CÔNG TY CP CHỨNG KHOẢN MB



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REGULATIONS ON AUTHORIZATION FOR ATTENDANCE AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

- Rights of Shareholder regarding attendance at the Annual General Meeting of Shareholders (AGM). Shareholders are entitled to attend the AGM may either participate individually or authorize another individual to represent them at the meeting.
 - For individual shareholders: An individual shareholder may authorize one representative to attend the AGM.
 - For institutional shareholders: An institutional shareholder holds at least 10% of the total common shares may authorize up to three (03) representatives to attend the AGM. If an institutional shareholder appoints more than one (01) representative, the specific number of shares assigned to each representative must be clearly determined. In cases where the shareholder does not specify the number of shares corresponding to each authorized representative, the shares will be equally distributed among the authorized representatives.
- 2. The authorization for a representative to attend the AGM must be made in writing, using the MBS's prescribed form, in compliance with civil law regulations. MBS reserves the right to implement necessary measures to verify shareholder status, except in cases where the shareholder uses MBS's official authorization form, which has been provided along with the Invitation Letter (if applicable) or authorization form is available on MBS's website. The Letter of Authorization must meet the following requirements:

2.1. Signature Requirements:

- a. If the authorizing party is an individual shareholder, the Letter of Authorization must bear the signatures of both the shareholder and the authorized representative/legal representative of the authorized institution attending the meeting;
- If the authorizing party is an institutional shareholder, the Letter of Authorization must bear the signatures of the institution's legal representative and the authorized representative/legal representative of the authorized institution attending the meeting;
- c. If the authorizing party is a capital contribution representative of an institutional shareholder, the Letter of Authorization must be signed by the capital contribution representative, the legal representative of the institutional shareholder, and the authorized representative/legal representative of the authorized institution attending the meeting.

In cases of sub-authorization or where the shareholder is unable to sign the authorization document as required (e.g., due to restricted legal capacity, loss of legal capacity,...), please contact MBS for further guidance.

2.2. Format Requirements:

- a. The Letter of Authorization must be the original document, using MBS's prescribed form, which was either attached to the Invitation Letter (if applicable) or downloaded from the MBS website.
- If the Letter of Authorization does not follow MBS's prescribed form, (for individual shareholders) the Letter of Authorization must be notarized or certified by local authorities to verify the authenticity of the signatures and the authorization content;

(for institutional shareholders) the original Letter of Authorization must bear the required signatures as stated in Section 2.1 and the official seal of the institutional shareholder.

2.3. Submission Deadline:

The authorized representative must submit the Letter of Authorization before entering the meeting room.

- The voting ballot of the authorized representative within the scope of the authorization remains valid even in the following cases:
 - The authorizing shareholder has passed away, had their legal capacity restricted, or lost their Civil legal capacity;
 - The authorizing shareholder has revoked the authorization appointment;
 - c. The authorizing shareholder has revoked the authority of the authorized representative. This provision shall not apply if the Company receives official notice of any of the above events before the commencement of the AGM or before the meeting is reconvened.

Respectfully!

ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN

EE VIET HAI

Note: In the event of any discrepancies between the two language versions of this Document, the Vietnamese version shall prevail.