

Hanoi, 22nd March, 2024

INVITATION 2024 ANNUAL GENERAL MEETING

To:

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

Code:

The Board of Directors (*Board*) would like to invite the Company's shareholders to attend the 2024 Annual General Meeting, details as below:

1. Time: 8:00 AM, April 12th, 2024

2. Venue: Great Hall, Traphaco JSC.

Lane 15, Ngoc Hoi Road, Hoang Liet, Hoang Mai, Ha Noi.

3. Contents⁽²⁾:

- 3.1. BoD's Report on operating performance of the Company in 2023; Activities of the Board of Directors in 2023; Operating plan in 2024
- 3.2. Audited Consolidated Financial Statements for 2023
- 3.3. Report of the Board of Supervisors in 2023; Proposal to select an independent auditor of financial statements in 2024
- 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 2023; Expected plan for profit distribution in 2024, remuneration for the Board of Directors and the Board of Supervisors in 2024
- 3.5. Report on contracts with related parties
- 3.6. Dismiss and additional elect members of BoD, BoS

4. Registration and Participation

Shareholders please:

- Confirm your participation to Traphaco JSC:

- Phone: (+84.24) 3 7341797 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 8th, 2024.

- Bring and present the following documents: (1) ID Card/Passport/Copy of business registration certificate; (2) 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

¹Number of shares owned by shareholders on the list at the record date 11/3/2024.

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>)