



No.	Time	Contents	Person in charge
		+ Mr. Nguyen Thanh Nhan – IC&RM Department Member Invite 01 shareholder to participate in the Meeting Supervisory Committee – <b>The Vote Counting Committee:</b> + Ms. Le Thi Hong Nhung – Finance Director Head + Ms. Phan Vu Anh Ngoc – Deputy Head of HR Department Member + Mr. Ta Quang Loc – Finance Department Member => <b>Consulting the Meeting – show of votes</b>	
		<b>II. MEETING CONTENTS</b>	<b>Presenter at the Meeting</b>
6	9:00 – 10:05	1. Report of the Board of Directors Part 1: Report on the Company's performance in 2021 Part 2: Performance and remuneration of the BOD in 2021 Part 3: Production and business plan for 2022	BOD member
		2. Report on the performance of Independent Board Members in the Audit Committee (Report of the Audit Committee in 2021)	Chairman of Audit Committee
		3. Statement No.002/2022/TTr.ĐHĐCĐ on the selection of an independent auditor for financial statements FY 2022	Chairman of Audit Committee
		4. Audited consolidated financial statements FY 2021	Chief Accountant
		5. Statement No.001/2022/TTr.ĐHĐCĐ on the profit distribution 2021 and the profit distribution plan 2022	BOD member
		6. Statement No.003/2022/TTr.ĐHĐCĐ on the purchase of the Directors & Officers Liability Insurance (D&O)	BOD member
7	10:05 – 10:30	Discussion + Q&A Section	
		<b>III. VOTING</b>	
8	10:30 – 10:40	Announcement of % shareholders before voting	Shareholder Eligibility Verification Committee
		Voting on contents from the agenda	Vote Counting Committee
9	10:40 – 11:10	<b>Break + Vote counting</b>	
10	11:10 – 11:30	Announcement of the voting result on the contents approved at the Meeting	Vote Counting Committee
		Approval of the Meeting minutes	Meeting Secretariat Committee
		Approval of the Meeting resolution	BOD member
11	11:30	<b>IV. CLOSING</b>	