

Hanoi, Sep 12th, 2019

ANNOUNCEMENT 2019 EXTRA GENERAL MEETING OF SHAREHOLDERS

To: Shareholder

The Board of Directors (*Board*) would like to invite the Company's shareholders to attend the 2019 Extra General Meeting of Shareholders, details as below:

- 1. Time: 8:00 AM, Sep 26th, 2019**
- 2. Venue:** Great Hall, Hoang Liet Factory.
Lane 15, Ngoc Hoi Road, Hoang Mai District, Ha Noi.
- 3. Contents⁽²⁾:**
 - 3.1. Voting of additional 01 BoD members;
 - 3.2. Reviewing the production and business plan in 2019.

4. Registration and Participation

Please confirm your participation (or send your letter of authorization) to:

- Organizing Committee for the General Meeting of Shareholders of Traphaco JSC:

- Phone: (84.24) 3 7341797 Fax: (84.24) 36814910 Email: info@traphaco.com.vn
- Contact: ▪ **Mr. Pham Thai Son – Phone: 0912.280.008**
 ▪ **Mrs. Nguyen Thi Minh – Phone: 0936.900.676**

- Requirement: Please send your registration letter (form enclosed), the letter of authorization (if any), shareholder's opinions (as stipulated in the Charter, if any) to the above address before 14:00 Sep 23rd, 2019.

- For shareholders/authorized individuals who attend the AGM, please bring and present the following documents:

(1) ID Card/Passport/Copy of business registration certificate; (2) Letter of Invitation; (3) Valid letter of authorization (in case of authorization).

5. Nomination of candidate

Shareholder(s) nominate candidates in accordance with the Charter of the Company (Nomination Regulation).

We are pleased to inform and look forward to your presence at the meeting!

**B/O. THE BOARD OF DIRECTORS
CHAIRWOMAN**

Attachments:

- Form of letter of authorization.
- Letter of confirmation.

(signed)

MSc. Vu Thi Thuan

¹ Number of shares owned by shareholders on the list finalized on 27/8/2019.

² Shareholders who wish to download materials for the Extra General Meeting of Shareholders (letter of authorization, letter of confirmation of attendance, nomination regulation, candidate's dossier etc...) can visit the Company's website. Dossier of nominated candidate is published on the Company's website from 12/9/2019.

³ Website address: <http://traphaco.com.vn>

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