

# VIETNAM VETERINARY PRODUCTS JOINT STOCK COMPANY I



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## REGULATIONS ON THE ORGANIZATION OF THE ANNUAL GENERAL MEETING OF SHAREHOLDERS IN 2026

### VIETNAM VETERINARY PRODUCTS JOINT STOCK COMPANY I

- Based on the Enterprise Law No. 59/2020/QH14 dated June 17, 2020;
- Based on the Securities Law No. 54/2019/QH14 dated November 26, 2019;
- Based on Decree 155/2020/ND-CP dated December 31, 2020 and guiding documents;
- Based on the Charter of Organization and Operation of Central Veterinary products Joint Stock Company I.

#### I. GENERAL PROVISIONS

##### 1. scope of application

- This regulation applies to the organization of the Annual General Meeting of Shareholders in 2026 (hereinafter referred to as the "Meeting") of Central Veterinary products Joint Stock Company I.
- This regulation specifically stipulates the rights and obligations of Shareholders and participants in the Meeting, conditions, and procedures for conducting the Meeting.

##### 2. Conditions for attending the Congress:

the Meeting Shareholders whose names are on the list of Shareholders on the record date for attending the Meeting or authorized representatives of Shareholders.

##### 3. Conditions for conducting the Meeting

The Meeting is conducted when the number of shareholders/authorized representatives of shareholders attending the meeting represents over 50% of the total voting shares according to the list of shareholders of the Company established on the record date for the list of shareholders attending the Meeting (May 12, 2026).

#### II. EXECUTIVE BODY AND ASSISTANCE FOR THE MEETING

The Meeting decides on the number and specific list of the Presidium, Secretariat, Shareholder Qualification Inspection Committee, and Inspection Committee.

##### 1. Presidium



The work of the Meeting is managed by the Presidium elected by the Meeting.

The tasks of the Presidium: Conduct the activities of the Meeting according to the program and regulations approved by the Meeting.

### ***Maintaining the Discussion of Shareholders***

Maintain the discussion part of the shareholders. Respond to the issues requested by the Congress. Conclude the issues discussed at the Congress, manage the minutes and resolutions of the Congress.

## **2. Secretariat**

-The Secretariat is the department assisting the Chairman's Delegation, working under the direction of the Chairman's Delegation.

-The tasks of the Secretariat:

Record the minutes of the Congress reflecting the contents and issues mentioned by the Congress. Summarize the discussion opinions at the Congress. Draft the minutes and resolutions of the Congress. Receive and transfer to the Chairman's Delegation the questionnaires/comments from shareholders, documents related to the Congress. Collect, preserve, and send to the Company's Board of Directors the feedback forms from shareholders at the Congress. Other tasks as assigned by the Chairman's Delegation.

## **3. Ballot Counting Committee**

The Ballot Counting Committee is the assisting department of the organizing committee and the Chairman's Delegation, working under the direction of the Chairman's Delegation.

The tasks of the Ballot Counting Committee:

Guide and supervise the voting of shareholders at the Congress. Summarize the number of shares voted on each voting content and announce the voting results before the Congress. Other tasks as assigned by the Chairman's Delegation.

## **III. RIGHTS AND OBLIGATIONS OF SHAREHOLDERS, AUTHORIZED REPRESENTATIVES OF SHAREHOLDERS**

Shareholders and authorized representatives of shareholders have the right to attend, discuss, and vote on all issues within the authority and according to the Program of the Congress.

The Chairman's Delegation will publicly announce the Program of the Congress; the opinions of shareholders and authorized representatives of shareholders at the Congress will be discussed publicly.

At the Congress meeting, shareholders and authorized representatives of shareholders will hear the report contents and the contents presented by the Board of Directors mentioned in

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the Program. conference, discussion and approval of each content in the form of voting cards or ballot papers.

Seriously comply with the working regulations of the conference, respect the results of the conference and the management of the Presidium.

#### **IV. INFORMATION AND SPEECH REGIME IN THE CONFERENCE**

The Presidium decides on information about the conference, based on compliance with the law and the interests of the Company.

All shareholders have the right to discuss issues related to the agenda of the conference.

Shareholders who wish to discuss at the conference should register their speech content using the shareholder question/comment form provided by the organizing committee and clearly state the discussion issue, sending it to the secretariat for compilation, reporting to the Presidium to organize the discussion of each issue.

Method of speaking: When expressing opinions, shareholders are invited to the podium at the speaking position designated by the Presidium. Shareholders should speak briefly and focus on the key contents that need to be exchanged, in accordance with the registered speech content and the approved conference agenda. The Presidium will arrange for shareholders to speak in the order of registration, while also addressing shareholders' questions. Issues that have been voted on by the conference will not be discussed again. Issues that shareholders registered to discuss but were not addressed within the discussion time according to the approved conference agenda will be considered by the Board of Directors and answered to shareholders in an appropriate manner after the conference.

The Presidium of the conference has the right to remind or request shareholders to focus on the key content that needs to be expressed to save time and ensure the quality of the discussion.

#### **V. PRINCIPLES OF VOTING ON ISSUES AT THE CONFERENCE**

*Shareholders will vote on issues at the conference using voting cards and ballot papers.*

##### **1. Voting Cards; Ballot Papers**

Each shareholder is issued a voting card and a ballot paper printed and stamped by the Company.

+ The voting card will be used to collect votes on the following issues:

- Approving the personnel of the Presidium, the Secretariat, the ballot counting -committee;
- Approving the conference agenda, the organization regulations of the conference, the minutes, the resolutions of the conference;
- Other issues within the authority of the general shareholders' meeting (if any).

- For the above matters, shareholders are requested to raise their voting cards high, with the front side indicating the number of shares owned or represented facing the Presidium. Shareholders voting "In favor" shall raise their voting cards first, followed by those voting "Against" or having "No opinion," who shall raise their voting cards subsequently.

+ Ballot papers will be used to collect votes on the following matters:

- Items included in the agenda of the General Meeting of Shareholders;
- Other matters within the authority of the General Meeting of Shareholders (if any).

## **2. Voting Procedures**

+ The voting contents recorded on the Voting Card will be voted on by shareholders/authorized representatives of shareholders by choosing the voting opinion "Agree," "Disagree," or "Have no opinion" for each voting content (marking the corresponding voting opinion for each voting content).

+ Shareholders shall cast their votes in accordance with the following principles:

- Voting shall commence upon the signal of the Presidium of the meeting or the Head of the Vote Counting Committee and shall end when the last shareholder has cast their vote into the ballot box or after 20 minutes from the start of voting, whichever occurs first.
- Vote counting shall be conducted immediately after the close of voting. Invalid ballot papers include:
  - Ballots not in the prescribed form, not issued by the Company, or not bearing the Company's seal;
  - Ballots that are crossed out, corrected, supplemented, or incorrectly filled in;
  - Ballots that are torn or not intact;
  - Ballots containing additional information or symbols;
  - Ballots not marked in any voting option box and/or marked in two (02) or more boxes for each voting item;
  - Ballots without the signature of the shareholder or the shareholder's authorized representative.

+ Voting for each item on the ballot paper is independent; the validity of the vote for one item does not affect the validity of votes for other items.

+ In case a shareholder makes a mistake while filling in the ballot paper, if the ballot has not yet been submitted to the ballot box and the voting time has not expired, the shareholder may directly contact the Head of the Vote Counting Committee to request a replacement ballot to ensure their rights.

+ The voting results shall be announced by the Vote Counting Committee after consolidating the results for all items in the meeting agenda.

## **VI. CONDITIONS FOR PASSING THE DECISION OF THE GENERAL MEETING**

1. One (01) common share is equivalent to one (01) voting right.

2. The following issues are approved when the number of shareholders representing at least 65% of the total voting shares of all attending shareholders agrees: Proposal to amend the charter Amendments and supplements to the contents of the Company Charter; and some issues recorded in Article 21 of the Company Charter.
3. Other resolutions are approved when the number of shareholders owning over 50% (fifty percent) of the total voting shares of all attending shareholders agrees (in the case of holding a direct meeting) or over 50% of the total votes of shareholders with voting rights agree (in the case of collecting opinions from shareholders in writing), except for the cases specified in clauses 3, 4, and 6 of Article 148 of the Enterprise Law.
4. The voting for members of the Board of Directors and the Supervisory Board is conducted by cumulative voting, whereby each shareholder has a total number of voting shares corresponding to the total number of shares owned multiplied by the number of members to be elected of the Board of Directors or the Supervisory Board, and shareholders have the right to allocate all or part of their total votes to one or several candidates. The elected members of the Board of Directors or the Supervisory Board are determined by the number of votes counted from highest to lowest, starting from the candidate with the highest number of votes until the required number of members as stipulated in the Company Charter is reached. In the case of two or more candidates receiving the same number of votes for the last member of the Board of Directors or the Supervisory Board, a re-vote will be conducted among the candidates with the same number of votes or selected according to the election regulations.
5. Other issues under the authority of the General Meeting of Shareholders (if any) in accordance with the provisions of the Enterprise Law and the Charter of organization and operation of the Company.

## **VII. SOME ISSUES AT THE MEETING**

### **1. Use of mobile phones:**

To ensure the meeting is conducted seriously, with quality, and achieves good results, the organizing committee requests that distinguished representatives and shareholders turn off their mobile phones or set them to silent mode. If it is necessary to use the phone, please step outside to talk so as not to affect the meeting.

### **2. Smoking in the hall:**

During the meeting, it is requested that attendees do not smoke in the hall to ensure fire safety and a shared living environment. If any attendees wish to smoke, please do so in designated areas suitable for the benefit of the community.

### **3. Press and media:**

No filming, photography, or recording is allowed without the consent of the Presidium during the meeting.

No information may be transmitted outside in any form until the conclusion of the meeting.

### VIII. RESPONSIBILITY FOR IMPLEMENTATION

+ The Presidium, the Secretariat, the Shareholder Eligibility Verification Committee, the Ballot Counting Committee, the delegates, and the shareholders/shareholder representatives must comply with the working regulations of the General Meeting.

+ **Sanctions applied:** In the event that any individual violates these Regulations, they will be expelled from the General Meeting by the Presidium.

### IX. MINUTES AND RESOLUTIONS OF THE GENERAL MEETING OF SHAREHOLDERS

All main contents of the General Meeting of Shareholders must be recorded by the Secretary of the Meeting in the minutes of the Meeting. The minutes and resolutions of the General Meeting of Shareholders are to be read and approved before the Meeting is adjourned.

Above is the entire Regulation for organizing the annual General Meeting of Shareholders in 2026 of Central Veterinary products Joint Stock Company I.

Respectfully submitted to the General Meeting of Shareholders for consideration and approval.

**ON BEHALF OF THE BOARD OF DIRECTORS**  
**chairman of the board of directors**



**NGUYEN ANH TUAN**