on the ballot papers, if there are any errors, they must immediately notify the vote counting team.

2. How to Record Election Papers

The method of recording votes is specifically instructed as follows:

- If the entire number of votes is voted for one or more candidates, the delegate shall check the box "Vote for the vote of the corresponding candidates".
- If the number of votes is uneven for multiple candidates, the delegates shall clearly write the number of votes in the box "Number of votes" of the corresponding candidates.

* Note: In case a delegate checks the box "Vote for votes" and writes the number of votes in the box for the number of votes, the result is taken according to the number of votes in the box "Number of votes".

3. Validity and invalidity of election papers

- Valid ballot: means a ballot according to the pre-printed form issued by the organizer, without erasure, scraping, or writing any additional content other than the provisions for the vote; there must be signatures and full names of the delegates attending.

- The following votes will be considered invalid:

- + Write other content to the vote
- + Write the content on the ballot in pencil

- + Do not vote for any of the candidates.
- + The ballot is not according to the pre-printed form issued by the election and counting team, the ballot does not have the company's hanging seal, or has been erased, scraped, or written with other contents other than those prescribed for the ballot papers
- + The ballot box is submitted after the vote counting committee has opened and sealed the ballot box
- + There is no signature and full name of the delegate.

Article 10: Voting and Counting of Election Votes

1. The election and vote counting teams shall:
 - Introduction of votes, instructions for recording and distributing votes;
 - Collect the votes and count the votes;
 - Announce the results of vote counting before the Congress.
2. Principles of voting and counting of votes
 - The vote counting team shall inspect the ballot boxes in the presence of shareholders;
 - Voting is commenced when the distribution of election ballots is completed and ends when the last shareholder casts their votes in the ballot box;
 - The counting of votes must be conducted immediately after the voting is over;
3. Delegates cast their election ballots in the sealed ballot boxes supervised by the election and counting teams. The ballot papers must be signed and clearly written with the full names of the delegates.
4. After the voting is over, the vote counting shall be conducted under the supervision of the Supervisory Board or shareholders' representatives.
 - The winner of the Board of Directors elected at this General Meeting shall be the person with the highest number of votes.
 - In case there are two (02) or more candidates with the same number of votes voted for the last member of the Board of Directors, a re-election will be conducted among the candidates with the same number of votes.
5. The election and vote counting teams shall make a record of vote counting and announce the results before the Congress. Election ballots after counting will be stored according to regulations.

Article 11. Complaints

If it is found that there are fraudulent acts or violations related to this election, every shareholder/shareholder representative has the right to question. The Chairman of the General Meeting, the Election and Vote Counting Team shall be responsible for explaining and clarifying questions of shareholders and must be responsible to the General Meeting of Shareholders.

Complaints about the election and vote counting will be resolved by the chairman of the meeting and recorded in the minutes of the General Meeting of Shareholders.

Chapter IV

IMPLEMENTATION PROVISIONS

Article 12. Implementation provisions

This Regulation consists of 4 chapters and 12 articles that take effect immediately after being approved at the Extraordinary General Meeting of Shareholders of the Company.

Shareholders and authorized representatives attending the General Meeting must strictly abide by this Regulation. Shareholders who violate this Regulation shall, depending on the specific severity, the Chairman consider and take action according to the Company's Charter and the Enterprise Law.

The General Meeting of Shareholders shall decide on the amendment and supplementation of this Regulation./.

Recipients:

- Shareholders attending the University (e-copy);
- Member of the Board of Directors, Supervisory Board (e-copy);
- CV Department (e-copy, Posted on Website);
- Save: VT, Company Secretary.

**TM. BOARD
PRESIDENT**

Nguyen Trong Tot

Quang Ninh, date 2025



Number:

/BC-TMD

Appointment of the Company's Director

DRAFT

To: Shareholders of Mong Duong Coal Joint Stock Company - Vinacomin.

Pursuant to the Law on Enterprises No. 59/2020/QH14 approved by the National Assembly of the Socialist Republic of Vietnam at the XIII term on June 17, 2020;

Pursuant to the Company's Charter of organization and operation approved by the General Meeting of Shareholders on April 24, 2021;

Pursuant to Resolution No. 39/NQ-HDQT dated 08/9/2025 of the Board of Directors and Resolution No. 45/NQ-HDQT dated 7/10/2025 of the Board of Directors.

Pursuant to Point s, Clause 3, Article 27 of the Company's Charter. The Board of Directors shall report to the General Meeting of Shareholders on the appointment of the Director and the legal representative of the Company.

On 06/9/2025, Mr. Hoang Trong Hiep resigned from the Board of Directors, resigned from the position of Director of the Company to transfer work and receive new tasks at the Quang Ninh Coal Party Committee. On September 8, 2025, the Board of Directors of the Company met and issued Resolution No. 39/NQ-HDQT on personnel work. In this Resolution, the Board of Directors has decided to approve Mr. Hoang Trong Hiep to resign from the position of Director of the Company. As for the dismissal of being a member of the Board of Directors under the jurisdiction of the General Meeting of Shareholders.

In order to consolidate the personnel holding the position of Director, who is the legal representative of the Company On September 8, 2025, the Board of Directors met and decided to appoint Mr. Luong Thanh Chung to hold the position of Director of Mong Duong Coal Joint Stock Company - Vinacomin from September 9, 2025, the term of office is 05 years from the date of appointment. The process of appointing the Company's Director strictly complies with the Company's Regulation on Personnel Management and other relevant documents.

The above personnel change The Company has disclosed information in accordance with the provisions of law.

The Board of Directors of Mong Duong Coal Joint Stock Company - Vinacomin announced the General Meeting of Shareholders.

Thank you very much./.

Recipients:

- Shareholders of the Company;
- Members of the Board of Directors, Supervisory Board (e-copy);
- CV Department (e-copy, Posted on Website);
- Save: VT, Company Secretary.

**TM. BOARD
PRESIDENT**

Nguyen Trong Tot



No.: /TTr-TMD

Quang Ninh, date 2025

STATEMENT

Regarding the dismissal of members of the Board of Directors of the Company in the mid-term

To: Shareholders of Mong Duong Coal Joint Stock Company - Vinacomin.

Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020 of the National Assembly;

Pursuant to the Company's Charter of organization and operation approved by the General Meeting of Shareholders on April 24, 2021;

Pursuant to Resolution No. 39/NQ-HDQT dated 08/9/2025 of the Board of Directors and Resolution No. 45/NQ-HDQT dated 07/10/2025 of the Board of Directors.

Pursuant to Point c, Clause 1, Article 15 of the Company's Charter, the Board of Directors submits and proposes the General Meeting of Shareholders to dismiss members of the Board of Directors, specifically as follows:

Mr. Hoang Trong Hiep was elected as a member of the Board of Directors for the term 2023-2028 by the Annual General Meeting of Shareholders held on June 30, 2023.

On 06/9/2025, Mr. Hoang Trong Hiep sent a letter of resignation as a member of the Board of Directors to the Company;

Pursuant to the Company's regulations and Charter, the dismissal of members of the Board of Directors falls under the jurisdiction of the General Meeting of Shareholders.

Therefore, the Board of Directors submits to the General Meeting of Shareholders to approve the dismissal of members of the Board of Directors for the term 2023-2028 for Mr. Hoang Trong Hiep - Member of the Board of Directors

The Board of Directors of Mong Duong Coal Joint Stock Company - Vinacomin respectfully requests the General Meeting of Shareholders to consider and approve.

Thank you very much./.

Recipients:

- Shareholders of the Company;
- Members of the Board of Directors, Supervisory Board (e-copy);
- CV Department (e-copy, Posted on Website);
- Save: VT, Company Secretary.

**TM. BOARD
PRESIDENT**

Nguyen Trong Tot

INDUSTRIAL GROUP
VIETNAM'S COAL - MINERALS
MONG DUONG-VINACOMIN COAL JOINT
STOCK COMPANY

No. 48/2025/NQ-ĐHĐĐBT

DRAFT

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

Quang Ninh, October 28, 2025

RESOLUTION
Extraordinary General Meeting of Shareholders

GENERAL MEETING OF SHAREHOLDERS
MONG DUONG COAL JOINT STOCK COMPANY - VINACOMIN

Pursuant to the Law on Enterprises No. 59/2020/QH14 approved by the National Assembly of the Socialist Republic of Vietnam at its 9th session on June 17, 2020;

Pursuant to the Charter of organization and operation of Mong Duong Coal Joint Stock Company - Vinacomin approved by the General Meeting of Shareholders on April 24, 2021;

Pursuant to the Minutes of the General Meeting of Shareholders No. 47/2025/BB-ĐHĐCDBT dated 28/10/2025 of Mong Duong Coal Joint Stock Company - Vinacomin.

RESOLVED:

Article 1. Approving the dismissal of members of the Board of Directors (BOD)

- The General Meeting of Shareholders approved the dismissal of Mr. Hoang Trong Hiep as a member of the Board of Directors.

Article 2. Through the candidate to elect additional members of the Board of Directors.

- The General Meeting approves the nomination of candidates..... for the General Meeting of Shareholders to elect additional members of the Board of Directors for the mid-term 2023-2028 of the Company.

Article 3. Approved the results of the election of additional TV members of the Board of Directors in the middle of the term.

The congress elected Mr. elected to the Board of Directors of the Company for the fourth term (2023 - 2028).

Article 4. Implementation of the Resolution

This resolution has the effect immediately after being voted by the General Meeting of Shareholders.

Members of the Board of Directors, the Supervisory Board and the Board of Directors are responsible for directing the implementation of this Resolution according to their functions, tasks and powers in accordance with the provisions of law and the Company's Charter./.

Recipients:

- Department of Education and Training, SSC (via disclosure network, b/c);
- TKV Group (e-copy, b/c);
- Shareholders of the Company (via the Company's Website);
- Member of the Board of Directors, Supervisory Board (e-copy);
- Party Committee, Trade Union, Youth Union, CCB (e-copy);
- Board of Directors (e-copy);
- CV department posted on the Website (e-copy);
- Save: VT, Company Secretary (5).

**TM. GENERAL MEETING OF
SHAREHOLDERS
CHAIRMAN**

**Nguyen Trong Tot
CHAIRMAN OF THE BOARD OF
DIRECTORS**