

Hanoi, dated 19 month 11 year 2025

NOTICE

**REGULATIONS ON THE ORGANIZATION AND OPERATION OF THE
2025 EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS**

Based on:

- *Enterprise Law No. 59/2020/QH14 dated June 17, 2020, and its amendments, supplements, and guiding documents;*
- *Securities Law No. 54/2019/QH14 dated November 26, 2019, and its amendments, supplements, and guiding documents;*
- *Charter of EVS Securities Joint Stock Company (“Company”/ “EVS”);*
- *Company's internal governance regulations;*
- *Resolution of the Company's Board of Directors No. 45/2025/NQ-HĐQT dated 19 month 11 year 2025 on deciding the time, location for organizing, and approving the content and documents for the 2025 extraordinary General Meeting of Shareholders.*

The 2025 Extraordinary General Meeting of Shareholders of EVS Securities Joint Stock Company is organized and conducted according to the Working Regulations at the 2025 Extraordinary General Meeting of Shareholders (“**Regulations**”) as follows:

ARTICLE 1. SCOPE AND APPLICABLE SUBJECTS

1. This regulation applies to the organization of the 2025 Extraordinary General Meeting of Shareholders (“**GMS**”/“**Meeting**”) of the Company in the online form and voting by electronic ballot.
2. This regulation specifies the rights and obligations of shareholders/proxies of shareholders and parties participating in the online Meeting; the procedures for conducting the online Meeting; the voting methods to approve the contents and issues of the online Meeting and other related matters.
3. Shareholders, proxies of shareholders, and parties participating in the EGM are responsible for complying with this Regulation. Matters related to the organization of the EGM not detailed in this Regulation shall be applied according to the Company’s Charter, the Company’s internal governance regulations, and other relevant regulations and laws.

ARTICLE 2. DEFINITION OF TERMS

1. **Shareholder:** A person who owns shares of the Company, listed in the Consolidated List of Securities Holders authorized to attend the General Meeting of Shareholders issued by Vietnam Securities Depository and Clearing Corporation (VSDC) with the last registration date on 12/11/2025 ("List of Shareholders attending the meeting as of 12/11/2025").

2. **Proxies:** A person legally authorized by the shareholder to attend the online General Meeting, cast electronic votes, and exercise other shareholder rights at the Company's Meeting in compliance with these Regulations, the Company's Charter, the Company's internal governance regulations, and other relevant laws.
3. **Online Meeting/Meeting:** The form of organizing the General Meeting of Shareholders using electronic means to connect and transmit images, sound, and/or other types of data of the Meeting via the internet environment, allowing shareholders/proxy at different locations to attend, follow the Meeting's proceedings, discuss, and vote on the contents and issues of the meeting.
4. **Online system:** The technical infrastructure (including but not limited to hardware, applications, software/websites) established and used by the Company to organize and operate the online Meeting and conduct electronic voting. Shareholders/proxies can access the Online system to register attendance, follow the proceedings, discuss, and vote via electronic voting.
5. **Electronic voting:** Shareholders/proxies casting votes on the contents and issues of the Meeting through the Online system.
6. **Principal location of the online Meeting:** The location where the Chairperson attends and presides over the Meeting.
7. **Time to open the Online system:** The time when the Online system is opened for shareholders/proxies to access to confirm attendance, read documents, and vote electronically on the contents and issues presented at the Meeting, except for items that must be voted on after the opening of the Meeting. The Online system will officially open from 13:00 on 10/12/2025.

ARTICLE 3. PARTICIPANTS OF THE GENERAL MEETING

All shareholders holding Company shares according to the List of shareholders attending the meeting as of 12/11/2025 (or legally authorized representatives attending the meeting).

ARTICLE 4. RIGHTS AND OBLIGATIONS OF SHAREHOLDERS/PROXIES

1. Shareholders/proxies have the right to attend the General Meeting, directly follow the progress of the Meeting, express opinions, discuss, and exercise voting rights on all contents and issues under the authority of the General Meeting through the Online System according to these Regulations, the Company's instructions for attending the online Meeting, the Company's Charter, the internal governance regulations of the Company, and other relevant laws and regulations.
2. Shareholders/proxies must prepare and use appropriate electronic devices (such as computers/laptops/tablets/smartphones or any device) that can connect to the internet and access the Company's Online System to ensure continuous monitoring of the Meeting, participate in online discussions, and cast electronic votes.
3. Shareholders/proxies are responsible for keeping their personal information and other identification details (such as login accounts and passwords) provided by the Company confidential to ensure that only the shareholder/proxies can access the Online System to exercise their rights and obligations at the Meeting.
4. Shareholders/proxies are responsible for all risks and disputes related to attending and/or voting at the Meeting through the login account and password of the shareholder/proxies on the

Online System. Attendance and/or voting on the Online System by using the login account and password will be deemed the will of the shareholder.

5. Shareholders/proxies agree/consent that all information, content, and exchanges sent to or from the shareholder's phone number on the Consolidated List of Securities Owners exercising the right to attend the Meeting issued by VSDC, or from the phone number of the shareholder/proxy registered and provided to the Company, are from the shareholder/proxy and are deemed to have been sent to or sent by the shareholder/proxy.

6. Shareholders/proxies must comply with the contents of these Regulations and follow the control/management of the Chairperson throughout the Meeting. Shareholders/proxies must not cause disruptions or disorder during the entire online General Meeting.

7. Shareholders/proxies understand and accept that organizing the General Meeting in an online format and voting by electronic ballot always involves risks of system errors, technical faults, network failures, viruses, and/or other unforeseen force majeure incidents beyond the Company's control or prediction.

ARTICLE 5. REGISTRATION TO ATTEND THE ONLINE GENERAL MEETING

1. Shareholders/proxies exercise their rights to attend the General Meeting by accessing the Company's online system at the link: <https://vote.eves.com.vn> through their login account and password, specifically:

a. Login account:

- The shareholder's login account is provided in the Meeting Invitation sent to the shareholder. The proxy's login account is provided and sent to the proxy's registered mobile phone number as stated in the Power of Attorney.
- The login account is the citizen identification number ("CC") or citizen ID card ("CCCD") number or passport number for individuals, enterprise code or tax code for organizations, securities transaction code for foreign investors or other registered ownership registration numbers registered with VSDC (for shareholders)/registered with the Company (in case of authorization). In case of duplicate ownership registration numbers for shareholders, the shareholder's login account will be supplemented with additional characters to distinguish between shareholders.

b. Login password:

- The shareholder's login password is provided in the Meeting Invitation sent to the shareholder. The proxy's login password is provided and sent to the proxy's registered mobile phone number as stated in the Power of Attorney.
- In case of forgotten login password, the shareholder/proxy clicks on the forgot password button on the online system and fills in the required information to receive a new password. The new password for the shareholder will be sent to the shareholder's registered mobile phone number with VSDC; if the shareholder changes the registered mobile phone number with VSDC, the shareholder should contact the Company to register a new mobile phone number to receive the login password. The new password for the proxy will be sent to the mobile phone number registered with the Company in the Power of Attorney.

2. Shareholders/proxies can only vote electronically, monitor the live progress of the General Meeting, speak, and discuss at the Meeting after confirming their attendance.

3. Authorization to attend the General Meeting

- a. In case a shareholder does not attend the meeting, the shareholder may authorize the voting shares to an individual or legal entity to attend the online General Meeting on behalf of the shareholder and exercise all rights and obligations at the AGM related to the authorized shares.
- b. Authorization must be made in writing using the Company's Power of Attorney form, bearing the Company's seal or as required by law. It must clearly state the information of the shareholder and the proxy, the number of authorized shares, the proxy's registered mobile phone number, and be validly signed and sealed (if any) by the shareholder and the proxy.
- c. Authorization is considered valid and legally effective when meeting the following conditions:

(i) The shareholder has not confirmed attendance to the General Meeting on the online system.

(ii) The authorization dossier includes the following documents:

- The original Power of Attorney as stated in point b of clause 3 of this Article;
- A copy of ID/CCCD/Passport/Business Registration Certificate ("BRC") of the shareholder (authorizer);
- Documents of the proxy:

+ For an individual: copy of ID/CCCD/Passport;

+ For an organization:

- ✓ Copy of the BRC;
- ✓ Copy of ID/CCCD/Passport of the representative attending the AGM;
- ✓ Original authorization letter or introduction letter from the organization authorizing the representative to attend the AGM (if the representative attending the AGM is not the legal representative of the organization).

(iii) Authorization dossiers may be submitted directly or sent by post/courier to the Company at the address of the Board of Directors Office - EVS Securities Joint Stock Company - 9th Floor, No. 2A Dai Co Viet Street, Hai Ba Trung Ward, Hanoi City before 16:00 on 10/12/2025.

d. After receiving the shareholder's authorization information, if the authorization is valid, The company will grant access to the Online System for the proxy attending the General Meeting (including login account and password which will be sent to the proxy's mobile phone number) so that the proxy can attend the General Meeting online. When a shareholder authorizes all their voting shares, the login account of the authorizing shareholder will be locked and will have no access to the Online System.

e. Termination of authorization: In case a shareholder wishes to terminate a previously valid authorization, the shareholder must send the original written notice of termination of authorization (either directly or by mail/courier) to the company before 16:00 on 10/12/2025 at the address stated in item (iii) clause 3 of this Article.

4. The termination of authorization takes effect from the time the company receives the shareholder's valid written request. After termination of the authorization, the proxy's login account will be locked, and the proxy's electronic voting results will be canceled (if already performed).

ARTICLE 6. CONDITIONS FOR HOLDING THE GENERAL MEETING

1. The shareholder verification committee, based on the total number of shares owned and/or represented by shareholders/authorized representatives confirming attendance at the General Meeting on the Online System from the moment the Online System opens (13:00 on 10/12/2025) until the scheduled opening time of the meeting (13:30 on 11/12/2025), shall establish the conditions for convening the General Meeting as prescribed.
2. The General Meeting shall be held when the number of shareholders/authorized representatives attending represents more than 50% of the total voting shares (each common share carries one vote).
3. In case the General Meeting does not meet the prescribed conditions to proceed, subsequent convening and holding of the General Meeting shall comply with the Company's Charter, the Company's internal governance regulations, and relevant legal provisions.

ARTICLE 7. VOTING AT THE GENERAL MEETING

1. Shareholders/Authorized representatives exercise their voting rights on the contents and issues at the General Meeting online through electronic voting on the Online System in accordance with these Regulations.
2. Voting time: Voting may be conducted before the General Meeting opens and/or during the meeting, specifically:
 - a. For procedural contents and issues concerning the opening and closing of the General Meeting (*including voting to approve: the meeting's vote counting committee, the meeting agenda, meeting minutes, and resolutions of the 2025 extraordinary General Meeting, together with other issues requiring approval at the General Meeting as directed by the Chairperson*): Shareholders/Authorized representatives may vote only after the General Meeting has opened and under the Chairperson's direction, until the end of the voting period as decided by the Chairperson.
 - b. For contents and issues submitted to the General Meeting (reports, proposals): Shareholders/Authorized representatives may vote from the time the Online System opens (from 13:00 on 10/12/2025, before the General Meeting opens) until before the end of the voting period as decided by the Chairperson.
 - c. Shareholders/Authorized representatives attending the online General Meeting after it has opened still have the right to vote. In this case, the validity of votes already cast before does not change.
3. Voting method: Shareholders/Authorized representatives vote by selecting one (01) out of three (03) options corresponding to the voting options "Agree," "Disagree," or "No opinion" on each content or issue to be voted on, and must click the submit button, confirming agreement to send and save the voting result to the Online System.
4. Shareholders/Authorized representatives who have voted may change their voting choice as long as the voting period for that content or issue has not ended. If the voting period ends without a vote from the shareholder/authorized representative, it is considered as not participating in the vote; the voting shares of that shareholder/authorized representative will not be included in the total votes of shareholders participating and voting at the meeting. From the end of the voting time, the Online System voting will be closed, and shareholders/authorized representatives have no right to change any content they have voted on. The Company will

record the final voting results made during the shareholders'/authorized representatives' voting period on the Online System.

5. For contents submitted for voting that change or arise during the General Meeting, shareholders/authorized representatives shall re-vote or vote additionally on those changed or new contents. If the shareholder/authorized representative does not re-vote or vote additionally, it will be considered as not participating in the vote on the changed or new content. Other contents previously voted on by shareholders/authorized representatives remain unchanged.

6. The voting results of shareholders/proxies are the aggregated final voting results recorded at the time the voting session ends as decided by the Chairperson at the General Meeting. When conducting the meeting, the Chairperson must announce the closing time of the voting session for shareholders/proxies to exercise their voting rights. From the time the voting session closes as decided by the Chairperson at the Meeting, the Online System will automatically close the voting portal for the presented content or issue, and shareholders/proxies will no longer be able to vote on the locked content or issue. Voting results will be determined by each content or issue presented and will be aggregated by the Vote Counting Committee, then reported and announced before the Meeting immediately after the vote counting process is completed.

7. A valid ballot is the voting ballot of a shareholder/proxy participating in voting through a login account issued by the Company, having selected a voting option and completed voting on the Online System according to the provisions in these Regulations. To ensure the validity of online voting, the Online System has been configured so that shareholders/proxies can only select one (01) out of the three (03) voting options mentioned in Clause 3 of this Article.

8. In the case that a shareholder/proxy confirms attendance at the online Meeting and has voted but has not selected any voting option (not ticking any voting box) for a certain content or issue, the shareholder/proxy's ballot will be considered invalid for that content or issue.

9. In cases where a shareholder/proxy (representing 2 or more shareholders) opts to combine the authorized ballots according to different shareholder groups, the shareholder/proxy will cast votes corresponding to each respective shareholder group.

10. Shareholders/proxies encountering issues or technical problems with electronic voting on the Online System may contact the Company via the contact information provided in the Meeting invitation letter to receive guidance and assistance in completing their vote.

11. The voting ratio required to approve the contents or issues voted on at the Meeting shall apply in accordance with the provisions of the Company's Charter and relevant legal regulations.

ARTICLE 8. DISCUSSIONS AT THE GENERAL MEETING

1. Shareholders/Proxies may participate in discussions at the online General Meeting either by speaking directly or by submitting questions/comments to the Presidium through the Online System. The Secretariat is responsible for compiling all questions and comments from Shareholders/Proxies and forwarding them to the Presidium.
2. Discussions and responses to questions or inquiries from Shareholders/Proxies shall be conducted according to the following principles:
 - a. Discussions shall only take place within the allocated time and must relate to the contents and matters included in the meeting agenda approved by the General Meeting of Shareholders.

- b. Shareholders/Proxies shall conduct their discussions in accordance with the instructions of the Chairperson during the online meeting.
- c. Based on the meeting schedule, the Chairperson shall arrange and coordinate the speaking order of Shareholders/Proxies, and may respond directly or authorize/assign personnel to respond to questions and inquiries.
- d. Shareholders/Proxies should speak concisely, avoid repetition, and focus on key issues consistent with the approved meeting agenda. The Chairperson has the right to exclude questions from the discussion or stop a Shareholder/Proxy from speaking if the question or discussion is deemed irrelevant to the approved agenda. In cases where multiple comments are repetitive, the Chairperson may select the most representative or relevant comments to address.
- e. All Shareholders/Proxies have the right and are encouraged to express their opinions at the Meeting. However, if there are too many comments causing the meeting to exceed the planned duration, any unanswered questions during the online meeting will be recorded by the Secretariat, and the Presidium may provide responses later via email or other appropriate means in accordance with the Company Charter, the Internal Corporate Governance Regulations, and applicable laws.

ARTICLE 9. THE PRESIDIUM

- 1. The Chairperson of the Board of Directors shall act as the Chair of the online General Meeting or may authorize another member of the Board of Directors to preside over the online General Meeting of Shareholders. The Chairperson may nominate certain individuals (*such as members of the Board of Directors or members of the Executive Board*) to jointly operate the online General Meeting ("the Presidium").
- 2. Members of the Presidium shall comply with the Chairperson's instructions and direction regarding all matters related to the operation of the online General Meeting. In all cases, the decision of the Chairperson shall be final.
- 3. The Presidium has the following rights and responsibilities:
 - a. To operate the General Meeting in accordance with these Regulations and the agenda approved by the General Meeting of Shareholders.
 - b. To present or designate individuals to present proposals for discussion and voting at the General Meeting.
 - c. To guide and manage discussions at the General Meeting; to answer or assign individuals to answer questions and inquiries raised by Shareholders/Proxies.
 - d. To implement necessary and reasonable measures to ensure the meeting is conducted in an orderly manner, in accordance with the approved agenda, and in a way that reflects the wishes of the majority of participating Shareholders/Proxies.
 - e. To exercise other rights and perform other duties as prescribed in the Company Charter, the Internal Corporate Governance Regulations, and applicable laws.

ARTICLE 10. SHAREHOLDER CREDENTIAL VERIFICATION COMMITTEE

- 1. The Head of the GMS Organizing Committee shall establish the Shareholder Credential Verification Committee. The Committee must consist of at least two members, including one Head of Committee and the remaining members.

2. The Committee is responsible for verifying and confirming the Credential of Shareholders/Proxies attending the online General Meeting, ensuring compliance with these Regulations, the Company Charter, the Internal Corporate Governance Regulations, and relevant laws.
3. The Head of the Committee shall report to the General Meeting regarding the verification results and compliance with the conditions for conducting the General Meeting, as stipulated in Article 6 of these Regulations.

ARTICLE 11. THE SECRETARIAT

1. The Chairperson shall appoint one or more individuals to act as the Secretaries of the online General Meeting (**"the Secretariat"**).
2. The Secretariat is responsible for:
 - a. Recording fully and accurately all proceedings of the meeting and all matters approved or noted by the General Meeting into the Minutes and the Resolution of the Meeting prior to its adjournment.
 - b. Receiving and compiling questions and comments from Shareholders/Proxies during the online meeting and forwarding them to the Presidium.
 - c. Performing other tasks assigned by the Chairperson related to the online General Meeting and tasks as prescribed by the Company Charter, the Internal Corporate Governance Regulations, and applicable laws.

ARTICLE 12. VOTE COUNTING COMMITTEE

1. The General Meeting of Shareholders (GMS) shall elect one or several persons to the Vote Counting Committee to count votes and/or supervise the vote-counting process at the online Meeting as proposed by the Chairperson. The number of members of the Vote Counting Committee shall be decided by the GMS based on the proposal of the Chairperson.
2. The Vote Counting Committee shall have the following duties:
 - a. Guiding shareholders/proxies on the voting at the online Meeting via electronic voting on the Online System.
 - b. Conducting the vote counting for voting matters.
 - c. Accurately, fully, and truthfully recording the voting results of shareholders/proxies.
 - d. Consolidating and reporting to the Presidium the voting results on the matters submitted to the Meeting; preparing and presenting the Vote Counting Minutes before the Meeting.
 - e. Reviewing and reporting to the GMS for resolution on any violations of the voting rules or any complaints regarding voting (if any).
 - f. Carrying out other assigned tasks and other duties in accordance with the Company's Charter, the Company's internal corporate governance regulations, and applicable laws.

ARTICLE 13. MINUTES AND RESOLUTIONS OF THE GENERAL MEETING OF SHAREHOLDERS

1. All matters discussed at the online General Meeting must be recorded by the Secretariat in the Meeting Minutes.

2. The Minutes and the Resolutions of the General Meeting must be presented and approved before the Meeting is adjourned.
3. The Minutes, Resolutions, and related documents shall be prepared, stored, and disclosed in accordance with the Company Charter, the Internal Corporate Governance Regulations, and applicable laws.

ARTICLE 14. IMPLEMENTATION PROVISIONS

1. These Regulations are issued pursuant to the Company's Board of Directors Resolution No. 45/2025/NQ-HĐQT date on November 19, 2025 and shall apply to the preparation and organization of the 2025 Extraordinary General Meeting of Shareholders of EVS Securities Joint Stock Company.
2. Shareholders/Proxies and all parties involved in the preparation and organization of the General Meeting are responsible for complying with these Regulations.

**ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN**



Nguyen Hai Chau