

No.: ...../NQ-DHDCD

Hanoi, April 22<sup>nd</sup> 2025

## REPORT

ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025  
VINACOMIN INVESTMENT, TRADING AND SERVICES JOINT STOCK COMPANY

**- Organization name:** VINACOMIN INVESTMENT, TRADING AND SERVICE JOINT STOCK COMPANY

**- Head office address:** No. 01, Phan Dinh Giot, Phuong Liet Ward, Thanh Xuan District, Hanoi City.

**- Business registration certificate:**

+ Number: 0200170658 registered for the 19th change on June 23, 2022 (Transferred from business registration number 0103009929 first issued on November 14, 2005)

+ Place of business registration: Hanoi Department of Planning and Investment.

**- Time of the Congress:** Opening at 9:00 a.m. on April 22, 2025.

**- Venue of the Congress:** meeting room on the 11th floor, No. 1 Phan Dinh Giot, Phuong Liet Ward, Thanh Xuan District, Hanoi City.

**- Meeting agenda:** Discuss and approve:

+ Report of the Board of Directors;

+ Audited financial statements for 2024;

+ Report of the Board of Supervisors;

+ Selection of an auditing company for 2025;

+ Profit distribution plan for 2024;

+ Remuneration of the Board of Directors and Board of Supervisors of the Company;

+ Election of members of the Board of Directors and Board of Supervisors of the Company for the term 2025 - 2030.

**- Chairman and Secretary of the Meeting:**

**+ Chairman:**

Mr. Thieu Quang Thao - Chairman of the Board of Directors of the Company.

Mr. Nguyen Anh Duc - Member of the Board of Directors, General Director of the Company

**+ Secretary:**

Mr. Dinh Tien Dung - Head of General Administration Department.

## **I. PART ONE - OPENING OF THE GENERAL MEETING:**

### **1. Opening of the General Meeting:**

The General Meeting performs the following procedures: Salute the flag, play the National Anthem; Declare the reason for holding the 2025 Annual General Meeting of Shareholders; Introduce delegates; Introduce the Shareholder Qualification Examination Committee to work.

### **2. Report on shareholder qualification verification:**

Mr. Bui Quang Chung - Head of the shareholder qualification verification committee - reported the results of the shareholder qualification verification and shareholder representatives attending the General Meeting as follows:

*Absent: .... shareholders*

*Members attending the meeting: .... shareholders*

*The shareholders attending the meeting accounted for ..../845 shareholders*

*The total number of votes of the shareholders attending the meeting was ..... voting shares, corresponding to ..... shares accounting for .....% of the number of voting shares*

- Pursuant to the provisions of the Enterprise Law and the Company Charter, the Annual General Meeting of Shareholders 2025 of Vinacomin Investment, Trade and Service Joint Stock Company has met all the conditions to proceed. The shareholders present have the right to vote according to the number of shares they own and represent.

### **3. Election of the Congress Presidium:**

The Congress unanimously voted 100% to approve the Congress Presidium consisting of the following members:

(1) Mr. Thieu Quang Thao - Chairman of the Board of Directors: Chairman of the Congress;

(2) Mr. Nguyen Anh Duc - Member of the Board of Directors, General Director of the Company.

### **4. Election of the Secretariat and the Ballot Counting Committee:**

The Congress introduced the list of expected personnel for the Secretariat and Ballot Counting Committee and unanimously voted 100% to elect the above-named Mr./Ms. to the Secretariat and Ballot Counting Committee, including:

#### *4.1. Secretariat:*

- Mr. Dinh Tien Dung - Head of General Administration Department - Head of the Committee

#### *4.2. Ballot Counting Committee:*

- Ms. Nguyen Thi Tham - Deputy Head of Financial Accounting Department - Head of the Committee

- Mr. Duong Dinh Son - Deputy Head of Business Department 1 - Member

- Ms. Tong Ngoc Bich - Specialist of General Administration Department - Member

## **5. Approval of the meeting agenda and working regulations at the Congress:**

The Presidium announced and the Congress unanimously voted 100% to approve:

5.1. Working agenda of the 2025 Annual General Meeting of Shareholders.

5.2. Working regulations of the 2025 Annual General Meeting of Shareholders.

## **II. PART TWO - CONTENTS PRESENTED AT THE MEETING**

- Mr. Nguyen Anh Duc - Member of the Board of Directors - General Director of the Company presented: Report on the activities of the Board of Directors of the Company in 2024 and directions and tasks in 2025.

- Mr. Nguyen Trung Hieu presented the Report on the audited financial statements in 2024.

- Mr. Bui Quang Chung presented the Report on the results of the 2024 control of the Board of Supervisors; Proposal on selecting an auditing company for the 2025 Financial Statements.

- Mr. Nguyen Trung Hieu presented the report: Profit distribution plan and dividend payment level in 2024; Report on remuneration payment for the Board of Directors and the Supervisory Board in 2024 and Remuneration payment plan for the Board of Directors and the Supervisory Board in 2025.

### **❖ The congress discussed the following issues:**

.....  
.....  
.....

### **The Congress voted to approve the following contents:**

**1. Approving the Report of the Board of Directors assessing the current status of business management at the Company in 2024; directions and tasks for 2025, with some main value indicators as follows:**

#### **\*. *Value indicators:***

- Total revenue:	2,678,500 million VND.
- Total production value:	104,370 million VND.
- Profit before tax:	12,000 million VND.
- Expected dividend:	2%

By the end of the third quarter of 2025, based on the actual situation, the General Meeting of Shareholders will authorize the Board of Directors to adjust the 2025 plan targets

accordingly.

**\*. Capital mobilization plan:**

Working capital requirement in 2025 is VND 1,039,732 million.

The company plans to borrow capital from credit institutions as follows:

<b>Capital source</b>	<b>Amount (million VND)</b>	<b>Percentage</b>
Company's counterpart capital	104.732	10,1%
Loan capital from BIDV Hoan Kiem Bank	600.000	57,7%
Loan capital from Agribank Lang Ha	150.000	14,4%
Loan capital from Agribank Tay Ho	150.000	14,4%
Loan capital from VPBank Ha Thanh	35.000	3,4%
<b>Tổng cộng</b>	<b>1.039.732</b>	<b>100%</b>

*(Details according to the 2025 Capital Mobilization Plan and the attached list of collateral assets at banks)*

**2. Approval of the Company's 2024 Financial Report which has been independently audited.**

The Annual General Meeting of Shareholders approves the 2024 Financial Report according to the content of Submission No. 04/TTr-HĐQT dated March 27, 2025.

**3. Approving the 2024 control results report of the Board of Supervisors:**

Mr. Bui Quang Chung - Head of the Company's Control Board, on behalf of the Control Board, reported on the activities of the Control Board, including the following contents: Activities of the Control Board; Results of the 2024 control implementation on the Management and operation of the Company's activities by the Board of Directors and General Director; Directions and tasks of the Control Board in 2025 (according to Report No. 01/BC-BKS dated April 1, 2025).

**4. Approval of the selection of an auditing company for 2025**

Selecting a financial statement auditing service unit for 2025 according to Submission No. 02/T.Tr-BKS dated April 1, 2025.

**5. Approval of the 2024 Profit Distribution Plan.**

The Annual General Meeting of Shareholders approves the 2024 Profit Distribution Plan according to Submission No. 05/TTr-HĐQT dated March 27, 2025:

<b>No.</b>	<b>Distribution content</b>	<b>Amount (VND)</b>
1	Profit after tax in 2024	3,688,190,402

2	Profit left by the previous year	1,562,846,308
3	Distribution profit this year (3=2+1)	5,251,036,710
4	Dividend distribution of 1% of the capital of the company (the number of ordinary shares outstanding in the year).	2,645,992,400
	In which:	
4.1	<i>Vietnam Coal and Mineral Industry Group</i>	476,280,000
4.2	<i>Other natural person shareholders</i>	2,169,712,400
5	Remaining profit after dividend payment (5=3-4)	2,605,044,310
6	Deduction of reward and welfare funds (1 month's salary)	328,000,000
	In which: Reward Fund of the Executive Board	50,000,000
7	Profit left for distribution next year (7=5-6)	2,227,044,310

## **6. Approval of the Remuneration Payment Plan for the Board of Directors and the Supervisory Board:**

The General Meeting voted to approve the Remuneration Payment Plan for the Board of Directors and the Supervisory Board, as follows:

**6.1.** The total remuneration for members of the Board of Directors and the Supervisory Board of the Company in 2024 is: VND 650,400,000.

**6.2.** The total remuneration for members of the Board of Directors and the Supervisory Board of the Company in 2025 is: VND 650,400,000.

## **7. Approval of the election of members of the Board of Directors and the Board of Supervisors of the Company for the term 2025 - 2030:**

Unanimously approve the contents according to the Submission No. 08/TTr-HĐQT dated April 16, 2025 of the Board of Directors of the Company, specifically as follows:

### ***7.1. Approval of the number of members of the Board of Directors and the Board of Supervisors of the Company for the term 2025 - 2030:***

- The number of members elected to the Board of Directors of the Company for the term 2025 - 2030 is: **05** people.

- The number of members elected to the Board of Supervisors of the Company for the term 2025 - 2030 is: **03** people.

### ***7.2. Approval of the list of candidates nominated to join the Board of Directors and Supervisory Board of Vinacomin Investment, Trade and Service Joint Stock Company for the 2025-2030 term.***

- Candidates nominated to join the Board of Directors of the Company:

+ Mr. Thieu Quang Thao.

+ Mr. Doan Hai Chien.

+ Mr. Nguyen Anh Duc.

- + Mr. Do Duc Trinh.
- + Mr. Bui Dinh Trung.
- Candidates nominated to join the Board of Supervisors of the Company:
- + Ms. Nguyen Thi Luong Anh.
- + Mr. Dinh Tien Dung.
- + Ms. Ha Thi Hai Yen.
- + Ms. Truong Mai Anh.

***7.3. Through the election results of the Board of Directors, Supervisory Board of Investment, Trade and Services Joint Stock Company - Vinacomin for the term 2025-2030***

***- The 2025 Annual General Meeting of Shareholders elected the following persons to join the Board of Directors of the Company for the term 2025-2030:***

<b>No.</b>	<b>Full name</b>	<b>Total votes in favor</b>	<b>% of total votes of shareholders attending the meeting</b>
1	Doan Hai Chien		
2	Nguyen Anh Duc		
3	Thieu Quang Thao		
4	Do Duc Trinh		
5	Bui Dinh Trung		

After announcing the election results, the Board of Directors held a meeting to elect the Chairman. Mr. .... was elected by the Board of Directors as Chairman with a vote of .... /5 votes.

- The 2025 Annual General Meeting of Shareholders elected the following persons to join the Company's Supervisory Board for the 2025-2030 term:

<b>No.</b>	<b>Full name</b>	<b>Total votes in favor</b>	<b>% of total votes of shareholders attending the meeting</b>
1	Nguyen Thi Luong Anh		
2	Truong Mai Anh		
3	Dinh Tien Dung		
4	Ha Thi Hai Yen		

After announcing the election results, the Board of Supervisors held a meeting to elect the Chairman. Mr./Ms. .... was elected by the Board of Supervisors as Chairman with a vote of .... /3 votes.

### **III. VOTING**

Voting results:

### **1. Approval of the 2024 Board of Directors' Report**

- Total number of votes: ..... votes, equivalent to .....% of the total number of votes with voting rights.

- Voting method: Voting at the meeting.

- Total number of valid votes: ...../..... votes, equivalent to ...% of the total number of votes of shareholders attending the meeting.

- Total number of invalid votes: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

- Number of votes in favor: ...../..... votes, corresponding to .....% of the total number of votes with voting rights.

- Number of votes against: ...../..... votes, corresponding to .....% of the total number of votes of shareholders attending the meeting.

- Number of votes without opinion: ...../..... votes, corresponding to .....% of the total number of votes of shareholders attending the meeting.

### **2. Approval of audited financial statements for 2024**

- Total number of votes: ..... votes, equivalent to .....% of the total number of votes with voting rights.

- Voting method: Voting at the meeting.

- Total number of valid votes: ...../..... votes, equivalent to ...% of the total number of votes of shareholders attending the meeting.

- Total number of invalid votes: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

- Number of votes in favor: ...../..... votes, corresponding to .....% of the total number of votes with voting rights.

- Number of votes against: ...../..... votes, corresponding to .....% of the total number of votes of shareholders attending the meeting.

- Number of votes without opinion: ...../..... votes, corresponding to .....% of the total number of votes of shareholders attending the meeting.

### **3. Approval of the 2024 audit results report of the Board of Supervisors**

- Total number of votes: ..... votes, equivalent to .....% of the total number of votes with voting rights.

- Voting method: Voting at the meeting.

- Total number of valid votes: ...../..... votes, equivalent to ...% of the total number of votes of shareholders attending the meeting.

- Total number of invalid votes: ...../..... votes, equivalent to ....% of the total number of votes of shareholders attending the meeting.

- Number of votes in favor: ...../..... votes, corresponding to .....% of the total number of votes with voting rights.

- Number of votes against: ...../..... votes, corresponding to ....% of the total number of votes of shareholders attending the meeting.

- Number of votes without opinion: ...../..... votes, corresponding to .....% of the total number of votes of shareholders attending the meeting.

#### **4. Approval of the selection of an auditing company for 2025**

- Total number of votes: ..... votes, equivalent to .....% of the total number of votes with voting rights.

- Voting method: Voting at the meeting.

- Total number of valid votes: ...../..... votes, equivalent to ...% of the total number of votes of shareholders attending the meeting.

- Total number of invalid votes: ...../..... votes, equivalent to ....% of the total number of votes of shareholders attending the meeting.

- Number of votes in favor: ...../..... votes, corresponding to .....% of the total number of votes with voting rights.

- Number of votes against: ...../..... votes, corresponding to ....% of the total number of votes of shareholders attending the meeting.

- Number of votes without opinion: ...../..... votes, corresponding to .....% of the total number of votes of shareholders attending the meeting.

#### **5. Approval of the 2024 Profit Distribution Plan:**

- Total number of votes: ..... votes, equivalent to .....% of the total number of votes with voting rights.

- Voting method: Voting at the meeting.

- Total number of valid votes: ...../..... votes, equivalent to ...% of the total number of votes of shareholders attending the meeting.

- Total number of invalid votes: ...../..... votes, equivalent to ....% of the total number of votes of shareholders attending the meeting.

- Number of votes in favor: ...../..... votes, corresponding to .....% of the total number of votes with voting rights.



- Number of votes against: ...../..... votes, corresponding to .....% of the total number of votes of shareholders attending the meeting.

- Number of votes without opinion: ...../..... votes, corresponding to .....% of the total number of votes of shareholders attending the meeting.

**6. Approval of the remuneration payment plan for the Board of Directors and the Board of Supervisors:**

- Total number of votes: ..... votes, equivalent to .....% of the total number of votes with voting rights.

- Voting method: Voting at the meeting.

- Total number of valid votes: ...../..... votes, equivalent to ...% of the total number of votes of shareholders attending the meeting.

- Total number of invalid votes: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

- Number of votes in favor: ...../..... votes, corresponding to .....% of the total number of votes with voting rights.

- Number of votes against: ...../..... votes, corresponding to .....% of the total number of votes of shareholders attending the meeting.

- Number of votes without opinion: ...../..... votes, corresponding to .....% of the total number of votes of shareholders attending the meeting.

**7. Approving the election of members of the Board of Directors and the Board of Supervisors of the Company for the 2025 - 2030 term:**

***7.1. Approval of the number of members of the Board of Directors and Board of Supervisors of the Company for the term 2025 - 2030:***

- Total number of votes: ..... votes, equivalent to .....% of the total number of votes with voting rights at the General Meeting.

- Voting method: Voting by raising voting cards at the General Meeting.

- Total number of valid votes: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

- Total number of invalid votes: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

- Number of votes in favor: ...../..... votes, equivalent to .....% of the total number of votes with voting rights.

- Number of votes against: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

- Number of votes without opinion: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

**7.2. Approval of the list of nominees for the Board of Directors and Supervisory Board of Vinacomin Investment, Trade and Service Joint Stock Company for the 2025 - 2030 term.**

- Total number of votes: ..... votes, equivalent to .....% of the total number of votes with voting rights at the General Meeting.

- Voting method: Voting by raising voting cards at the General Meeting.

- Total number of valid votes: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

- Total number of invalid votes: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

- Number of votes in favor: ...../..... votes, equivalent to .....% of the total number of votes with voting rights.

- Number of votes against: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

- Number of votes without opinion: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

**7.3. Approval of the election results of members of the Board of Directors of Vinacomin Investment, Trade and Service Joint Stock Company for the term 2025 - 2030**

- Total number of votes: ..... votes, equivalent to .....% of the total number of votes with voting rights at the General Meeting.

- Voting method: Voting by raising voting cards at the General Meeting.

- Total number of valid votes: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

- Total number of invalid votes: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

- Number of votes in favor: ...../..... votes, equivalent to .....% of the total number of votes with voting rights.

- Number of votes against: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

- Number of votes without opinion: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

**7.4. Thông qua kết quả bầu thành viên Ban kiểm soát Công ty Cổ phần Đầu tư, thương mại và dịch vụ - Vinacomin nhiệm kỳ 2025 - 2030**

- Total number of votes: ..... votes, equivalent to .....% of the total number of votes with voting rights.

- Voting method: Voting at the meeting.

- Total number of valid votes: ...../..... votes, equivalent to ...% of the total number of votes of shareholders attending the meeting.

- Total number of invalid votes: ...../..... votes, equivalent to .....% of the total number of votes of shareholders attending the meeting.

- Number of votes in favor: ...../..... votes, corresponding to .....% of the total number of votes with voting rights.

- Number of votes against: ...../..... votes, corresponding to .....% of the total number of votes of shareholders attending the meeting.

- Number of votes without opinion: ...../..... votes, corresponding to .....% of the total number of votes of shareholders attending the meeting.

#### **IV. ISSUES PASSED**

Based on the voting results of each item in Part III above, the 2025 Annual General Meeting of Shareholders has approved the following issues:

1. Approval of the 2024 Board of Directors' Report

Corresponding percentage of votes passed: ..... votes equivalent to .....% of the total number of votes of shareholders attending the meeting.

2. Approval of the audited financial statements for 2024

Corresponding percentage of votes passed: ..... votes equivalent to .....% of the total number of votes of shareholders attending the meeting.

3. Approval of the 2024 audit results report of the Board of Supervisors

Corresponding percentage of votes in favor: ..... votes equivalent to .....% of the total number of votes of shareholders attending the meeting.

4. Approval of the selection of the auditing company for 2025

Corresponding percentage of votes in favor: ..... votes equivalent to .....% of the total number of votes of shareholders attending the meeting.

5. Approval of the 2024 profit distribution plan:

Corresponding percentage of votes in favor: ..... votes equivalent to .....% of the total number of votes of shareholders attending the meeting.

6. Approval of the remuneration payment plan for the Board of Directors and the Board of Supervisors:

Corresponding percentage of votes in favor: ..... votes equivalent to .....% of the total number of votes of shareholders attending the meeting.

7. Approval of the election of members of the Board of Directors and the Supervisory Board of Vinacomin Investment, Trade and Services Joint Stock Company for the term 2025 - 2030

*7.1. Approval of the number of members of the Board of Directors and the Supervisory Board of the Company for the term 2025 - 2030*

The corresponding percentage of votes passed: ..... votes equivalent to .....% of the total number of votes of shareholders attending the meeting.

*7.2. Approval of the list of candidates nominated for the Board of Directors and the Supervisory Board of Vinacomin Investment, Trade and Services Joint Stock Company for the term 2025 - 2030.*

The corresponding percentage of votes passed: ..... votes equivalent to .....% of the total number of votes of shareholders attending the meeting.

*7.3. Approval of the results of the election of members of the Board of Directors of Vinacomin Investment, Trade and Services Joint Stock Company for the term 2025 - 2030*

Tỷ lệ phiếu biểu quyết thông qua tương ứng: ..... phiếu tương đương .....% trên tổng số phiếu biểu quyết của các cổ đông dự họp.

*7.4. Thông qua kết quả bầu thành viên Ban kiểm soát Công ty Cổ phần Đầu tư, thương mại và dịch vụ - Vinacomin nhiệm kỳ 2025 - 2030*

Tỷ lệ phiếu biểu quyết thông qua tương ứng: ..... phiếu tương đương .....% trên tổng số phiếu biểu quyết của các cổ đông dự họp.

## **V. Closing of the meeting**

**The meeting closed at ....h.... on the same day and was read out to all shareholders attending the meeting to listen to and agree with all the contents passed.**

**TM. BAN THƯ KÝ**

**CHỦ TỌA ĐẠI HỘI**

**Đinh Tiến Dũng**

**Thiều Quang Thảo**