

No: 81/TTr – HĐQT

Quang Ninh, April, 20, 2026

PROPOSAL

Regarding the approval of the Working Regulations at the 2026 Annual General Meeting of Shareholders

To: The General Meeting of Shareholders of Cailan Port Investment Joint Stock Company

The Board of Directors of Cailan Port Investment Joint Stock Company respectfully submits to the General Meeting of Shareholders for approval the Working Regulations at the 2026 Annual General Meeting of Shareholders of Cailan Port Investment Joint Stock Company as follows:

I. VOTING ON MATTERS AT THE GENERAL MEETING

1. Principles:

- All matters required to be approved at the General Meeting in accordance with regulations must be approved by voting of shareholders.
- Each shareholder or authorized representative shall be issued one Voting Card, which includes: shareholder name, shareholder code, number of voting shares, and matters subject to voting at the General Meeting.

2. Voting method:

- For Voting Cards on matters at the meeting: shareholders or authorized representatives shall vote by marking the corresponding box indicating “approve”, “disapprove”, or “no opinion” for each matter stated in the Voting Card.
- After shareholders complete voting, the Vote Counting Committee shall collect the Voting Cards from shareholders or their representatives to record voting results.
- For matters in which the General Meeting authorizes the Board of Directors, members of the Board of Directors are not entitled to vote.

II. PARTICIPATION IN COMMENTS AT THE GENERAL MEETING

- Shareholders or authorized representatives attending the General Meeting who wish to provide opinions on the matters discussed shall write their comments in the Feedback Form provided by the Organizing Committee.
- Shareholder feedback forms shall be received and consolidated by the Organizing Committee and submitted to the Chairperson or a person authorized by the Chairperson for response.
- Shareholders or authorized representatives may also participate in direct discussions on voting matters at the meeting if permitted by the Chairperson.

III. ORGANIZING COMMITTEE

Responsibilities of the Organizing Committee:

- Distribute and collect Voting Cards and meeting documents for attending shareholders and authorized representatives.
- Manage and operate the meeting program until the Chairperson takes over and presides over the meeting.
- Verify and report the results of shareholder eligibility verification and voting results on matters approved at the General Meeting until the Vote Counting Committee is established.
- Receive and consolidate shareholder feedback forms and submit them to the Chairperson for response.

IV. CHAIRPERSON

1. The Chairperson of the General Meeting is the Chairman of the Board of Directors of the Company. The Chairperson may invite additional members to assist in managing the meeting.
2. Responsibilities of the Chairperson:
 - Preside over the General Meeting in accordance with the approved agenda and regulations.
 - Guide discussion and voting on matters included in the meeting agenda and related issues during the meeting.
 - Respond to questions raised by attending shareholders.
 - Resolve issues arising during the course of the meeting.

V. SECRETARIAT COMMITTEE

1. The list of the Secretariat Committee shall be approved by the General Meeting through raising voting cards.
2. Responsibilities of the Secretariat Committee:
 - Record all speeches, presentations, and opinions expressed at the General Meeting, and consolidate reports from the Chairperson.
 - Prepare the Minutes and Resolutions for matters approved at the General Meeting.

VI. VOTE COUNTING COMMITTEE

1. The list of the Vote Counting Committee shall be approved by the General Meeting through raising voting cards.
2. Responsibilities of the Vote Counting Committee:
Conduct counting of Voting Cards for matters at the General Meeting and report voting results to the General Meeting.

Respectfully thank the General Meeting.

Recipients:

- General Meeting of Shareholders;
- Archives: Board Secretariat, Office

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



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