



**DRAFT VOTING RULES
AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

- Pursuant to Law on Credit Institutions No. 32/2024/QH15 dated January 18, 2024 ;
- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020 and implementing documents;
- Pursuant to the Securities Law No. 54/2019/QH14 dated November 26, 2019 and implementing documents;
- Tin Viet Finance Joint Stock Company .

2025 Annual General Meeting of Shareholders of Tin Viet Finance Joint Stock Company are as follows:

Article 1. Scope and principles of voting

1. These regulations shall apply to voting at the 2025 Annual General Meeting of Shareholders (hereinafter referred to as the "General Meeting") of Tin Viet Finance Joint Stock Company (hereinafter referred to as the "Company").
2. Voting principles: Voting is conducted publicly and directly, ensuring transparency and fairness.

Article 2. Regulations on Voting Cards and Voting Slips

1. Each shareholder and authorized representative of the shareholder attending the General Meeting will be given one (01) "Voting Card" and one (01) "Voting Slip" with the full name of the shareholder, authorized representative, ID card /CCCD number , number of shares owned, number of shares authorized and total number of shares with voting rights. The Voting Slip will state the content to be voted on.
2. The voting value of the "Voting Card" or "Voting Slip" corresponds to the number of voting shares that the shareholder owns and/or is represented by proxy at the General Meeting.
3. Voting cards are used when voting on the following matters of the General Meeting:
 - + Composition of the Chairing Panel, Secretariat, Vote Counting Committee, Shareholder Qualification Verification Committee;
 - + Regulations on Organizing the General Meeting;
 - + Voting rules at the General Meeting;
 - + Meeting agenda;
 - + Contents of the Minutes and Resolutions of the General Meeting;
 - + Other contents approved by the General Meeting (if any).

4. Voting ballots are used to vote on the following contents:

- + 2024 performance results and 2025 orientation;
- + Approval of the Board of Directors' Report on business performance in 2024 and orientation for 2025 ;
- + Approval of the Board of Supervisors (BOS)' Report on 2024 performance results and 2025 orientation;
- + Approval of the Self-assessment Report on the performance of the Board of Supervisors (BOS) and each member of the Board of Supervisors (BOS) in 2024;
- + Approval of the Report on the approval of the audited financial statements and the profit distribution plan for 2024;
- + Approval of the Proposal on total remuneration, allowances and operating expenses of members of the Board of Directors and Board of Supervisors (BOS) in 2025;
- + Approving the Proposal on selecting an independent auditing company to audit financial statements and operations of the internal control system for the 3-year period 2026-2028;
- + Approval of the Proposal on the structure of the Board of Directors and election of additional independent members of the Board of Directors for the 2023 - 2028 term of Tin Viet Finance Joint Stock Company, Regulations on election of additional independent members of the Board of Directors at the 2025 Annual General Meeting of Shareholders;
- + Other contents under the authority of the General Meeting of Shareholders (if any).

5. Valid ballot:

- + Is a voting ballot issued by the General Meeting Organizing Committee.
- + Voting ballots must not be torn, erased or altered;
- + Have the signature of confirmation and clearly state the full name of the shareholder/ authorized representative of the shareholder participating in the vote;
- + Only mark (X) or (√) once for a voting content in a box ("Agree" or "Disagree" or "No opinion") ;
- + The ballot must be submitted before the Counting Committee opens the ballot box.

6. Invalid ballot :

- + Not issued by the General Meeting Organizing Committee; or
- + The voucher is not intact, erased, corrected or has additional content; or
- + Pencil note card; or
- + There is no signature confirming and clearly stating the full name of the shareholder/ authorized representative of the shareholder participating in the vote; or
- + The ballot is submitted after the Counting Committee has opened the ballot box seal; or
- + The ballot has one or more voting contents with more than one mark (X) or (√), or no mark (X) or (√) on any voting option ("Agree" or "Disagree" or "No opinion").

7. Invalid ballots will be void when counting votes.



Article 3. How to vote on the contents at the General Meeting

Voting on issues at the General Meeting will be conducted in the following forms:

1. Direct voting by using "Voting Cards": Shareholders/authorized representatives of shareholders participate in voting on issues requiring direct opinions at the meeting as prescribed in Clause 3, Article 2 of these Voting Regulations, by raising the "Voting Cards" high. For each voting issue, the Chairman asks for the opinions of shareholders/authorized representatives of shareholders in the following order: "Agree", "Disagree", "No opinion". For each issue asking for opinions, shareholders/authorized representatives of shareholders may only raise the Voting Card once. Determining the voting results is conducted by counting the number of "Agree", "Disagree", "No opinion" Voting Cards. The Vote Counting Committee will record them to report to the Chairman to announce the voting results before the General Meeting.
2. Voting by using "Election Ballot": Voting on the contents in Clause 4, Article 2 of these Voting Regulations will be conducted by secret ballot, ensuring transparency and fairness. Shareholders/authorized representatives of shareholders vote on the contents stated in the Election Ballot by selecting the option "Agree" or "Disagree" or "No opinion" for each content requiring opinions.

Article 4. Conduct a vote

1. When receiving the Election Ballot, the shareholder /authorized representative of the shareholder must check the total number of shares of the issued Election Ballot . If the total number of shares recorded on the issued Election Ballot is not equal to the total number of shares owned by that shareholder and/or authorized representative, the shareholder /authorized representative of the shareholder must immediately notify the Vote Counting Committee at the time of receiving the Election Ballot .
2. Each shareholder /Authorized representative of a shareholder has a total number of votes corresponding to the total number of voting shares owned and/or represented.
3. The voting form has a list of voting contents. Shareholders mark "X" or "√" in the box that matches their opinion. In case of mistakes , shareholders /authorized representatives of shareholders must not erase but must request the Vote Counting Committee to change the new voting form and must return the old voting form before receiving the new voting form .

Article 5. Voting , counting votes, announcing vote counting results

1. The ballot counting committee shall conduct the ballot counting according to the following regulations:
 - a. Conduct a ballot box inspection before voting, ensure the ballot box is empty and seal the ballot box after inspection in the presence of shareholders/ authorized representatives of shareholders;
 - b. Voting begins when the distribution of Election Ballots is completed and ends when the last shareholder/ authorized representative of the shareholder places the ballot in the ballot box;
 - c. The Vote Counting Committee shall conduct the vote counting immediately after the voting ends, ensuring the supervision of shareholders' representatives and/or the Board of



Supervisors (BOS); Check the validity of the Voting Slips, record the results in the Ballot Counting Minutes ; and Seal all Voting Slips and hand them over to the Chairing Panel immediately after the vote counting ends.

2. Prepare and publish the Minutes of the vote counting:

- a. The Vote Counting Committee is responsible for preparing the Ballot Counting Minutes. The Head of the Vote Counting Committee reads the Ballot Counting Minutes before the General Meeting ;
- b. All work of checking, making minutes and announcing vote counting results must be done honestly and accurately by the Vote Counting Committee and the Committee must be responsible for those results.
- c. The Vote Counting Committee is responsible for completing and ensuring that the Ballot Counting Minutes must have full signatures of the Vote Counting Committee members.
- d. The Vote Counting Committee hands over the Vote Counting Minutes to the Chairing Panel and the Secretariat so that the grassroots can complete the General Meeting Meeting Minutes and General Meeting Resolution.

Article 6. Complaints about procedures and vote counting results

1. All shareholders / authorized representatives of shareholders have the right to question and complain before the General Meeting about issues related to voting procedures and results. All complaints about voting results must be considered and resolved immediately at the General Meeting. In case of complaints, the Vote Counting Committee will re-examine and ask for the General Meeting's opinion for decision.
2. All opinions and complaints must be considered and resolved by the Chairing Panel before the closing of the General Meeting and recorded in the Minutes of the General Meeting meeting.

Article 7. Applicable

2025 Annual General Meeting of Shareholders of Tin Viet Finance Joint Stock Company./ .

April 25 , 2025

**ON BEHALF OF THE GENERAL MEETING
OF SHAREHOLDERS
PRESIDE**