

**CÔNG TY CỔ PHẦN TẬP ĐOÀN  
BIA SÀI GÒN BÌNH TÂY  
SAI GON BINH TAY BEER GROUP JSC**  
Địa chỉ trụ sở chính: 08 Nam Kỳ Khởi Nghĩa,  
phường Sài Gòn, Thành phố Hồ Chí Minh, Việt Nam  
Mã số doanh nghiệp: 0304116373

**CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM**  
**Độc lập – Tự do – Hạnh phúc**  
**SOCIALIST REPUBLIC OF VIETNAM**  
**Independence – Freedom – Happiness**

Số/No.: 08 /2026/QĐ-HĐQT

Thành phố Hồ Chí Minh, ngày 24 tháng 04 năm 2026  
Ho Chi Minh City, dated 24 April 2026

**QUYẾT ĐỊNH  
DECISION**

V/v Ban hành Quy chế hoạt động của Hội đồng quản trị - cập nhật  
*Re: Promulgating the Updated Regulation on the Operation of the Board of Directors*

**HỘI ĐỒNG QUẢN TRỊ  
CÔNG TY CỔ PHẦN TẬP ĐOÀN BIA SÀI GÒN BÌNH TÂY  
THE BOARD OF DIRECTORS  
OF SAI GON BINH TAY BEER GROUP JOINT STOCK COMPANY**

- Căn cứ Luật Doanh nghiệp số 59/2020/QH14 ngày 17/06/2020;  
*Pursuant to Enterprise Law No. 59/2020/QH14 dated 17 June 2020;*
- Căn cứ Nghị quyết Đại hội đồng cổ đông số 02/2026/ĐHĐCĐ được thông qua tại Đại hội đồng cổ đông thường niên năm 2026 ngày 20/04/2026.  
*Pursuant to the Resolution of the General Meeting of Shareholders No. 02/2026/ĐHĐCĐ approved in the Annual General Meeting of Shareholders dated 20 April 2026.*

**QUYẾT ĐỊNH  
DECIDES**

**Điều 1.** Ban hành kèm theo Quyết định này là " Quy chế hoạt động của Hội đồng quản trị", sửa đổi bổ sung theo Nghị quyết Đại hội đồng cổ đông thường niên năm 2026 ngày 20/04/2026. (đính kèm)  
*Article 1. Attached to this Decision is the "Regulation on the Operation of the Board of Directors", amended and supplemented in accordance with the Resolution of the Annual General Meeting of Shareholders 2026 dated 20 April 2026. (attached hereto)*

**Điều 2.** Quyết định này có hiệu lực kể từ ngày ký.  
Thành viên Hội đồng quản trị, Tổng Giám đốc SABIBECO, các đơn vị, phòng ban liên quan có trách nhiệm thi hành Quyết định này./.  
*Article 2. This Decision is effective from the date of issue.  
Members of Board of Directors, General Director of SABIBECO, the relevant units, departments shall be responsible for implementation of this Decision./.*

**TM. HỘI ĐỒNG QUẢN TRỊ  
CHỦ TỊCH  
ON BEHALF OF BOARD OF DIRECTORS  
CHAIRMAN**



**TAN TECK CHUAN LESTER**

**SOCIALIST REPUBLIC OF VIETNAM**

**Independence - Freedom - Happiness**

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# **OPERATION REGULATION OF THE BOARD OF DIRECTORS**

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**SAIGON BINH TAY BEER GROUP  
JOINT STOCK COMPANY**

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*Ho Chi Minh City, 20<sup>th</sup> April 2026*

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Pursuant to the Law on Securities dated 26 November 2019;

Pursuant to the Law on Enterprises dated 17 June 2020;

Pursuant to Decree No. 155/2020/ND-CP dated 31 December 2020 of the Government detailing the implementation of a number of articles of the Law on Securities;

Pursuant to Decree No. 245/2025/ND-CP dated 11 September 2025 of the Government amending and supplementing a number of articles of Decree No. 155/2020/ND-CP dated 31 December 2020 of the Government detailing the implementation of a number of articles of the Law on Securities;

Pursuant to Circular No. 116/2020/TT-BTC dated 31 December 2020 of the Minister of Finance providing guidance on corporate governance applicable to public companies under Decree No. 155/2020/ND-CP dated 31 December 2020 of the Government detailing the implementation of a number of articles of the Law on Securities;

Pursuant to the Charter of Sai Gon Binh Tay Beer Group Joint Stock Company;

Pursuant to the Minutes and Resolution of the General Meeting of Shareholders dated ..... 2026;

The Board of Directors hereby promulgates the Regulation on Operation of the Board of Directors of Saigon Binh Tay Beer Group Joint Stock Company.

The Regulation on Operation of the Board of Directors of Saigon Binh Tay Beer Group Joint Stock Company comprises the following contents:

## **CHAPTER 1. GENERAL PROVISIONS**

### **Article 1. Scope of regulation and subjects of application**

1. Scope of regulation: The Regulation on the Operation of the Board of Directors sets forth the organizational structure, operational principles, rights and obligations of the Board of Directors and its members, in accordance with the Law on Enterprises, the Company's Charter, and other relevant laws and regulations.

2. Subjects of application: This Regulation shall apply to the Board of Directors and all members of the Board of Directors.

### **Article 2. Principles of operation of the Board of Directors**

1. The Board of Directors shall operate on a collective basis. Members of the Board of Directors shall bear personal responsibility for their respective duties and shall be jointly responsible to the General Meeting of Shareholders and before the law for resolutions and decisions of the Board of Directors relating to the development of the Company.

2. The Board of Directors shall assign the Director (General Director) to organize the implementation of the resolutions and decisions of the Board of Directors.

## **CHAPTER 2. MEMBERS OF THE BOARD OF DIRECTORS**

### **Article 3. Rights and obligations of members of the Board of Directors**

1. Members of the Board of Directors shall be entitled to all rights in accordance with the Law on Securities, relevant laws, and the Company's Charter, including the right to be provided with information and documents on the financial status and business operations of the Company and its affiliated units.

2. Members of the Board of Directors shall have obligations as prescribed in the Company's Charter and the following obligations:

- a) To perform their duties honestly and prudently in the best interests of the shareholders and the Company;
- b) To fully attend meetings of the Board of Directors and provide opinions on matters discussed;
- c) To promptly and fully report to the Board of Directors any remuneration received from subsidiaries, affiliated companies, and other organizations;
- d) To report to the Board of Directors at the nearest meeting any transactions between the Company, its subsidiaries, or other companies in which the Company holds more than 50% of the charter capital, and such member of the Board of Directors and his/her related persons; and transactions between the Company and any company in which such member is a founding shareholder or has acted as a manager within the three (03) years preceding the transaction;
- đ) To disclose information when conducting transactions in the Company's shares in accordance with applicable laws..

3. Each independent member of the Board of Directors of a listed company shall prepare a report assessing the performance of the Board of Directors.

### **Article 4. The right to be provided with information of members of the Board of Directors**

1. Members of the Board of Directors shall have the right to request the Director (General Director), Deputy Director (Deputy General Director), and other managers of the Company to provide information and documents relating to the financial status and business operations of the Company and its affiliated units.

2. The requested managers shall provide such information and documents in a timely, complete, and accurate manner as requested by members of the Board of Directors. The order and procedures for requesting and providing information shall be prescribed in the Company's Charter.

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#### **Article 5. Term of office and number of members of the Board of Directors**

1. The Board of Directors shall comprise five (05) members. The specific number of members of the Board of Directors shall be stipulated in the Company's Charter.
2. The term of office of a member of the Board of Directors shall not exceed five (05) years and may be re-elected for an unlimited number of terms. An individual may only be elected as an independent member of the Board of Directors of a company for no more than two (02) consecutive terms.
3. In the event that all members of the Board of Directors simultaneously expire their terms, such members shall continue to serve as members of the Board of Directors until new members are elected and assume their duties, unless otherwise provided in the Company's Charter.
4. The Company's Charter shall specify in detail the number, rights, obligations, organization, and coordination mechanisms of independent members of the Board of Directors.

#### **Article 6. Criteria and conditions of members of the Board of Directors**

1. A member of the Board of Directors must satisfy the following criteria and conditions:
  - a) Not falling within the prohibited subjects specified in Clause 2, Article 17 of the Law on Enterprises;
  - b) Possessing professional qualifications and experience in business administration or in the business lines and sectors of the Company, and not necessarily being a shareholder of the Company, unless otherwise provided in the Company's Charter;
  - c) A member of the Board of Directors of the Company may concurrently serve as a member of the Board of Directors of another company;
  - d) Other criteria and conditions as stipulated in the Company's Charter.
2. An independent member of the Board of Directors, as prescribed in Point b, Clause 1, Article 137 of the Law on Enterprises, must satisfy the following criteria and conditions:
  - a) Not currently working for the Company, its parent company, or its subsidiaries; and not having worked for the Company, its parent company, or its subsidiaries for at least three (03) consecutive years immediately preceding the appointment;
  - b) Not receiving salary or remuneration from the Company, except for allowances to which members of the Board of Directors are entitled in accordance with regulations;
  - c) Not having a spouse, biological or adoptive parent, biological or adoptive child, or sibling who is a major shareholder of the Company or a manager of the Company or its subsidiaries;
  - d) Not directly or indirectly owning at least one percent (01%) of the total voting shares of the Company;

d) Not having served as a member of the Board of Directors or the Board of Supervisors of the Company for at least five (05) consecutive years immediately preceding, except where such person has been appointed for two (02) consecutive terms;

e) Other criteria and conditions as stipulated in the Company's Charter.

3. An independent member of the Board of Directors must notify the Board of Directors upon no longer satisfying the criteria and conditions specified in Clause 2 of this Article and shall automatically cease to be an independent member from the date such criteria and conditions are no longer met. The Board of Directors must report such case at the nearest General Meeting of Shareholders or convene a General Meeting of Shareholders to elect a replacement or additional independent member within six (06) months from the date of receiving such notification from the relevant independent member.

#### **Article 7. Chairman of the Board of Directors**

1. The Chairman of the Board of Directors shall be elected, dismissed, or removed by the Board of Directors from among its members.

2. The Chairman of the Board of Directors of the Company shall not concurrently hold the position of Director (General Director).

3. The Chairman of the Board of Directors shall have the following rights and obligations:

a) To formulate the programs and plans for the activities of the Board of Directors;

b) To prepare agendas, contents, and documents for meetings; to convene, preside over, and act as chairperson of meetings of the Board of Directors;

c) To organize the adoption of resolutions and decisions of the Board of Directors;

d) To supervise the implementation of resolutions and decisions of the Board of Directors;

đ) To chair meetings of the General Meeting of Shareholders;

e) To exercise other rights and perform other obligations as prescribed by the Law on Enterprises and the Company's Charter.

4. In the event that the Chairman of the Board of Directors resigns or is removed, the Board of Directors must elect a replacement within ten (10) days from the date of receipt of the resignation or removal decision. In case the Chairman is absent or unable to perform his/her duties, he/she must authorize in writing another member to exercise the rights and obligations of the Chairman in accordance with the principles set out in the Company's Charter. If no such authorization is made, or in case the Chairman dies, is declared missing, is held in custody, is serving an imprisonment sentence, is subject to compulsory administrative measures at a rehabilitation or educational institution, absconds from his/her place of residence, has limited or lost legal capacity, has difficulties in cognition or behavioral control, or is prohibited by a court from holding a



position, practicing a profession, or performing certain work, the remaining members shall elect one among them to act as Chairman based on the majority vote of the remaining members until a new decision of the Board of Directors is issued.

5. Where deemed necessary, the Board of Directors shall appoint a Company Secretary. The Company Secretary shall have the following rights and obligations:

- a) To assist in organizing the convening of meetings of the General Meeting of Shareholders and the Board of Directors; and to record meeting minutes;
- b) To assist members of the Board of Directors in exercising their assigned rights and obligations;
- c) To assist the Board of Directors in applying and implementing corporate governance principles;
- d) To assist the Company in building shareholder relations and protecting the lawful rights and interests of shareholders; ensuring compliance with obligations on information disclosure, transparency, and administrative procedures;
- d) To exercise other rights and perform other obligations as prescribed in the Company's Charter.

#### **Article 8. Dismissal, removal, replacement, and addition of members of the Board of Directors**

1. The General Meeting of Shareholders shall dismiss a member of the Board of Directors in the following cases:

- a) Failure to satisfy the criteria and conditions as prescribed in Article 155 of the Law on Enterprises;
- b) Submission of a resignation letter which is accepted;
- c) Other cases as prescribed in the Company's Charter..

2. The General Meeting of Shareholders shall remove a member of the Board of Directors in the following cases:

- a) Failure to participate in the activities of the Board of Directors for six (06) consecutive months, except in cases of force majeure;
- b) Other cases as prescribed in the Company's Charter.

3. Where deemed necessary, the General Meeting of Shareholders shall decide on the replacement of members of the Board of Directors, including dismissal or removal of members in cases other than those specified in Clauses 1 and 2 of this Article.

4. The Board of Directors must convene a General Meeting of Shareholders to elect additional members of the Board of Directors in the following cases:

- a) The number of members of the Board of Directors decreases by more than one-third (1/3) of the number prescribed in the Company's Charter. In such case, the Board of Directors must convene a General Meeting of Shareholders within sixty (60) days from the date the number of members decreases by more than one-third;
- b) The number of independent members of the Board of Directors falls below the minimum ratio as prescribed in Point b, Clause 1, Article 137 of the Law on Enterprises;
- c) Except for the cases specified in Points (a) and (b) of this Clause, the General Meeting of Shareholders shall elect new members to replace those who have been dismissed or removed at the nearest meeting.

#### **Article 9. Methods of election, dismissal, removal of Board members**

1. A shareholder or a group of shareholders holding ten percent (10%) or more of the total ordinary shares shall have the right to nominate candidates to the Board of Directors. Unless otherwise provided in the Company's Charter, the nomination of candidates to the Board of Directors shall be conducted as follows:

- a) Shareholders forming a group to nominate candidates to the Board of Directors must notify the General Meeting of Shareholders of such grouping prior to the opening of the meeting;
- b) Based on the number of members of the Board of Directors, a shareholder or group of shareholders specified in this Clause shall have the right to nominate one or more candidates as decided by the General Meeting of Shareholders. Where the number of candidates nominated by such shareholder or group of shareholders is less than the number they are entitled to nominate as decided by the General Meeting of Shareholders, the remaining candidates shall be nominated by the Board of Directors and other shareholders.

2. Where the number of candidates nominated and self-nominated remains insufficient as required under Clause 5, Article 115 of the Law on Enterprises, the incumbent Board of Directors shall nominate additional candidates or organize nominations in accordance with the Company's Charter, the internal regulations on corporate governance, and this Regulation on the Operation of the Board of Directors. The nomination of additional candidates by the incumbent Board of Directors must be clearly disclosed prior to the General Meeting of Shareholders voting to elect members of the Board of Directors in accordance with applicable laws.

3. The election of members of the Board of Directors shall be conducted by cumulative voting, whereby each shareholder shall have a total number of votes equal to the number of shares owned multiplied by the number of members to be elected to the Board of Directors, and such shareholder may allocate all or part of his/her votes to one or more candidates. Elected members of the Board of Directors shall be determined based on the number of votes received, ranked from highest to lowest, starting with the candidate receiving the highest number of votes until the required number of members as stipulated in the Company's Charter is filled. In the event that two (02) or more



candidates receive an equal number of votes for the final position, a re-election shall be conducted among such candidates or selection shall be made in accordance with the election regulations or the Company's Charter.

4. The election, dismissal, and removal of members of the Board of Directors shall be decided by the General Meeting of Shareholders by way of voting.

#### **Article 10. Announcement of election, dismissal, removal of members of the Board of Directors**

1. Upon determination of candidates for the Board of Directors, the Company must disclose information relating to such candidates at least ten (10) days prior to the opening date of the General Meeting of Shareholders on the Company's website, to enable shareholders to review the candidates before voting. Candidates for the Board of Directors must provide a written commitment on the truthfulness and accuracy of the disclosed personal information and undertake to perform their duties honestly, prudently, and in the best interests of the Company if elected as members of the Board of Directors. Information relating to candidates for the Board of Directors to be disclosed includes:

- a) Full name, date of birth;
- b) Professional qualifications;
- c) Working experience;
- d) Other managerial positions (including positions on the Board of Directors of other companies);
- đ) Interests related to the Company and its related persons;
- e) Other information (if any) as prescribed in the Company's Charter;
- g) A public company must disclose information on companies in which the candidate currently holds positions as a member of the Board of Directors, other managerial positions, and any interests related to such companies (if any).

2. The announcement of the results of election, dismissal, and removal of members of the Board of Directors shall be carried out in accordance with regulations on information disclosure.

### **CHAPTER 3. BOARD OF DIRECTORS**

#### **Article 11. Rights and obligations of the Board of Directors**

1. The Board of Directors is the management body of the Company and shall have full authority, on behalf of the Company, to decide and exercise the rights and perform the obligations of the Company, except for those falling within the authority of the General Meeting of Shareholders.



2. The rights and obligations of the Board of Directors shall be prescribed by law, the Company's Charter, and the General Meeting of Shareholders. In particular, the Board of Directors shall have the following rights and obligations:

- a) To decide on the Company's strategies, medium-term development plans, and annual business plans;
- b) To propose the types of shares and the total number of shares of each type to be offered;
- c) To decide on the sale of unsold shares within the number of shares authorized for offering of each type and to decide on other forms of capital mobilization;
- d) To decide on the offering price of shares and bonds of the Company;
- đ) To decide on the repurchase of shares in accordance with Clauses 1 and 2, Article 133 of the Law on Enterprises;
- e) To decide on investment plans and investment projects within its authority and in accordance with applicable laws;
- g) To decide on solutions for market development, marketing, and technology;
- h) To approve contracts for purchase, sale, borrowing, lending, and other contracts and transactions with a value of thirty-five percent (35%) or more of the total assets as recorded in the most recent financial statements of the Company, except where the Company's Charter stipulates a different ratio or value and where such contracts or transactions fall within the decision-making authority of the General Meeting of Shareholders as prescribed in Point d, Clause 2, Article 138, and Clauses 1 and 3, Article 167 of the Law on Enterprises;
- i) To elect, dismiss, and remove the Chairman of the Board of Directors; to appoint, dismiss, enter into, and terminate contracts with the Director or General Director and other key managers as stipulated in the Company's Charter; to decide on salaries, remuneration, bonuses, and other benefits of such persons; to appoint authorized representatives to participate in the Members' Council or General Meeting of Shareholders of other companies, and to decide on their remuneration and other benefits;
- k) To supervise and direct the Director or General Director and other managers in the conduct of the Company's day-to-day business operations;
- l) To decide on the organizational structure and internal management regulations of the Company; to decide on the establishment of subsidiaries, branches, and representative offices, and on capital contributions or share acquisitions in other enterprises;
- m) To approve the agenda, contents, and documents for meetings of the General Meeting of Shareholders; to convene meetings of the General Meeting of Shareholders or to collect written opinions for the General Meeting of Shareholders to adopt resolutions;



- n) To submit audited annual financial statements to the General Meeting of Shareholders;
- o) To propose dividend rates; to decide on the time limit and procedures for dividend payment or handling of losses incurred during business operations;
- p) To propose the reorganization or dissolution of the Company; to request the bankruptcy of the Company;
- q) To decide on the issuance of the Regulation on the Operation of the Board of Directors and the Internal Regulations on Corporate Governance after approval by the General Meeting of Shareholders; to decide on the issuance of the Charter of the Audit Committee under the Board of Directors and the Company's Information Disclosure Regulations;
- r) To exercise other rights and perform other obligations as prescribed by the Law on Enterprises, the Law on Securities, other relevant laws, and the Company's Charter;
- s) To organize training and capacity-building programs on corporate governance and necessary skills for members of the Board of Directors, the General Director (Director), the person in charge of corporate governance, and other managers of the Company;
- t) To implement dividend payments to shareholders in accordance with applicable laws after approval by the Annual General Meeting of Shareholders.

3. The Board of Directors shall adopt resolutions and decisions by voting at meetings, by written consultation, or by other methods as prescribed in the Company's Charter. Each member of the Board of Directors shall have one (01) vote.

4. Where a resolution or decision adopted by the Board of Directors is contrary to law, resolutions of the General Meeting of Shareholders, or the Company's Charter, causing damage to the Company, members voting in favor of such resolution or decision shall be jointly and severally liable for such resolution or decision and must compensate the Company for any damage; members voting against such resolution or decision shall be exempt from liability. In such case, shareholders of the Company shall have the right to request a competent court to suspend the implementation of or annul such resolution or decision.

#### **Article 12. Responsibilities and obligations of the Board of Directors in approval of contracts and transactions**

1. The Board of Directors shall approve contracts and transactions with a value of less than thirty-five percent (35%) of the total assets, or transactions resulting in the aggregate value of transactions arising within twelve (12) months from the date of the first transaction being less than thirty-five percent (35%) of the total assets as recorded in the most recent financial statements (or another lower ratio or value as stipulated in the Company's Charter), entered into between the Company and any of the following persons:



- Members of the Board of Directors, members of the Board of Supervisors, the General Director (Director), other managers, and their related persons;
- Shareholders or authorized representatives of shareholders holding more than ten percent (10%) of the total ordinary shares of the Company, and their related persons;
- Enterprises related to the persons specified in Clause 2, Article 164 of the Law on Enterprises.

2. The Company's representative signing such contracts or transactions must notify members of the Board of Directors and members of the Board of Supervisors of the related persons involved in such contracts or transactions and provide a draft contract or the principal contents of the transaction. The Board of Directors shall decide on the approval of such contracts or transactions within fifteen (15) days from the date of receipt of such notification, unless otherwise provided in the Company's Charter. A member of the Board of Directors having an interest related to the parties to such contracts or transactions shall not have the right to vote.

#### **Article 13. Responsibilities of the Board of Directors for convening extraordinary General Meeting of Shareholders**

1. The Board of Directors must convene an extraordinary General Meeting of Shareholders in the following cases:

- a) Where the Board of Directors deems it necessary for the interests of the Company;
- b) Where the number of remaining members of the Board of Directors or the Board of Supervisors is less than the minimum number prescribed by law;
- c) Upon request of a shareholder or a group of shareholders as prescribed in Clause 2, Article 115 of the Law on Enterprises; such request must be made in writing, clearly stating the reasons and purposes of the meeting, and bearing the full signatures of the relevant shareholders, or be made in multiple documents which collectively bear sufficient signatures of the relevant shareholders;
- d) Upon request of the Board of Supervisors;
- đ) Other cases as prescribed by law and the Company's Charter.

#### **2. Convening an extraordinary General Meeting of Shareholders**

Unless otherwise provided in the Company's Charter, the Board of Directors must convene a General Meeting of Shareholders within thirty (30) days from the date on which the number of members of the Board of Directors, independent members of the Board of Directors, or members of the Board of Supervisors falls below the minimum number as prescribed in the Company's Charter, or from the date of receipt of a request specified in Points (c) and (d), Clause 1 of this Article.

3. The person convening the General Meeting of Shareholders must perform the following tasks:



- a) To prepare the list of shareholders entitled to attend the meeting;
- b) To provide information and resolve complaints related to the list of shareholders;
- c) To prepare the agenda and contents of the meeting;
- d) To prepare documents for the meeting;
- đ) To draft resolutions of the General Meeting of Shareholders based on the proposed agenda; and to prepare the list and detailed information of candidates in case of election of members of the Board of Directors or the Board of Supervisors;
- e) To determine the time and venue of the meeting;
- g) To send notices of invitation to each shareholder entitled to attend the meeting in accordance with the Law on Enterprises;
- h) To perform other tasks necessary for the meeting.

#### **Article 14. Sub-committees under the Board of Directors**

1. The Board of Directors may establish sub-committees to be in charge of development policies, personnel, remuneration, internal audit, and risk management. The number of members of each sub-committee shall be decided by the Board of Directors, with a minimum of three (03) members, including members of the Board of Directors and external members. Independent members of the Board of Directors and/or non-executive members shall constitute the majority of the sub-committee, and one of them shall be appointed as the Head of the sub-committee by decision of the Board of Directors. The operation of sub-committees must comply with the regulations of the Board of Directors. Resolutions of a sub-committee shall only be valid when approved by a majority of members attending and voting at a meeting of such sub-committee.

2. The implementation of decisions of the Board of Directors or its sub-committees must comply with applicable laws and the provisions of the Company's Charter and the Internal Regulations on Corporate Governance.

### **CHAPTER 4. MEETINGS OF THE BOARD OF DIRECTORS**

#### **Article 15. Meetings of the Board of Directors**

1. The Chairman of the Board of Directors shall be elected at the first meeting of the Board of Directors within seven (07) working days from the completion of the election of such Board. This meeting shall be convened and chaired by the member having the highest number of votes or the highest voting ratio. In the event that more than one member has an equal highest number of votes or voting ratio, such members shall elect one among them, based on the majority principle, to convene the meeting of the Board of Directors.

2. The Board of Directors shall meet at least once every quarter and may convene extraordinary meetings as necessary.

3. The Chairman of the Board of Directors shall convene a meeting of the Board of Directors in the following cases:

- a) Upon request of the Board of Supervisors or an independent member of the Board of Directors;
- b) Upon request of the Director or General Director or at least five (05) other managers;
- c) Upon request of at least two (02) members of the Board of Directors;
- d) Other cases as prescribed in the Company's Charter.

4. Requests specified in Clause 3 of this Article must be made in writing, clearly stating the purpose and the issues to be discussed and decided within the authority of the Board of Directors.

5. The Chairman of the Board of Directors must convene a meeting of the Board of Directors within seven (07) working days from the date of receipt of a request specified in Clause 3 of this Article. In case of failure to convene such meeting, the Chairman shall be liable for any damage caused to the Company; the requesting person(s) shall have the right to convene the meeting in replacement of the Chairman.

6. The Chairman of the Board of Directors or the person convening the meeting must send a notice of invitation at least three (03) working days prior to the meeting date, unless otherwise provided in the Company's Charter. The notice must specify the time and venue of the meeting, agenda, and matters to be discussed and decided. The notice must be accompanied by documents to be used at the meeting and voting ballots of members.

The notice of invitation may be sent by invitation letter, telephone, fax, electronic means, or other methods as prescribed in the Company's Charter, provided that it reaches the registered contact address of each member of the Board of Directors.

7. The Chairman or the person convening the meeting shall send the notice of invitation and accompanying documents to members of the Board of Supervisors in the same manner as to members of the Board of Directors.

Members of the Board of Supervisors have the right to attend meetings of the Board of Directors and to participate in discussions but shall not have voting rights.

8. A meeting of the Board of Directors shall be conducted when at least three-quarters ( $\frac{3}{4}$ ) of the total number of members are present. If the meeting convened in accordance with this Clause does not have sufficient quorum, a second meeting shall be convened within seven (07) days from the scheduled date of the first meeting. In such case, the meeting shall be conducted if more than one-half of the members of the Board of Directors attend.



9. A member of the Board of Directors shall be deemed to attend and vote at a meeting in the following cases:

- a) Attending and voting in person at the meeting;
- b) Authorizing another person to attend and vote in accordance with Clause 11 of this Article;
- c) Attending and voting via online conference, electronic voting, or other electronic means;
- d) Sending voting ballots to the meeting by post, fax, or email;
- đ) Sending voting ballots by other means as prescribed in the Company's Charter.

10. Where voting ballots are sent to the meeting by post, such ballots must be enclosed in sealed envelopes and delivered to the Chairman of the Board of Directors no later than one (01) hour before the opening of the meeting. Such ballots shall only be opened in the presence of all attendees.

11. Members must attend all meetings of the Board of Directors. A member may authorize another person to attend and vote on his/her behalf if approved by the majority of the members of the Board of Directors.

12. Unless a higher voting ratio is stipulated in the Company's Charter, resolutions and decisions of the Board of Directors shall be adopted if approved by a majority of the members attending the meeting; in case of a tie, the final decision shall follow the opinion of the Chairman of the Board of Directors.

#### **Article 16. Minutes of a meeting of the Board of Directors**

1. Meetings of the Board of Directors must be recorded in minutes and may be audio-recorded or stored in other electronic forms. The minutes must be prepared in Vietnamese and may also be prepared in a foreign language, and shall include the following principal contents:

- a) Name, head office address, and enterprise registration number of the Company;
- b) Time and venue of the meeting;
- c) Purpose, agenda, and contents of the meeting;
- d) Full names of members attending the meeting or their authorized representatives and the method of attendance; names of members absent and reasons for absence;
- đ) Issues discussed and voted on at the meeting;
- e) Summary of opinions expressed by each attending member in chronological order of the meeting;
- g) Voting results, clearly indicating members voting in favor, against, and abstaining;



h) Matters approved and the corresponding voting ratios;

i) Full names and signatures of the chairperson and the minute-taker, except as provided in Clause 2 of this Article..

2. Where the chairperson or the minute-taker refuses to sign the minutes, the minutes shall nevertheless be valid if signed by all other attending members of the Board of Directors and containing all contents as prescribed in Points a, b, c, d, đ, e, g, and h, Clause 1 of this Article.

3. The chairperson, the minute-taker, and the signatories to the minutes shall be responsible for the truthfulness and accuracy of the contents of the minutes of the Board of Directors meeting.

4. The minutes of meetings of the Board of Directors and documents used at the meetings must be kept at the head office of the Company.

5. Minutes prepared in Vietnamese and in a foreign language shall have equal legal validity. In case of any discrepancy between the Vietnamese and the foreign language versions, the Vietnamese version shall prevail.

## **CHAPTER 5.REPORTING AND DISCLOSURE OF INTERESTS**

### **Article 17. Report on activities annual**

1. At the end of each financial year, the Board of Directors must submit the following reports to the General Meeting of Shareholders:

a) Report on the Company's business performance;

b) Financial statements;

c) Report on the assessment of management and administration of the Company;

d) Appraisal report of the Board of Supervisors.

2. The reports specified in Points (a), (b), and (c), Clause 1 of this Article must be sent to the Board of Supervisors for appraisal no later than thirty (30) days prior to the opening date of the Annual General Meeting of Shareholders, unless otherwise provided in the Company's Charter.

3. The reports specified in Clauses 1 and 2 of this Article, the appraisal report of the Board of Supervisors, and the audit report must be kept at the Company's head office no later than ten (10) days prior to the opening date of the Annual General Meeting of Shareholders, unless the Company's Charter provides for a longer period. Shareholders who have held shares of the Company continuously for at least one (01) year shall have the right, either individually or together with lawyers, accountants, or licensed auditors, to directly review the reports specified in this Article.

4. The report on the activities of the Board of Directors presented at the Annual General Meeting of Shareholders must include reports on the activities of independent members of the Board of Directors and the evaluation results of each independent member regarding the performance of the Board of Directors.

#### **Article 18. Remuneration, Bonuses, and Other Benefits of Members of the Board of Directors**

1. The Company shall have the right to pay remuneration and bonuses to members of the Board of Directors based on business results and performance.

2. Members of the Board of Directors shall be entitled to remuneration and bonuses. Remuneration shall be calculated based on the number of working days required to perform the duties of a member of the Board of Directors and the daily rate. The Board of Directors shall determine the remuneration for each member based on the principle of consensus. The total remuneration and bonuses of the Board of Directors shall be decided by the General Meeting of Shareholders at the annual meeting.

3. Remuneration of each member of the Board of Directors shall be recorded as a business expense of the Company in accordance with corporate income tax laws, shall be presented as a separate item in the Company's annual financial statements, and must be reported to the General Meeting of Shareholders at the annual meeting.

4. Members of the Board of Directors holding executive positions, or members serving on sub-committees of the Board of Directors, or performing tasks beyond the normal scope of duties of a Board member, may receive additional remuneration in the form of lump-sum payments per assignment, salary, commission, percentage of profits, or other forms as decided by the Board of Directors.

5. Members of the Board of Directors shall be entitled to reimbursement of all travel, accommodation, and other reasonable expenses incurred in the performance of their duties, including expenses incurred for attending meetings of the General Meeting of Shareholders, the Board of Directors, or its sub-committees.

6. Members of the Board of Directors may be covered by liability insurance purchased by the Company subject to approval by the General Meeting of Shareholders. Such insurance shall not cover liabilities arising from violations of law or the Company's Charter.

#### **Article 19. Disclosure of related interests**

Unless otherwise provided by stricter provisions in the Company's Charter, the disclosure of interests and related persons of the Company shall be carried out as follows:

1. Members of the Board of Directors must declare to the Company their related interests, including:



- a) Name, enterprise registration number, head office address, and business lines of enterprises in which they own capital contributions or shares; and the percentage and time of such ownership;
  - b) Name, enterprise registration number, head office address, and business lines of enterprises in which their related persons jointly or separately own more than ten percent (10%) of the charter capital.
2. The declaration specified in Clause 1 of this Article must be made within seven (07) working days from the date the related interest arises; any amendments or supplements must be notified to the Company within seven (07) working days from the date of such amendments or supplements.
3. Where a member of the Board of Directors, in his/her own name or on behalf of another person, conducts work in any form within the scope of the Company's business lines, such member must disclose the nature and contents of such work to the Board of Directors and may only proceed upon approval by the majority of the remaining members of the Board of Directors. If such work is conducted without disclosure or without approval of the Board of Directors, all income derived from such activities shall belong to the Company.

## **CHAPTER 6. RELATIONSHIPS OF THE BOARD OF DIRECTORS**

### **Article 20. Relationship between members of the Board of Directors**

1. The relationship among members of the Board of Directors is a cooperative one. Members of the Board of Directors are responsible for keeping one another informed of relevant matters arising in the course of handling their assigned duties.
2. In the course of handling assigned tasks, the member of the Board of Directors primarily responsible shall take the initiative in coordinating with other members where matters relate to areas under their responsibility. In case of differing opinions among members, the member primarily responsible shall report to the Chairman of the Board of Directors for consideration and decision within his/her authority, or for convening a meeting or obtaining opinions of members of the Board of Directors in accordance with law, the Company's Charter, and this Regulation.
3. In the event of reassignment of duties among members of the Board of Directors, such members must hand over their work, files, and related documents. Such handover must be documented in writing and reported to the Chairman of the Board of Directors.

### **Article 21. Relationship with General Director**

In its governance role, the Board of Directors shall issue resolutions for implementation by the General Director (Director) and the executive apparatus. At the same time, the Board of Directors shall examine and supervise the implementation of such resolutions.





## **Article 22. Relationship with the Audit Committee**

1. The relationship between the Board of Directors and the Board of Supervisors or the Audit Committee is one of coordination. The working relationship shall be based on principles of equality and independence, while ensuring close coordination and mutual support in the performance of their duties.
2. Upon receipt of inspection minutes or consolidated reports from the Board of Supervisors or the Audit Committee, the Board of Directors shall be responsible for reviewing such documents and directing relevant departments to develop and implement timely corrective measures.

## **CHAPTER 7. IMPLEMENTATION PROVISION**

### **Article 23. Effective date**

The Regulation on the Operation of the Board of Directors of Sai Gon Binh Tay Beer Group Joint Stock Company comprises seven (07) Chapters and twenty-three (23) Articles and shall take effect from Apr. 20 2026.

**ON BEHALF OF THE BOARD OF DIRECTORS**

**CHAIRMAN**



**TAN TECK CHUAN LESTER**