



ELECTION REGULATIONS FOR MEMBER OF THE BOARD OF DIRECTORS AT THE EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS FOR THE FISCAL YEAR 2024 – 2025

Pursuant to:

- Law on Enterprise No. 59/2020/QH14 dated June 17th, 2020 (“**Enterprise Law**”);
- Law on Securities No. 54/2019/QH14 dated November 26th, 2019 and guiding documents (“**Securities Law**”);
- Current Charter of Thanh Thanh Cong – Bien Hoa Joint Stock Company (“**Charter**”);
- The Working Regulations of the Extraordinary General Meeting of Shareholders for the fiscal year 2024 – 2025 (“**Working Regulations**”),

This Election Regulations for member of the Board of Directors (“**BOD**”) at the Extraordinary General Meeting of Shareholders (“**EGM**”) for the fiscal year 2024 – 2025 for Thanh Thanh Cong – Bien Hoa JSC (“**Election Regulations**”) includes the following articles:

Article 1. Governing scope

The Election Regulations include provisions on the election of member of the BOD for Thanh Thanh Cong - Bien Hoa Joint Stock Company at the Extraordinary General Meeting of Shareholder for the fiscal year 2024 – 2025.

Terms and abbreviation which are not otherwise defined, interpreted in this Election Regulations shall be referred respectively in the Working Regulations.

Article 2. Subjects entitled to vote

Participant as prescribed in Article 2.5 of the Working Regulations.

Article 3. Criteria for candidates to be elected as member of the BOD

- 3.1. Member of the BOD must meet the provisions of Clause 1, Article 155 of the Enterprise Law.
- 3.2. Member of the BOD must meet the standards and conditions according to the Charter, Internal regulations on Corporate Governance, Operating regulations of the BOD, other internal regulations and rules of the Company, legal regulations and related implementing guidelines.

Article 4. Quantity of members of the BOD to be elected: 01 (one) Member of the BOD

Article 5. General principles of election

- 5.1. Principle of election: the election shall be conducted via confidential voting.
- 5.2. Method of election: cumulative voting.
- 5.3. Each Shareholder has a total number of votes corresponding to the total number of voting shares (including shares owned by the Shareholder and authorized shares) multiplied by the number of elected members of the Board of Directors. Specifically, according to the following formula:

Total votes	=	Total number of voting shares	x	Number of elected BOD members
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Shareholders can cast all or part of their total votes for one or several candidates they want to elect.



For example: A shareholder has 100 voting shares. The number of members of the BOD to be elected is 02 people, the number of candidates for the BOD is 05 people. The number of votes for the content of the election of BOD members of the shareholder is 200 votes ($100 \times 02 = 200$ votes). A shareholder can cast all 200 votes for one candidate or several candidates he wants to elect.

Article 6. Election voting paper and electing

- 6.1. The form of the election voting paper: stated on the election voting paper.
- 6.2. List of candidates for the election of member of the BOD must include full names of candidates which would be arranged in an alphabetical order. List of candidates for the election of member of the BOD will be stated on the election voting paper.
- 6.3. Election voting paper and how to fill in the election voting paper:

- a) Form of election voting paper:

- Election voting papers are uniformly printed and distributed to shareholders/authorized representatives by the Organizing Committee at the General Meeting.
- Each election voting paper has the Company's stamp and/or a symbol as determined by the Organizing Committee.
- The election voting paper is signed by the Shareholder/authorized representative.

- b) Contents of election voting paper:

Each election voting paper shows the following content:

- Full name of Shareholder/authorized representative
- Shareholder code
- Total number of voting shares; Total number of votes
- Number of members of the BOD to be elected
- List of candidates for the BOD to be elected

- c) Receiving election voting paper and how to fill in election voting paper:

- Receiving election voting paper: when the Shareholder/authorized representative comes to complete the procedures to attend the General Meeting, the Shareholder/authorized representative registers to attend the meeting with the Organizing Committee and receives the election voting paper at the registration desk.
- Shareholders/authorized representatives must perform the following steps themselves:
 - + Determine the total number of votes they have as prescribed in Article 5.3 of this Election Regulations.
 - + Fill in the number of votes they decide to vote for each candidate in the blank box of that candidate on the election voting paper.
- In case the voter is an authorized representative (with a valid and legal authorization paper according to the Working Regulations of the General Meeting), the authorized person has the full number of votes corresponding to the number of voting shares owned by the authorized person.
- In case a shareholder enters an incorrect voting number and makes corrections by striking out or erasing, the shareholder/authorized representative must sign to confirm the amendment on the election voting paper or request the Vote Counting Committee to issue a new election voting paper.

- After completing the required information, signing, and providing their full name on the election voting paper, the shareholder shall place the completed election voting paper into the box labeled "Election voting paper Box."
- d) Invalid election voting papers:
 - Not an election voting paper according to the form issued by the Organizing Committee, not stamped with the Company's stamp and/or a symbol designated by the Organizing Committee.
 - The election voting paper is not signed and filled in by the Shareholder or authorized representative as prescribed above.
 - Election voting papers that are not intact, have been erased, altered, or include additional names or content outside the permitted sections.
 - Election voting papers submitted to the Vote Counting Committee after the voting process has concluded and the election voting paper box has been sealed.
 - Election voting papers where the total number of votes allocated to candidates exceeds the total number of votes assigned to the shareholder/authorized representative.
 - Election voting papers where the total number of votes cannot be determined in accordance with the provisions of Article 5.3 of the Election Rules.
 - Election voting papers with information on the number of elected BOD member not in accordance with the instructions provided by the Organizing Committee/Presiding Committee.
 - Election voting papers with incorrect voting numbers that have been corrected by crossing out/erasing, but without the shareholder's signature confirming the adjustment.
- e) If shareholders/authorized representatives attending the General Meeting who do not submit an election voting paper or mistakenly place a voting paper into the Election voting paper box shall be considered as not participating in the election process.

Article 7. Vote counting

- 7.1. The Vote Counting Committee checks the election voting paper box at the place where the General Meeting is held;
- 7.2. Voting begins upon the announcement of the Chairperson at the General Meeting after the election voting paper box inspection is completed and ends when the last representative puts the election voting paper into the election voting paper box;
- 7.3. The election voting paper counting must be conducted immediately after the voting ends;
- 7.4. The election voting paper counting results are recorded in writing, announced by the Head of the Vote Counting Committee at the General Meeting.

Article 8. Principles of determining the elected members of the BOD

- 8.1. The elected members of the BOD are determined by the number of votes from high to low, starting from the candidate with the highest number of votes until the number of members intended to be elected is sufficient.
- 8.2. In case there are two (02) or more candidates with the same number of votes for the position of the BOD to be elected, the candidate with the older age will be determined as the elected member of the BOD.
- 8.3. In case there are not enough members of the BOD to be elected, the General Meeting will re-elect until the number is sufficient.

Article 9. Making and publishing the result of the vote counting



- 9.1. After counting the votes, the Vote Counting Committee must prepare vote counting minutes.
- 9.2. The vote counting minutes include the following basic contents: total number of Shareholders/authorized representatives attending the meeting, total number of Shareholders/authorized representatives participating in the vote; total number of voting shares of Shareholders attending the meeting and participating in the vote; number and percentage of valid and invalid votes; number of votes for each candidate.
- 9.3. The announcement of the election voting paper counting results is carried out in accordance with the provisions of Articles 15 and 16 of the Working Regulations of the General Meeting.

Article 10: Effectiveness

- 10.1. This Election Regulations shall be read publicly at the General Meeting and shareholders/authorized representatives shall vote before the election.
- 10.2. Regulations relating to the election of members of the Board of Directors that are not specified in detail in these election rules shall be applied in accordance with the provisions of law, the Charter and the internal regulations of the Company.

Tay Ninh, date.....2024

**OBO. GENERAL MEETING SHAREHOLDERS
CHAIRPERSON**

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