

TRAPHACO JSC

Business Registration Certificate No. 0100108656 issued by
Ha Noi Department of Planning and Investment on
24/12/1999, with the 23rd amendment made on 06/4/2020

THE SOCIALIST REPUBLIC OF VIETNAM

Independence - Freedom - Happiness

Hanoi, March 23rd, 2023

AGENDA
2023 ANNUAL GENERAL MEETING

Time: 8h00 AM - 12h00 PM, April 14th, 2023
Venue: Great Hall, Hoang Liet Factory - Traphaco JSC

Date	Content
8:00 ÷ 8:30	Verify shareholders <ul style="list-style-type: none">○ Welcome and registration of participants○ Distribute meeting materials to shareholders
8:30 ÷ 8:50	Opening <ul style="list-style-type: none">○ Opening and introduction of participants, Approve the agenda○ Approve the working regulations of the AGM○ Approve the report of shareholder verification and declare the conditions to conduct the AGM in accordance with the law and the charter of the company○ Introduction of the presiding delegation – AGM’s Secretaries
8:50 ÷ 11:50	Content <ul style="list-style-type: none">○ BoD’s Report on operation results of the Company in 2022; Activities of the Board of Directors in 2022; Business plan in 2023○ Audited Consolidated Financial Statements for 2022○ Report of the Board of Supervisors in 2022; Proposal to select an independent auditor of financial statements in 2023○ 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○ Report on contracts with related parties○ Adding and amending details of business lines○ Tea break○ Discussion of shareholders○ Voting on the contents under AGM’s authorization
11:50 ÷ 12:00	Summary <ul style="list-style-type: none">○ Approve the minutes and the resolution of the AGM○ Closing