VIETNAM SEAPRODUCTS
JOINT STOCK CORPORATION

SOCIALIST REPUBLIC OF VIETNAM
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DRAFT

Da Lat City, April 26, 2025

WORKING AND VOTING REGULATION AT THE 2025 ANNUAL GENERAL SHAREHOLDERS' MEETING VIETNAM SEAPRODUCTS JOINT STOCK CORPORATION

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CHAPTER I
GENERAL PROVISIONS

Article 1. Scope of Application

This Working and Voting Regulation shall be applied to the organization of the 2025 Annual General Meeting of Shareholders (AGM) of Vietnam Seaproducts Joint Stock Corporation (Seaprodex).

Article 2. This Regulation specifically stipulates the rights and obligations of the parties participating in the AGM, as well as the conditions and procedures for conducting the AGM.

Article 3. Shareholders and other participants of the AGM are responsible for complying with the provisions of this Regulation.

CHAPTER II
RIGHTS AND OBLIGATIONS OF PARTICIPANTS IN THE AGM

Article 4. Shareholders Attending the AGM

1. Conditions for Attending the AGM

All shareholders holding shares of Seaprodex as per the finalized list dated March 25, 2025, provided by the Vietnam Securities Depository and Clearing Corporation (VSDC), or their duly authorized representatives, are eligible to attend the AGM.

2. Rights and Obligations of Eligible Shareholders Attending the AGM

2.1. Shareholders or their authorized representatives attending the AGM must bring the following documents:

- Meeting Invitation Notice;
- Identity Card, Citizen ID, or Passport;
- Power of Attorney (in case of authorized attendance at the AGM).

2.2. Registration for Attending the AGM: Shareholders or their authorized representatives must present the documents specified in Section 2.1 to the Shareholder Eligibility Verification Committee and receive the AGM materials, including: one pink voting card, one white voting ballot, one blue election ballot, and one yellow election ballot, in which:

- **Pink Voting Card:** Includes the following details: Shareholder's name, Voting code, Number of voting shares (owned and/or authorized);

- **White Voting Ballot:** Includes the following details: Shareholder's name, Number of voting shares (owned and/or authorized), and the matters to be voted on by marking the corresponding box (Agree, Disagree, or No Opinion);

- **Blue Election Ballot:** Used for electing members of the Board of Directors;

- **Yellow Election Ballot:** Used for electing members of the Supervisory Board.

2.3. Shareholders may authorize, in writing, a representative to attend and vote at the AGM on their behalf in accordance with legal regulations. An authorized representative attending the AGM may further delegate their authority to another person in compliance with the applicable laws. The sub-authorized representative of a Seaprodex shareholder must present the original copies of two authorization documents: (i) the Power of Attorney from the shareholder to the initial authorized representative and (ii) the Power of Attorney from the initial authorized representative to the sub-authorized representative. Any case in which the required authorization documents are not fully presented shall be considered invalid, and the individual will not have the right to attend or vote at the 2025 Annual General Meeting of Shareholders of Seaprodex.

2.4. Shareholders or authorized representatives attending the AGM who wish to speak must obtain approval from the Chairing Committee. Remarks should be concise, focused on key discussion points, and aligned with the approved meeting agenda. Issues that have already been addressed by previous speakers should not be repeated to avoid redundancy. Shareholders may also write their questions on inquiry forms and submit them to the Secretariat.

2.5. Participate in voting on matters within the authority of the AGM in accordance with the Law on Enterprises and the Charter of Organization and Operation of Seaprodex.

2.6. Shareholders and authorized representatives attending the AGM shall discuss and vote on the matters after hearing the reports on the issues to be approved.

2.7. During the AGM, shareholders must follow the instructions of the Chairing Committee, behave in a respectful and courteous manner, and refrain from causing any disruptions.

2.8. Shareholders or authorized representatives arriving after the AGM has commenced may attend and participate in voting on the remaining matters in the approved agenda after completing the registration procedures. The Chairing Committee is not responsible for pausing the AGM to accommodate latecomers, and the validity of voting sessions conducted before their arrival remains unaffected.

Article 5. Chairing Committee and AGM Chairperson

1. The Chairing Committee is elected by the AGM; the Head of the Chairing Committee presides over the AGM as the Chairperson.

2. Rights and Obligations of the Chairing Committee:

- Direct the activities of the AGM according to the agenda approved by the AGM. Carry out necessary tasks to ensure the meeting proceeds in an orderly manner and meets the expectations of the majority of attending shareholders.

- Guide the delegates and the AGM in discussions.

- Present draft resolutions on necessary matters for the AGM to vote on.

- Respond to issues requested by the AGM or designate someone to respond.

Article 6. Shareholder Eligibility Verification Committee

The Shareholder Eligibility Verification Committee is assigned by the Chairman of the Board of Directors of Seaprodex. This committee is responsible for verifying the eligibility of shareholders or their authorized representatives attending the AGM, ensuring compliance with legal regulations, and cross-checking with the finalized list of shareholders entitled to attend as of March 25, 2025. The committee also distributes AGM materials, voting cards/ballots, and election ballots. Additionally, it reports to the AGM and is accountable for the verification results before the AGM officially commences.

Article 7. AGM Secretariat

1. The Chairing Committee nominates the AGM Secretariat, which is then selected and approved by the AGM through voting.

2. The AGM Secretariat carries out tasks assigned by the Chairperson, including:

- Accurately and comprehensively record the proceedings of the AGM;

- Assist the Chairing Committee in announcing the draft Minutes and Resolutions of the AGM, as well as any announcements from the Chairing Committee to shareholders upon request;

- Receive shareholders' inquiry forms.

Article 8. Vote Counting Committee

1. The Vote Counting Committee is nominated by the Chairing Committee and approved by the AGM through voting.

2. The Vote Counting Committee is responsible for:

- Guiding and supervising the voting process of shareholders or their authorized representatives attending the AGM;

- Summarizing the voting shares for each matter and announcing the results to the Chairperson and the AGM Secretariat;

- Collecting ballots, counting votes, preparing the vote counting minutes, and reporting the results to the AGM.

CHAPTER III
CONDUCTING THE AGM

Article 9. Conditions for Conducting the AGM

The AGM shall be conducted when the attending shareholders and authorized representatives represent at least 51% of the total voting shares, as per the finalized shareholder list dated March 25, 2025.

Article 10. Speaking and Voting on Matters at the AGM

1. Shareholders or their authorized representatives who have completed the registration procedures for attending the AGM have the right to speak and vote at the meeting. Shareholders wishing to express their opinions during discussions must register by raising their hand or displaying their voting code and must obtain approval from the Chairing Committee.

2. Shareholders must keep their remarks concise and focused on key discussion points relevant to the approved meeting agenda. The Chairing Committee will arrange the speaking order based on registration and address shareholders' questions accordingly.

3. Upon registering for the AGM, each shareholder or authorized representative will receive a Voting Card, a Voting Ballot, and Election Ballots. These documents will include the attendance code, shareholder's name, and the number of voting shares they hold.

3.1. Voting Card:

+ The Voting Card is used to approve matters at the AGM, including Reports and Proposals, as directed by the Chairperson.

+ Shareholders vote by raising their Voting Card as directed by the Chairing Committee to express their opinion: Agree, Disagree, or No Opinion.

+ If a shareholder who has received a Voting Card does not raise it for any of the three voting options (Agree, Disagree, or No Opinion) when prompted by the Chairperson, their vote will be considered as Agree.

3.2. Voting Ballot:

- The Voting Ballot is used to approve matters at the AGM, including Reports and Proposals.

- Shareholders vote on the key AGM matters by placing an (X) in the box corresponding to their choice: Agree, or Disagree, or No Opinion for each item on the Voting Ballot.

- A valid Voting Ballot must meet the following conditions:

+ The Voting Ballot must be issued by Seaprodex, bear Seaprodex's official stamp on each ballot, and be signed by the shareholder;

+ The Voting Ballot must clearly reflect the shareholder's opinion and must not contain any additional content, information, or symbols unless requested by the Chairperson;

+ The Voting Ballot must remain intact, without erasures, alterations, tears, or illegible markings.

A Voting Ballot that does not meet the above conditions will be considered invalid and will not be counted toward the voting rights corresponding to the number of shares stated on the ballot.

- If a Voting Ballot does not have any marked opinion or has more than one mark for a voting item, the vote for that item will be considered invalid. Each voting item on the Voting Ballot is voted on independently, so the invalidity of one item will not affect the validity of the others.

- A Voting Ballot issued to a shareholder upon registration is considered a distributed ballot. If a shareholder fails to submit their Voting Ballot when the Vote Counting Committee conducts the ballot counting process, the ballot will be considered as No Opinion.

- If a shareholder mistakenly marks their vote or if the Voting Ballot is no longer intact, they may contact the Organizing Committee to request a new ballot, provided that the old ballot is returned.

- If a shareholder has registered for the AGM but is unable to stay until the end of the meeting, they must submit their completed Voting Ballot to the Organizing Committee before leaving. If the shareholder fails to do so, the Vote Counting Committee will consider them as having No Opinion on the voting matters.

- The voting period starts when the Chairperson or the Head of the Vote Counting Committee announces the commencement of voting and lasts until no more shareholders or authorized representatives present at the AGM cast their votes into the ballot box.

3.3. Election Ballot:

- The Election Ballot is used to elect Members of the Board of Directors and the Supervisory Board of Seaprodex for the term 2025 - 2029.

The election of Members of the Board of Directors and Members of the Supervisory Board of Seaprodex for the 2025 – 2029 term will be conducted using the cumulative voting method, as specified in the Regulations on nomination and self-nomination, and election of the Board of Directors and the Supervisory Board members for the 2025 - 2029 term.

4. The Vote Counting Committee is responsible for preparing the Minutes of the vote tally, including the number of votes for "Agree," "Disagree," and "No Opinion" on each voting matter; as well as the number of votes for each candidate standing for election to the Board of Directors and the Supervisory Board of Seaprodex for the 2025 – 2029 term. The Chairperson will announce the voting results for each matter of the AGM and the election results for each candidate after the voting process is completed.

Article 11. Adoption of the AGM Resolution

1. A resolution of the AGM is considered adopted when at least 51% of the total voting shares represented by shareholders and their proxies present and voting at the meeting are in favor.

Article 12. Minutes and Resolutions of the AGM

1. The minutes and resolutions of the AGM must be completed and approved before the meeting is adjourned.

2. The minutes and resolutions of the AGM must be kept by the AGM Secretariat at Seaprodex.

3. The matters approved by the AGM will be reflected in the AGM resolution.

CHAPTER IV
IMPLEMENTATION PROVISIONS

Article 13. Effectiveness

1. This Working and Voting Regulation shall be read before the Annual General Meeting and subject to a vote by the shareholders. If it is approved by at least 51% of the total votes of all shareholders and shareholder representatives attending and voting at the meeting, it will come into force and be binding on all shareholders.

2. Shareholders and members of the Organizing Committee of the Seaprodex Annual General Meeting are responsible for its implementation./.

ORGANIZING COMMITTEE