

No.: 15 /TB-HDQT-VHF

Hanoi, day 20 month 3.. year 2026

NOTICE

Re: Nomination and Candidacy for the election of members of the Board of Directors and the Supervisory Board for the 2026-2031 term of Vinh Ha Food Processing and Construction Joint Stock Company

To: VALUED SHAREHOLDERS – VINH HA FOOD PROCESSING AND CONSTRUCTION JOINT STOCK COMPANY

- Pursuant to the Law on Enterprises No. 59/2020/QH14 adopted by the 14th National Assembly of the Socialist Republic of Vietnam on June 17, 2020;
- Pursuant to the Law on Securities No. 54/2019/QH14 adopted by the 14th National Assembly of the Socialist Republic of Vietnam on November 26, 2019;
- Pursuant to Decree No. 155/2020/ND-CP dated December 31, 2020, of the Government detailing the implementation of a number of articles of the Law on Securities;
- Pursuant to the Charter of Organization and Operation of Vinh Ha Food Processing and Construction Joint Stock Company.

The current Board of Directors and Supervisory Board of Vinh Ha Food Processing and Construction Joint Stock Company will conclude their 2021-2026 term at the 2026 Annual General Meeting of Shareholders. To ensure that the Company's organizational structure and operations comply with the provisions of law and the Charter of Vinh Ha Food Processing and Construction Joint Stock Company, the 2026 Annual General Meeting of Shareholders will elect members of the Board of Directors and the Supervisory Board for the 2026-2031 term.

In order to carry out the preparatory steps for the election, Vinh Ha Food Processing and Construction Joint Stock Company would like to notify all shareholders regarding the candidacy and nomination for the election of members of the Board of Directors and the Supervisory Board for the 2026-2031 term as follows:

I. Standards and conditions for nomination and candidacy for members of the Board of Directors:

1. Structure and term of the Board of Directors

- Structure of the Board of Directors: 05 (five) members.
- Term of the Board of Directors: 2026-2031
- Members of the Board of Directors may be re-elected for an unlimited number of terms



2. Pursuant to the provisions of Clause 1, Article 155 of the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020 (the Law on Enterprises) and its guiding documents, a member of the Board of Directors must meet the following standards and conditions:
 - *Not being among the subjects who do not have the right to establish and manage enterprises in Vietnam as prescribed by the Law on Enterprises of Vietnam.*
 - *Having professional qualifications and experience in business administration or in the fields and business lines of the Company, and not necessarily being a shareholder of the Company.*
 - *A member of the Board of Directors of a public company may simultaneously be a member of the Board of Directors of a maximum of 05 other companies.*
3. According to the provisions of Clause 2, Article 26 of the Charter of Organization and Operation of Vinh Ha Food Processing and Construction Joint Stock Company and Clause 5, Article 115 of the Law on Enterprises, the conditions for nomination and candidacy for members of the Board of Directors are as follows:
 - *A shareholder or a group of shareholders holding from 10% to less than 20% of the total shares is entitled to nominate a maximum of one (01) candidate; from 20% to less than 30% may nominate a maximum of two (02) candidates; from 30% to less than 40% may nominate a maximum of three (03) candidates; from 40% to less than 50% may nominate a maximum of four (04) candidates; from 50% to less than 60% may nominate a maximum of five (05) candidates; from 60% to less than 70% may nominate a maximum of six (06) candidates; from 70% to less than 80% may nominate a maximum of seven (07) candidates; and from 80% to less than 90% may nominate a maximum of eight (08) candidates.*
 - *In the event that the number of candidates for the Board of Directors through nomination and candidacy is still insufficient as required by Clause 5, Article 115 of the Law on Enterprises, the current Board of Directors shall introduce additional candidates or organize the nomination in accordance with the Company's Charter, Internal Regulations on Corporate Governance, and the Operational Regulations of the Board of Directors. The introduction of additional candidates by the current Board of Directors must be clearly announced before the General Meeting of Shareholders votes to elect members of the Board of Directors in accordance with the provisions of law.*

II. Standards and conditions for nomination and candidacy for members of the Supervisory Board:

1. Structure and term of the Supervisory Board:
 - Structure of the Supervisory Board: 03 (three) members
 - Term of the Supervisory Board: 2026-2031
 - Members of the Supervisory Board may be re-elected for an unlimited number of terms.
2. Pursuant to the provisions of Article 169 of the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020 (the Law on Enterprises), Article 286 of Decree No. 155/2020/ND-CP dated December 31, 2020, and other guiding documents, a member of the Supervisory Board must meet the following standards and conditions:

- *Not being among the subjects who are not allowed to establish and manage enterprises in Vietnam as prescribed by the Law on Enterprises;*
 - *Being trained in one of the following majors: economics, finance, accounting, auditing, law, business administration, or a major suitable for the business activities of the enterprise;*
 - *Not being a family member of a member of the Board of Directors, Director or General Director, or other managers;*
 - *Not being a manager of the Company; and not necessarily being a shareholder or an employee of the Company;*
 - *Not being a family member of a manager of the Company or its Parent Company; or a representative of the enterprise's capital contribution in the Parent Company and in the Company.*
 - *Not working in the accounting or finance department of the Company.*
 - *Not being a member or an employee of the independent auditing firm that has performed audits of the Company's financial statements for the three (03) consecutive years prior to the time of appointment.*
3. According to the provisions of Clause 4, Article 39 of the Charter of Organization and Operation of Vinh Ha Food Processing and Construction Joint Stock Company and Clause 5, Article 115 of the Law on Enterprises, the conditions for nomination and candidacy for members of the Supervisory Board are as follows:
- *A shareholder or a group of shareholders holding from 10% to less than 20% of the total shares is entitled to nominate a maximum of one (01) candidate; from 20% to less than 30% may nominate a maximum of two (02) candidates; from 30% to less than 40% may nominate a maximum of three (03) candidates; from 40% to less than 50% may nominate a maximum of four (04) candidates; from 50% to less than 60% may nominate a maximum of five (05) candidates; from 60% to less than 70% may nominate a maximum of six (06) candidates; from 70% to less than 80% may nominate a maximum of seven (07) candidates; and from 80% to less than 90% may nominate a maximum of eight (08) candidates.*
 - *In the event that the number of candidates for the Supervisory Board through nomination and candidacy is still insufficient, the current Supervisory Board shall introduce additional candidates or organize the nomination in accordance with the Company's Charter, Internal Regulations on Corporate Governance, and the Operational Regulations of the Supervisory Board. The introduction of additional candidates by the current Supervisory Board must be clearly announced before the General Meeting of Shareholders votes to elect members of the Supervisory Board in accordance with the provisions of law.*

III. Instructions for submitting Nomination/Candidacy Dossiers:

The dossier for candidacy/nomination for members of the Board of Directors and the Supervisory Board of Vinh Ha Food Processing and Construction Joint Stock Company includes:



- Nomination/Candidacy Form for members of the Board of Directors and the Supervisory Board;
- Minutes of Shareholder Group Meeting (for nominations by a group of shareholders);
- Curriculum Vitae (using the provided template);
- Certified copies of professional diplomas and certificates.

Valued Shareholders, please note: Nominees and candidates for the Board of Directors and the Supervisory Board shall be held personally responsible before the law and the General Meeting of Shareholders of Vinh Ha Food Processing and Construction Joint Stock Company for the accuracy and truthfulness of their nomination and candidacy dossiers.

To facilitate the organization of the General Meeting, the Board of Directors respectfully requests eligible shareholders or groups of shareholders to submit their written nominations and candidacy for the Board of Directors and the Supervisory Board to Vinh Ha Food Processing and Construction Joint Stock Company **before 10:00 AM on April 12, 2026**, to complete the procedures in accordance with regulations. For further details, Valued Shareholders may access the website of Vinh Ha Food Processing and Construction Joint Stock Company at <http://www.vinhha.com.vn/>.

or please contact at the following address:

VINH HA FOOD PROCESSING AND CONSTRUCTION JOINT STOCK COMPANY

Address: No. 9a Vinh Tuy, Vinh Tuy Ward, Hanoi City.

Telephone: 024.39871673/ 024.39871309

Website: <http://www.vinhha.com.vn/>

Respectfully announced./.

Recipients:

- As above.

- Archives.

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



Le Van Thanh

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NOMINATION FORM

FOR CANDIDATE TO THE SUPERVISORY BOARD
VINH HA FOOD PROCESSING AND CONSTRUCTION JOINT STOCK COMPANY

To: Organizing Committee of the 2026 Annual General Meeting of Shareholders
Vinh Ha Food Processing and Construction Joint Stock Company

Full name (organization/individual):

ID Card No./Passport No.: ... Date of issue:/...../

Place of issue:.....

Address:

Currently holding/representing: shares (*In words:*),
representing % of the total voting shares of the Company.

Equivalent to total par value (VND):

After reviewing the regulations on shareholders' rights and the criteria and conditions for becoming a member of the Supervisory Board as stipulated in the Charter of Vinh Ha Food Processing and Construction Joint Stock Company and the Law on Enterprises 2020, I/we confirm that I/we meet all conditions to nominate a candidate for the position of member of the Supervisory Board of Vinh Ha Food Processing and Construction Joint Stock Company.

I/We respectfully request the Organizing Committee of the 2026 Annual General Meeting of Shareholders of Vinh Ha Food Processing and Construction Joint Stock Company to allow me/us to nominate a candidate for the position of member of the Supervisory Board of the Company. Details are as follows:

Mr./Ms.:

ID Card No: Date of issue:...../...../.....

Place of issue:.....

Address:

Educational qualification: Major:.....

Currently holding/representing: shares (*In words:*),
representing % of the total voting shares of the Company.

Equivalent to total par value (VND):

I hereby enclose the Curriculum Vitae of the nominee with this application.

Sincerely,

....., April 2026

SHAREHOLDER

(Signature and full name, seal if any)

Note: This form must be submitted to the Organizing Committee of the General Meeting before 10:00 AM on April 12, 2026, at the following address: Vinh Ha Food Processing and Construction Joint Stock Company, No. 9A Vinh Tuy, Vinh Tuy Ward, Hanoi City.



NOMINATION FORM

**FOR CANDIDATE TO THE BOARD OF DIRECTORS
VINH HA FOOD PROCESSING AND CONSTRUCTION JOINT STOCK COMPANY**

**To: Organizing Committee of the 2026 Annual General Meeting of Shareholders
Vinh Ha Food Processing and Construction Joint Stock Company**

Full name (organization/individual):

Business Registration No./ID Card No.: Date of issue:/...../.....

Place of issue:.....

Address:

Currently holding/representing: shares (*In words:*),
representing % of the total voting shares of the Company.

Equivalent to total par value (VND):

After reviewing the regulations on shareholders' rights and the criteria and conditions for members of the Board of Directors/Independent members of the Board of Directors as stipulated in the Charter of Vinh Ha Food Processing and Construction Joint Stock Company and the Law on Enterprises 2020, I/we confirm that I/we meet all conditions to nominate a candidate to the Board of Directors/Independent Board of Directors of the Company.

We respectfully request the Organizing Committee of the 2026 Annual General Meeting of Shareholders of Vinh Ha Food Processing and Construction Joint Stock Company to accept our nomination of the following candidate for the position of member of the Board of Directors/Independent member of the Board of Directors:

Mr./Ms.:

ID Card No: Date of issue:/...../.....

Place of issue:.....

Address:

Educational qualification: Major:.....

Currently holding/representing: shares (*In words:*),
representing % of the total voting shares of the Company.

Equivalent to total par value (VND):

Position nominated for:

1/ Member of the Board of Directors ☐

2/ Independent Member of the Board of Directors ☐

We hereby enclose the Curriculum Vitae of the nominated candidate with this form.

Sincerely yours,

....., April 2026

SHAREHOLDER

(Signature and full name, seal if any)

Note: This form must be submitted to the Organizing Committee of the General Meeting before 10:00 AM on April 12, 2026, at the following address: Vinh Ha Food Processing and Construction Joint Stock Company, No. 9A Vinh Tuy, Vinh Tuy Ward, Hanoi City.

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CANDIDATE APPLICATION FORM

TO THE BOARD OF DIRECTORS

Vinh Ha Food Processing and Construction Joint Stock Company

To : Organizing Committee of the 2026 Annual General Meeting of Shareholders

Vinh Ha Food Processing and Construction Joint Stock Company

Full name (organization/individual):

Business Registration No./ID Card No.: Date of issue:/...../.....

Place of issue:

Address:

Currently holding/representing: shares (*In words:*),
representing % of the total voting shares of the Company.

Position applied for:

1/ Member of the Board of Directors ☐

2/ Independent Member of the Board of Directors ☐

After reviewing the regulations on shareholders' rights and the criteria and conditions for becoming a Member of the Board of Directors/Independent Member of the Board of Directors as stipulated in the Charter of Vinh Ha Food Processing and Construction Joint Stock Company and the Law on Enterprises 2020, I confirm that I fully meet the requirements to stand for election as a Member of the Board of Directors/Independent Member of the Board of Directors of Vinh Ha Food Processing and Construction Joint Stock Company.

I respectfully request the Organizing Committee of the 2026 Annual General Meeting of Shareholders of Vinh Ha Food Processing and Construction Joint Stock Company to allow me to stand for election as a Member of the Board of Directors/Independent Member of the Board of Directors of the Company.

If entrusted and elected by the 2026 Annual General Meeting of Shareholders as a Member of the Board of Directors/Independent Member of the Board of Directors, I commit to dedicating my full capacity and efforts to contribute to the development of the Company.

I hereby enclose the Curriculum Vitae of the candidate with this application.

Sincerely,

....., April 2026

SHAREHOLDER

(Signature and full name, seal if any)

Note: This form must be submitted to the Organizing Committee of the General Meeting before 10:00 AM on April 12, 2026, at the following address: Vinh Ha Food Processing and Construction Joint Stock Company, No. 9A Vinh Tuy, Vinh Tuy Ward, Hanoi City.

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CANDIDATE APPLICATION FORM

TO THE SUPERVISORY BOARD

Vinh Ha Food Processing and Construction Joint Stock Company

To: Organizing Committee of the 2026 Annual General Meeting of Shareholders

Vinh Ha Food Processing and Construction Joint Stock Company

Full name (organization/individual):

Business Registration No./ID Card No.: Date of issue:/...../

Place of issue:

Address:

Currently holding/representing: shares (*In words:*),
representing % of the total voting shares of the Company.

After reviewing the regulations on shareholders' rights and the criteria and conditions for becoming a member of the Supervisory Board as stipulated in the Charter of Vinh Ha Food Processing and Construction Joint Stock Company and the Law on Enterprises 2020, I confirm that I fully meet the requirements to stand for election as a member of the Supervisory Board of Vinh Ha Construction and Food Processing Joint Stock Company.

I respectfully request the Organizing Committee of the 2026 Annual General Meeting of Shareholders of Vinh Ha Food Processing and Construction Joint Stock Company to allow me to stand for election as a member of the Supervisory Board of the Company.

If entrusted and elected by the 2026 Annual General Meeting of Shareholders as a member of the Supervisory Board, I commit to dedicating my full capacity and efforts to contribute to the development of the Company.

I hereby enclose the Curriculum Vitae of the candidate with this application.

Sincerely,

....., April 2026

SHAREHOLDER

(Signature and full name, seal if any)

Note: This form must be submitted to the Organizing Committee of the General Meeting before 10:00 AM on April 12, 2026, at the following address: Vinh Ha Food Processing and Construction Joint Stock Company, No. 9A Vinh Tuy, Vinh Tuy Ward, Hanoi City.

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**MINUTES OF SHAREHOLDERS' GROUP MEETING
REGARDING NOMINATION OF A CANDIDATE TO THE BOARD OF
DIRECTORS
VINH HA FOOD PROCESSING AND CONSTRUCTION JOINT STOCK
COMPANY**

Today, on/....../2026, at ... hours ... minutes, at,
we, being a group of shareholders of Vinh Ha Food Processing and Construction Joint
Stock Company, collectively holding shares, representing% of the
total voting shares of the Company, and whose names are listed below:

No.	Full name	ID Card No.	Address	Number of shares held	Ownership percentage (%)	Signature
TOTAL						

We unanimously agree to nominate:

Mr./Ms.:

ID Card/Passport No.: Date of issue:

Place of issue::

Permanent residence:

Current residence:

Professional qualifications:

Currently holding: shares of Vinh Ha Food Processing and Construction
Joint Stock Company (*In words:*), representing % of the total
voting shares of the Company.

Equivalent to total par value (VND):

Position nominated for:

1/ Member of the Board of Directors ☐

2/ Independent Member of the Board of Directors ☐

At the same time, we unanimously appoint:

Mr./Ms.:

ID Card/Passport No.: Date of issue:

Place of issue::

Permanent residence:

Current residence:

Currently holding: shares of Vinh Ha Food Processing and Construction Joint Stock Company (In words:), representing % of the total voting shares of the Company.

Equivalent to total par value (VND):

As the representative of our shareholder group to carry out nomination procedures in accordance with the Regulations on nomination and candidacy for the Board of Directors/Independent Members of the Board of Directors of Vinh Ha Food Processing and Construction Joint Stock Compan.

These minutes were completed at ... hours ... minutes on the same day and made in 02 (two) identical copies, which have been unanimously approved by all shareholders listed above.

....., April 2026

**REPRESENTATIVE OF THE
SHAREHOLDERS' GROUP**

(Signature and full name)

Note: This form must be submitted to the Organizing Committee of the General Meeting before 10:00 AM on April 18, 2026, at the following address: Vinh Ha Food Processing and Construction Joint Stock Company, No. 9A Vinh Tuy, Vinh Tuy Ward, Hanoi City.