

Hai Phong, April 28, 2026

**REGULATIONS ON ORGANIZATION
ANNUAL GENERAL MEETING OF SHAREHOLDERS 2026**

To ensure the Meeting is conducted effectively, in accordance with the planned agenda and in compliance with the Law on Enterprises and relevant regulations, the Presidium of AAV Group Joint Stock Company hereby establishes the working regulations of the Meeting with the following contents:

Objectives:

To ensure the principles of transparency, fairness, and democracy;
To facilitate the organization and conduct of the General Meeting of Shareholders.

**CHAPTER I
GENERAL PROVISIONS**

Article 1. Scope of application

These Regulations apply to the organization of the Annual General Meeting of Shareholders 2026 of AAV Group Joint Stock Company (hereinafter referred to as the “Company”).

These Regulations stipulate the rights and obligations of participants, as well as the conditions and procedures for conducting the Meeting.

Article 2. Applicable subjects

Shareholders and all participants are responsible for complying with these Regulations.

**CHAPTER II
RIGHTS AND OBLIGATIONS OF PARTICIPANTS**

Article 3. Participants of the Annual General Meeting of Shareholders 2026

All shareholders holding shares of AAV Group Joint Stock Company as recorded in the shareholder list finalized on March 23, 2026, and invited participants as prescribed.

Article 4. Rights and obligations of shareholders

1. Rights of shareholders attending the Meeting



1.1. To vote on all matters within the authority of the General Meeting in accordance with the Law on Enterprises 2020, relevant legal documents, and the Charter of AAV Group Joint Stock Company (the "Charter");

1.2. To be publicly informed by the Organizing Committee of the Meeting agenda;

1.3. Shareholders or their authorized representatives attending the Meeting have the right to discuss and vote on matters specified in Clause 2 of this Article;

1.4. Upon attending the Meeting, each shareholder or authorized representative shall receive a Voting Card, Ballot, and Election Ballot, which specify the shareholder's name, registration number, and number of voting shares after registration with the Shareholder Eligibility Verification Committee;

1.5. The voting value of the Voting Card, Ballot, and Election Ballot corresponds to the proportion of voting shares owned or represented by such shareholder based on the total voting shares of attending participants;

1.6. Shareholders or authorized representatives arriving late may register and participate in voting immediately; however, the Chairman is not required to suspend the Meeting, and previously conducted votes remain valid.

2. Obligations of shareholders attending the Meeting

2.1. To dress appropriately and formally;

2.2. To present the following documents: (i) ID card/Citizen ID/Passport (for individuals) or Business Registration Certificate (for organizations); (ii) Power of Attorney (if applicable); Introduction Letter (for organizations);

The Power of Attorney must comply with civil law and clearly state the authorized person/entity and the number of shares represented;

To register attendance with the Shareholder Eligibility Verification Committee;

2.3. To comply with these Regulations, follow the direction of the Chairman, and respect the Meeting's outcomes.

Article 5. Rights and obligations of the Presidium – Chairman of the Meeting

The Chairman is the Chairman of the Board of Directors of AAV Group Joint Stock Company and presides over the Meeting. The Presidium consists of the Chairman and members nominated by the Chairman and approved by the Meeting.

The Presidium and Chairman have the following rights and obligations:

a) To conduct the Meeting in a lawful and orderly manner;

b) To handle matters arising outside the agenda in consultation with the Organizing Committee or Presidium; in case of differing opinions, the Chairman's opinion shall prevail;

c) To take necessary measures to ensure the Meeting proceeds in an orderly and lawful manner;

d) To adjourn the Meeting to another time and location without seeking approval from the Meeting if:

The venue is insufficient for all participants;

There are disturbances affecting the fairness and legality of the Meeting;

Adjournment is necessary to ensure proper conduct of the Meeting. The adjournment shall not exceed three days from the originally scheduled date.

Article 6. Rights and obligations of the Secretariat

The Secretariat consists of a Head and members nominated by the Presidium and approved by the Meeting;

The Secretariat assists the Presidium, including recording the Minutes, drafting the Resolution, and performing assigned tasks.

Article 7. Rights and obligations of the Shareholder Eligibility Verification Committee

Appointed by the Board of Directors, responsible for:

a) Verifying the identity and eligibility of shareholders or authorized representatives;

b) Distributing Voting Cards, Ballots, Election Ballots, and documents;

c) Reporting verification results to the Meeting;

The Committee may establish supporting teams to perform its duties.

Article 8. Rights and obligations of the Vote Counting Committee

Consists of a Head and members (not candidates for the Board of Directors or Supervisory Board), nominated by the Presidium and approved by the Meeting;

May establish supporting teams;

Responsibilities:

a) For voting:

Guiding shareholders on voting procedures;

Collecting ballots;

Reporting voting results;

b) For elections:

Guiding election procedures;

Counting votes and preparing minutes;

Reporting election results.

CHAPTER III

PROCEDURES OF THE MEETING

Article 9. Conditions for holding the Meeting

The Meeting is valid when shareholders representing more than 50% of total voting shares attend.

Article 10. Conduct of the Meeting

The Meeting is expected to last half a day;

Matters will be discussed and approved in accordance with the agenda;

Detailed procedures are specified in the Meeting agenda.

Article 11. Approval of resolutions

Resolutions are approved with more than 50% of total voting shares of attending shareholders;

Certain matters require at least 65% approval, including:

- a) Share classes and total shares;
- b) Changes in business lines;
- c) Changes in management structure;
- d) Major investments or asset sales ($\geq 35\%$ of total assets);
- e) Reorganization or dissolution;

Dismissal of Board/Supervisory members requires more than 50% approval;

Other matters follow applicable laws and the Charter;

Decisions of the Chairman on procedural matters are final.

Article 12. Handling unsuccessful Meetings

Second Meeting: within 30 days, valid with $\geq 33\%$ attendance;

Third Meeting: within 20 days, valid regardless of attendance.

Article 13. Minutes of the Meeting

All contents must be recorded, approved before closing, and archived.

CHAPTER IV

OTHER PROVISIONS

Article 14. Other provisions

Shareholders may speak only with the Chairman's approval and must be concise and relevant;

Disruptive participants may be removed from the Meeting.

CHAPTER V

IMPLEMENTATION PROVISIONS

Article 15. Effectiveness

These Regulations consist of 5 Chapters and 15 Articles, applicable to the Annual General Meeting of Shareholders 2026 of AAV Group Joint Stock Company held on April 28, 2026, and take effect immediately upon approval by the General Meeting of Shareholders. /.

Recipients:

- State Securities Commission (SSC);
- Hanoi Stock Exchange (HNX);
- General Shareholders Meeting;
- Board of Directors;
- Office Archives.

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



Phạm Thanh Tung

Hai Phong, April 28, 2026

VOTING PRINCIPLES AND PROCEDURES
ANNUAL GENERAL MEETING OF SHAREHOLDERS 2026

To facilitate the organization and conduct of the Annual General Meeting of Shareholders 2026, and to guide shareholders in participating and exercising their voting rights directly or through authorized representatives, the Presidium of AAV Group Joint Stock Company respectfully submits the following voting principles and procedures for approval:

I. VOTING PRINCIPLE

1. Compliance with applicable laws and accuracy;
2. All matters in the Meeting agenda must be approved through direct voting at the Meeting (except for the election of members of the Board of Directors and Supervisory Board, which shall be conducted by cumulative voting). Each shareholder shall be provided with a Voting Card and Ballot issued by AAV Group Joint Stock Company;
3. The Voting Card (printed on blue paper) and Ballot (printed on white paper) are issued, stamped, and delivered directly to shareholders/authorized representatives after completing registration procedures. These documents clearly state the shareholder's/representative's full name, shareholder code, and total number of voting rights;
4. Each shareholder's voting rights correspond to the number of shares owned and represented under authorization;
5. Ballots are valid only if they meet the prescribed requirements;
6. Voting results are calculated as a percentage of the total number of shares represented by valid ballots over the total number of shares of all attending shareholders.

II. VOTING METHODS

1. General provisions

- Voting on reports, proposals, and resolutions at the Meeting shall be conducted publicly and directly under the direction of the Presidium, using only Voting Cards and Ballots issued by the Organizing Committee;
- Shareholders/authorized representatives express their votes (agree/disagree/no opinion) by raising their Voting Card at the Meeting and marking "x" or "✓" on the Ballot in accordance with the Chairman's instructions;



- Shareholders must sign and clearly state their full name on the Ballot;
- Invalid ballots include:
 - + Ballots that are erased, altered, or contain unclear voting content (in case of error, a new ballot must be requested and the old one invalidated);
 - + Ballots not issued by the Organizing Committee;
 - + Ballots selecting more than one option for a single issue (such votes shall be excluded for that issue);
 - + Ballots without the shareholder's/representative's signature;
- Immediately after the voting process, the Vote Counting Committee shall collect ballots, conduct vote counting, and announce the results to the Meeting.

2. Compilation of results

The Head of the Vote Counting Committee shall announce the voting results for each matter;

Voting results must be recorded in the Minutes of the General Meeting of Shareholders.

III. APPROVAL OF VOTING RESULTS

1. Resolutions are approved when shareholders representing more than 50% of the total voting shares of attending shareholders (in person or by proxy) vote in favor;

2. The following matters require approval by at least 65% of the total voting shares of attending shareholders, except as otherwise provided in Clauses 3, 4, and 6, Article 148 of the Law on Enterprises:

- a) Types and total number of shares of each class;
- b) Changes in business lines and sectors;
- c) Changes in the Company's organizational and management structure;
- d) Investment projects or asset sales with a value of 35% or more of total assets as stated in the most recent financial statements;
- d) Reorganization or dissolution of the Company;

3. The dismissal of members of the Board of Directors or Supervisory Board shall be conducted by voting at the Meeting, whereby each shareholder has one vote. If more than 50% of attending or represented shareholders vote in favor, the dismissal shall be approved;

4. Other matters shall be approved in accordance with applicable laws and the Company's Charter;

5. For procedural matters relating to the organization and conduct of the Meeting, the Chairman's decision shall be final and binding on all attending shareholders.

IV. EFFECTIVENESS

These voting principles and procedures take effect immediately upon approval by the Annual General Meeting of Shareholders 2026 of AAV Group Joint Stock Company. /.

Recipients:

- State Securities Commission (SSC);
- Hanoi Stock Exchange (HNX);
- General Shareholders Meeting;
- Board of Directors;
- Office Archives.

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



Phạm Thanh Tung

