

Hanoi, March 23rd, 2023

INVITATION 2023 ANNUAL GENERAL MEETING

To: Shareholder**Code:**

- Phone:
- Address:

- NRIC/Passport/Business Registration No.:
- Number of shares ⁽¹⁾:

The Board of Directors (*Board*) would like to invite the Company's shareholders to attend the 2023 Annual General Meeting, details as below:

1. **Time:** 8:00 AM, April 14th, 2023
2. **Venue:** Great Hall, Hoang Liet Factory.
Lane 15, Ngoc Hoi Road, Hoang Liet, Hoang Mai, Ha Noi.
3. **Contents**⁽²⁾:
 - 3.1. BoD's Report on operation results of the Company in 2022; Activities of the Board of Directors in 2022; Business plan in 2023
 - 3.2. Audited Consolidated Financial Statements for 2022
 - 3.3. Report of the Board of Supervisors in 2022; Proposal to select an independent auditor of financial statements in 2023
 - 3.4. Report on the plan for distribution of profit after tax, payment of dividends and remuneration to the Board of Directors and the Board of Supervisors in 2022; Expected plan for profit distribution in 2023, remuneration for the Board of Directors and the Board of Supervisors in 2023
 - 3.5. Report on contracts with related parties
 - 3.6. Adding and amending details of business lines

4. Registration and Participation

Shareholders please:

- Confirm your participation to the Organizing Committee for the General Meeting of Shareholders of Traphaco JSC:
 - Phone: (84.24) 3 7341 797 Fax: (84.24) 36814910 Email: info@traphaco.com.vn
 - Contact:
 - Mr. *Phạm Thái Sơn* – Phone: 0857.171.342
 - Mrs. *Nguyễn Thị Minh* – Phone: 0936.900.676
- 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 08:00 AM April 11th, 2023.
- 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) when coming to attend the AGM.

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

Attachments:

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

B/O. THE BOARD OF DIRECTORS
CHAIRMAN



Chung Ji Kwang

¹ Number of shares owned by shareholders on the list at the record date 10/3/2023.

² Shareholders who wish to download materials for the General Meeting of Shareholders (letter of authorization, letter of confirmation of attendance, statements etc...) can visit the Company's website: (<http://traphaco.com.vn>)