

Trảng Bom, March , 2026

**INTERNAL WORKING REGULATIONS
ANNUAL GENERAL MEETING OF SHAREHOLDERS 2026**

Objectives:

- Ensuring the principles of openness, fairness, and democracy.
- Facilitating the organization of the General Meeting.

I/ ENSURING ORDER AT THE GENERAL MEETING:

1/ Shareholders, upon entering the meeting room, are to be seated in designated locations or areas as directed by the Organizing Committee. Absolute adherence to the seating arrangements determined by the Organizing Committee is required.

2/ Smoking is prohibited within the Hall.

3/ Refrain from private conversations and the use of mobile phones during the proceedings of the General Meeting. All mobile devices should be set to silent or vibrate mode.

II/ VOTING MATTERS:

1/ **Principle:** All matters within the agenda of the General Meeting shall be ratified by obtaining the opinions of all shareholders through the casting of ballots. Each shareholder shall possess a single ballot, bearing the shareholder's identification code, the number of voting shares (both held and by proxy), and affixed with the Company's seal.

2/ **Voting Procedure:** Shareholders cast their votes (in favor, against, or abstaining) on a single issue or multiple issues concurrently by submitting their ballots. During the voting process for a particular matter, shareholders are expected to under the direction of the Chairman.

3/ Voting Regulations:

- Each share held or represented holds one voting unit.

III/ EXPRESSING OPINIONS AT THE GENERAL MEETING:

1/ **Principle:** Shareholders attending the General Meeting would like to express their opinions or discuss matters may register with the Secretariat or raising hands to speak directly.

2/ **Content:** Maintain brevity and focus on the key matters requiring discussion, aligning with the approved agenda of the General Meeting. The Chairman shall

address shareholder inquiries.

IV/ RESPONSIBILITIES OF THE CHAIRMAN

1/ Conduct the General Meeting in accordance with the agenda and the established rules and regulations adopted by the General Meeting.

2/ Guide the General Meeting's discussions, solicit voting opinions on matters listed in the agenda, and address any related concerns throughout the duration of the General Meeting.

3/ Resolve issues that arise during the General Meeting.

V/ RESPONSIBILITIES OF THE SECRETARIAT

1/ Diligently and truthfully record the entirety of the proceedings, discussions, and matters either approved by the shareholders or noted for further consideration at the General Meeting.

2/ Draft the Minutes of the General Meeting and the Resolutions pertaining to the matters adopted at the General Meeting.

VI/ MINUTES OF THE GENERAL MEETING OF SHAREHOLDERS

All matters addressed at the General Meeting of Shareholders shall be documented within the official Minutes. The Minutes must be read aloud and ratified before the end of the General Meeting.

The preceding constitutes the Working Regulations for the 2026 Annual General Meeting of Shareholders of Thong Nhat Joint Stock Company.

Respectfully submitted to the General Meeting for review and approval.

**On behalf of the Board of Directors
CHAIRMAN OF THE BOARD OF
DIRECTORS**



Trần Trung Tuan