

Ho Chi Minh City, April 4, 2025

**WORKING REGULATIONS AND RULES OF VOTING
AT THE ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025
SAIGON TRAFFIC CONSTRUCTION JOINT STOCK COMPANY**

In order for the 2025 Annual General Meeting of Shareholders of Saigon Traffic Construction Joint Stock Company to be conducted in a formal, valid, and successful manner, we kindly request all shareholders attending to seriously fulfill their rights and obligations as outlined below:

1. All shareholders owning shares of Saigon Traffic Construction Joint Stock Company as per the shareholder list finalized on March 25, 2025, are entitled to attend the 2025 Annual General Meeting of Shareholders.

2. Shareholders or their authorized representatives who have completed the registration procedures to attend the 2025 Annual General Meeting of Shareholders of Saigon Traffic Construction Joint Stock Company are entitled to participate in discussions and vote at this meeting.

3. The 2025 Annual General Meeting of Shareholders shall proceed when the number of attending shareholders represents more than 50% of voting shares.

4. The General Meeting of Shareholders is chaired by the Chairperson. Participating shareholders must comply with the Chairperson's directions to facilitate the smooth, expeditious, and legitimate conduct of the meeting.

5. Upon registration, the Company shall provide each shareholder or their authorized representative with a Voting Ballot and a Voting Card, indicating the registration number, shareholder's name, and the number of votes held by that shareholder.

5.1. Voting Ballot:

- For contents concerning: Approving the personnel of the Chairpersons, Secretary, and Vote Counting Committee; the Working Regulations and Rules of Voting at the meeting; Agenda of the 2025 Annual General Meeting of Shareholders; Minutes and Resolutions of the 2025 Annual General Meeting of Shareholders; and other matters arising at the meeting.



- Shareholders vote by raising their Voting Ballot as directed by the Chairperson to indicate their vote: Approve or Disapprove, or Abstain.

5.2. Voting Card:

- Shareholders vote using the Voting Card for the main contents of the General Meeting (excluding matters voted on by Voting Ballot as mentioned above) by marking a cross or a tick (X or) in the Approve or Disapprove or Abstain box for each item listed on the Voting Card.✓

- Invalid Voting Cards are those not issued by the Company; containing additional content, information, or symbols without the Chairperson's request; cards that are crossed out, altered, torn, or not intact; or cards not signed by the shareholder/authorized representative. A Voting Card that does not clearly indicate the shareholder's opinion, does not mark any opinion, or marks two or more opinions for a particular item, the vote for that item shall be invalid.

- In a Voting Card, the items to be voted on are independent of each other. The invalidity of a vote on one item shall not affect the validity of the votes on other items.

- In case of a voting error or a damaged Voting Card, shareholders can contact the Organizing Committee to receive a new Voting Card and must return the old one.

- In the event that a shareholder has registered to attend the meeting but cannot be present until the end of the 2025 Annual General Meeting of Shareholders meeting program, that shareholder must return the Voting Card that has voted on the matters requiring a vote to the Organizing Committee before leaving. If the shareholder does not return the Voting Card to the Organizing Committee, the Vote Counting Committee considers that shareholder not to have participated in voting on the matters requiring a vote.

- The voting time is calculated from the time the Chairperson or Head of the Vote Counting Committee announces the start of the voting until there are no more shareholders/authorized representatives of shareholders putting ballots in the ballot box.

6. The Vote Counting Committee is responsible for preparing Minutes of the statistics of the number of Approve, Disapprove, and Abstain votes of the General Meeting of Shareholders on each voting issue by Voting Card to report to the Chairperson. The Chairman or Head of the Vote Counting Committee will announce the results of the vote count for each issue after the vote.

7. Shareholders arriving late to the meeting have the right to register immediately and, thereafter have the right to participate and vote on the following contents at the

meeting. The Chairperson is not responsible for stopping the meeting to allow late shareholders to register, and the validity of the voting rounds conducted before the late shareholder arrives is not affected.

8. The Resolution of the General Meeting of Shareholders is approved according to the following ratio:

8.1. Resolutions of the General Meeting of Shareholders related to: Type of share and total number of shares of each type; Change of business lines and fields; change of the company's management organization structure; Investment projects or sale of assets with a value equal to or greater than 35% of the total asset value recorded in the company's latest audited financial statements; Reorganization, dissolution of the company; Dismissal and replacement of members of the Board of Directors, the Board of Supervisors; Amendments and supplements to the Charter are approved when 65% or more of the total votes of all shareholders attending the meeting are in favor.

8.2. Other Resolutions (excluding the Resolutions mentioned in Clause 8.1 above) are approved when more than 50% of the total votes of all shareholders attending the meeting are in favor.

9. The content of the General Meeting of Shareholders is fully recorded by the Secretary in the Minutes of the meeting and approved at the meeting before closing.

10. These working regulations and rules of voting are read before the General Meeting of Shareholders and the shareholders' votes are taken. If approved by the General Meeting of Shareholders with a rate of over 50% of the total votes of the shareholders with voting rights attending the meeting, these Regulations will be binding on all shareholders.

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



HOANG NGOC HUNG