

**HIGHER EDUCATION AND VOCATIONAL
BOOK JOINT STOCK COMPANY**

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

No: 91/TB-HEV

Hanoi, May 18th 2026

**PROGRAM OF THE 2026 ANNUAL GENERAL MEETING OF SHAREHOLDERS
HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY**

Reception and shareholder eligibility verification: From 8:00 to 8:30, 12th June 2026.

Meeting time: From 8:30 to 11:00, 12th June 2026.

Venue: Hall 22/12, Vietnam Education Publishing House - No. 187B Giang Vo - O Cho Dua Ward - Hanoi.

| Time | Program contents |
|--------------|---|
| I | OPENING PROCEDURES OF THE MEETING |
| 8:00 - 8:30 | Registration of shareholders attending the meeting (reception and shareholder eligibility check) |
| 8:30 - 8:45 | Opening, statement of reasons, introduction of delegates and guests Report on shareholder eligibility verification Introduction of the Chairperson Approval of the Meeting Secretariat Approval of the Vote Counting Committee Approval of the Meeting Program and Meeting Regulations |
| II | REPORTS |
| 8:50 - 9:30 | Report on activities of the Board of Directors in 2025 and working orientations for 2026 Report of the independent BOD member on BOD activities in 2025 Report of the Board of Management on task implementation in 2025 and the 2026 production and business plan Report on activities of the Supervisory Board in 2025 |
| III | SUBMISSIONS |
| 9:30 - 10:00 | Submissions to the General Meeting of Shareholders on the following matters: 1. Report on business results in 2025 and business plan for 2026; 2. BOD report on governance, results of BOD activities and each BOD member; 3. Supervisory Board report on the Company's business activities and activities of the BOD and the Board of Management; 4. Supervisory Board self-assessment report on its activities and each Supervisory Board member; 5. Report of the independent BOD member on BOD activities; 6. Submission for approval of the 2025 independently audited financial statements; 7. Submission on the 2025 profit distribution plan; 8. Submission for approval of the 2026 business plan; 9. Submission on selecting the audit firm for the 2026 financial statements; 10. Submission on approval of the Vote Counting Committee and the BOD/Supervisory Board election regulations; 11. Submission on dismissal of BOD/Supervisory Board members for term V (2022-2026) and election of BOD/Supervisory Board members for term VI (2026-2030); 12. Report on remuneration of the BOD/Supervisory Board in 2025 and remuneration of the BOD/Supervisory Board in 2026; 13. Submission for approval of the plan to optimize undisbursed capital from the 2025 private placement; 14. Submission for approval of changes to the Company's head office/working office/business location; 15. Other submissions within the authority of the General Meeting of Shareholders. |
| IV | DISCUSSION |



| | |
|---------------|--|
| 10:00 - 10:15 | Shareholders give opinions and discuss the contents of the submissions |
| V | VOTING TO APPROVE THE MATTERS OF THE MEETING |
| 10:15 - 10:30 | Reading the regulations on election of BOD/Supervisory Board members for term VI |
| 10:30 - 10:45 | Shareholders vote on approval of the matters stated in Section III |
| VI | CLOSING OF THE MEETING |
| 10:45 - 11:00 | Announcement of voting results Approval of the Minutes and Resolution of the General Meeting of Shareholders Closing statement |

ORGANIZING COMMITTEE



DANG TRAN BAO TIN



NOTICE

(Re: Organization of and invitation to attend the 2026 Annual General Meeting of Shareholders)

To: Shareholders of Higher Education and Vocational Book Joint Stock Company

The Board of Directors of Higher Education and Vocational Book Joint Stock Company (the "Company") hereby notifies Shareholders of the organization of the Company's 2026 Annual General Meeting of Shareholders.

1. **Meeting time:** Starting at 08:00 on 12/06/2026.
2. **Form:** In person.
3. **Venue:** Hall of the Vietnam Education Publishing House - No. 187B Giang Vo - O Cho Dua Ward - Hanoi.
4. **Participants:** All shareholders of the Company whose names appear on the shareholder list finalized on 18/05/2026.
5. **Meeting contents:** Matters within the authority of the General Meeting of Shareholders; details will be posted, updated, adjusted and supplemented (if any) on the website: <https://hevobooks.com/>.
6. **Documents:** All meeting documents are posted on the Company's website at: <https://hevobooks.com/>.
7. **Registration for attendance:** Shareholders register by sending the Registration Form (or Proxy Form) to the Company by one of the following methods:
 - Direct delivery to: No. 187B Giang Vo - O Cho Dua Ward - Hanoi.
 - Email to: pkt.dhdn@gmail.com.A proxy may be granted only once, and the proxy holder may not authorize a third party.
8. **Documents to bring when attending the GMS:**
 - For individual shareholders: valid original Identity Card, Passport or Citizen Identity Card, and a valid Registration Form (or Proxy Form) using the Company's form.
 - For institutional shareholders:
 - + A copy of the Enterprise Registration Certificate/Establishment Decision (duly certified);
 - + Valid original Identity Card, Passport or Citizen Identity Card of the legal representative (if the legal representative attends the meeting) or the authorized person (if the authorized person of the legal representative attends the meeting);
 - + A valid Registration Form (or Proxy Form) using the Company's form.

For further assistance, Shareholders may contact the Organizing Committee by email: pkt.dhdn@gmail.com.

Sincerely,

ON BEHALF OF THE BOARD OF DIRECTORS



DANG TRAN BAO TIN

**HIGHER EDUCATION AND VOCATIONAL
BOOK JOINT STOCK COMPANY**

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

No: 93/TB-HEV

Hanoi, May 18th 2026

NOTICE

*(Re: Nomination/self-nomination of candidates for members of the Board of Directors for term VI (2026-2030) of
Higher Education and Vocational Book Joint Stock Company)*

- Pursuant to Law on Enterprises No. 59/2020/QH14 dated 17/06/2020 and related documents;
- Pursuant to the Charter on organization and operation of Higher Education and Vocational Book Joint Stock Company;

To: Shareholders of Higher Education and Vocational Book Joint Stock Company

At the 2026 Annual General Meeting of Shareholders of Higher Education and Vocational Book Joint Stock Company (the "Company"), the Company will elect members of the Board of Directors for term VI, 2026-2030. The Company respectfully announces the nomination/self-nomination of Board of Directors ("BOD") members as follows:

I. Objectives

- Ensure compliance with laws, Vietnamese practices and the Company Charter;
- Ensure the principles of publicity, democracy and the legitimate rights and interests of all shareholders;
- Ensure concentration and organizational stability of the General Meeting of Shareholders.

II. Conditions for nominating/self-nominating BOD members and criteria for BOD members

1. Composition and term of the BOD

- Number of BOD members required: 05 persons;
- Term of elected BOD members: 2026-2030;
- Number of BOD candidates nominated/self-nominated: unlimited;
- BOD structure: at least one-third (1/3) of total BOD members are non-executive members; at least one (01) independent BOD member.

2. Conditions for nominating/self-nominating BOD members

Pursuant to Articles 24 and 25 of the Company Charter and Clause 5 Article 115 of the Law on Enterprises, a shareholder or group of shareholders may aggregate voting rights to nominate/self-nominate BOD candidates as follows:

- 10% of total voting shares may nominate one (01) candidate;
- More than 10% to 30% may nominate up to two (02) candidates;
- More than 30% to 40% may nominate up to three (03) candidates;
- More than 40% to 50% may nominate up to four (04) candidates;
- More than 50% may nominate a maximum number of candidates equal to the number of BOD members to be elected.

If the number of BOD candidates through nomination and self-nomination remains insufficient as prescribed in Clause 5 Article 115 of the Law on Enterprises, the incumbent BOD may introduce additional candidates or organize nominations in accordance with the Company Charter, the internal corporate governance regulations and the BOD operating regulations.

The incumbent BOD's introduction of additional candidates must be clearly announced before the General Meeting of Shareholders votes to elect BOD members in accordance with law.

3. Criteria for BOD members

BOD members must satisfy the criteria and conditions prescribed in Article 155 of the Law on Enterprises, specifically:

- Not fall into the subjects specified in Clause 2 Article 17 of the Law on Enterprises;
- Have professional qualifications and experience in business administration or in the business lines of the Company and are not necessarily shareholders of the Company;
- A member of the Board of Directors of the Company may concurrently be a member of the Board of Directors of another company.

An independent BOD member must satisfy the criteria and conditions prescribed in Article 155 of the Law on Enterprises, specifically:

- Not currently work for the Company, its parent company or subsidiary; and not have worked for the Company, its parent company or subsidiary for at least the previous 03 consecutive years;



- Not receive salary or remuneration from the Company, except allowances received by BOD members as prescribed;
- Not have a spouse, biological/adoptive parents, biological/adoptive children, siblings who are major shareholders of the Company, managers of the Company or a subsidiary of the Company;
- Not directly or indirectly own at least 01% of the total voting shares of the Company;
- Not have served as a member of the Board of Directors or Supervisory Board of the Company for at least the previous 05 consecutive years, except where appointed for 02 consecutive terms.

III. Dossier for nomination/self-nomination of candidates for election as BOD members

1. Nomination/self-nomination form for candidates for BOD members (attached form);
2. Notice on establishment of a shareholder group and nomination/self-nomination of BOD candidates (attached form);
3. Candidate curriculum vitae (attached form);
4. Notarized copies of the candidate's ID/Citizen ID/Passport, degrees and certificates.

The forms are posted on the Company website: <https://hevobooks.com>.

To facilitate compilation of the candidate list, qualified shareholders or shareholder groups wishing to self-nominate or nominate BOD candidates for term VI, 2026-2030 are requested to submit the dossier to the Company **before 16:00 on 02/06/2026 at:**

Planning-Finance-Administration Department - Higher Education and Vocational Book Joint Stock Company
3rd Floor, Building B - 187B Giang Vo, O Cho Dua Ward, Hanoi

The dossier should state: "Dossier for nomination/self-nomination of Board of Directors members".

Email: pkt.dhdn@gmail.com

Note: Persons self-nominated/nominated to the BOD are responsible before the law and the General Meeting of Shareholders for the truthfulness and accuracy of their nomination/self-nomination dossiers.

Respectfully announced!

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN



DANG TRAN BAO TIN



**HIGHER EDUCATION AND VOCATIONAL
BOOK JOINT STOCK COMPANY**

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

No: 94/TB-HEV

Hanoi, May 18th 2026

NOTICE

(Re: Nomination/self-nomination of candidates for members of the Supervisory Board for term VI (2026-2030) of Higher Education and Vocational Book Joint Stock Company)

- Pursuant to Law on Enterprises No. 59/2020/QH14 dated 17/06/2020 and related documents;
- Pursuant to the Charter on organization and operation of Higher Education and Vocational Book Joint Stock Company;

To: Shareholders of Higher Education and Vocational Book Joint Stock Company

At the 2026 Annual General Meeting of Shareholders of the Company, the Company will elect members of the Supervisory Board for term VI, 2026-2030. The Company respectfully announces the nomination/self-nomination of Supervisory Board ("SB") members as follows:

I. Objectives

- Ensure compliance with law and the Company Charter;
- Ensure the principles of publicity, democracy and the legitimate rights and interests of all shareholders;
- Ensure concentration and organizational stability of the General Meeting of Shareholders.

II. Conditions for nominating/self-nominating Supervisory Board members and criteria for Supervisory Board members

1. Composition and term of the Supervisory Board

- Number of SB members: 03 persons;
- Term of elected SB members: 2026-2030;
- Number of SB candidates: unlimited.

2. Conditions for nominating/self-nominating Supervisory Board members

Pursuant to Articles 35, 36 and 37 of the Company Charter and Clause 5 Article 115 of the Law on Enterprises, a shareholder or group of shareholders may aggregate voting rights to nominate/self-nominate SB candidates as follows:

- 10% of total voting shares may nominate one (01) candidate;
- More than 10% to 30% may nominate up to two (02) candidates;
- More than 30% may nominate up to three (03) candidates.

If the number of Supervisory Board candidates through nomination and self-nomination remains insufficient as prescribed in Clause 5 Article 115 of the Law on Enterprises, the incumbent SB may introduce additional candidates or organize nominations in accordance with the Company Charter, the internal corporate governance regulations and the SB operating regulations.

The incumbent SB's introduction of additional candidates must be clearly announced before the General Meeting of Shareholders votes to elect Supervisory Board members in accordance with law.

3. Criteria for Supervisory Board members

SB members must satisfy the criteria and conditions prescribed in Article 169 of the Law on Enterprises, specifically:

- Not fall into the subjects specified in Clause 2 Article 17 of the Law on Enterprises;
- Be trained in one of the majors of economics, finance, accounting, auditing, law, business administration or a major suitable for the Company's business activities;
- Not be a family member of a BOD member, the Director or other managers;
- Not be a manager of the Company; not necessarily be a shareholder or employee of the Company;
- Not be a family member of managers of the Company and parent company, or the representative of enterprise capital or state capital in the parent company and the Company;
- Not work in the accounting or finance department of the Company;
- Not be a member or employee of the independent auditing firm auditing the Company's financial statements during the previous 03 consecutive years.

III. Dossier for nomination/self-nomination of candidates for election as Supervisory Board members

1. Nomination/self-nomination form for candidates for SB members (attached form);
2. Notice on establishment of a shareholder group and nomination/self-nomination of SB candidates (attached form);
3. Candidate curriculum vitae (attached form);
4. Notarized copies of the candidate's ID/Citizen ID/Passport, degrees and certificates.

The forms are posted on the Company website: <https://hevobooks.com>.



To facilitate compilation of the candidate list, qualified shareholders or shareholder groups wishing to self-nominate or nominate Supervisory Board candidates for term VI, 2026-2030 are requested to submit the dossier to the Company **before 16:00 on 07/06/2026 at:**

Planning-Finance-Administration Department - Higher Education and Vocational Book Joint Stock Company
3rd Floor, Building B - 187B Giang Vo, O Cho Dua Ward, Hanoi

The dossier should state: "Dossier for nomination/self-nomination of Supervisory Board members".

Email: pkt.dhdn@gmail.com

Note: Persons self-nominated/nominated to the Supervisory Board are responsible before the law and the General Meeting of Shareholders for the truthfulness and accuracy of their nomination/self-nomination dossiers.

Respectfully announced!

ON BEHALF OF THE BOARD OF DIRECTORS





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CURRICULUM VITAE



4x6cm photo

- 1) Full name: Gender: male/female;
- 2) Date of birth:
- 3) Place of birth:
- 4) Nationality:
- 5) ID/Citizen ID/Passport No.: issued on/...../..... at expiry date/...../.....;
- 6) Registered permanent residence: house No. block/hamlet/village ward/commune district province/city
- 7) Current address:
- 8) Professional qualification:
- 9) Occupation:
- 10) Securities owned personally at University Books - Vocational Training Joint Stock Company: shares;
- 11) Name and address of the legal entity represented and represented capital contribution ratio (if acting as a representative of capital contribution of an institutional shareholder):

| Legal entity name | Head office address | Number of shares represented | Represented capital contribution ratio |
|-------------------|---------------------|------------------------------|--|
| | | | |
| | | | |

12) Professional training history:

| Period | Place of training | Major | Degree |
|--------|-------------------|-------|--------|
| | | | |
| | | | |

13) Working history:

| Period | Workplace | Position |
|--------|-----------|----------|
| | | |
| | | |

14) Declaration of related persons (declare all relationships of "related persons" as prescribed in Clause 46 Article 4 of the Law on Securities):

| Full name / Name of related organization | Relationship with declarant | ID/ERC No.; date and place of issue | Workplace | Position | Number of shares held | Holding ratio |
|--|-----------------------------|-------------------------------------|-----------|----------|-----------------------|---------------|
| | | | | | | |
| | | | | | | |
| | | | | | | |



I undertake and take responsibility for the accuracy and truthfulness of the above contents.

I undertake to perform duties honestly, prudently and in the best interests of the Company if elected as a member of the Supervisory Board.

....., date month year 202...

Certification of competent authority
(Local authority or workplace)

Declarant
(Sign and write full name)





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....., date month year 2026

**REGISTRATION FORM (OR PROXY FORM)
TO ATTEND THE 2026 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

To: HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY

Shareholder name: Shareholder code:
Permanent address/head office:
Contact address: Telephone:
ID/Passport/ERC No.: Date of issue: Place:
Number of shares owned: (in words):
Representative (for organizations): Position:

SELECTION:

☐ **Directly register to attend the 2026 Annual General Meeting of Shareholders:**

By this document, I register to attend the 2026 Annual General Meeting of Shareholders of University Books - Vocational Training Joint Stock Company on/...../2026.

☐ **In the case of authorization to attend the Meeting, the shareholder may choose one of the following two options for the proxy holder:**

1. Information of the authorized person (if any):

- Full name/Organization:
- Permanent address/head office:
- Contact address: Telephone:
- ID/Citizen ID/Passport/ERC No.: Date of issue: Place:
- Number of shares authorized:
- Representative (for organizations): Position:

2. Authorization to one of the Board of Directors members for the 2022-2026 term:

- | | |
|--|--------------------------|
| 2.1. Mr. Dang Tran Bao Tin - Chairman of the BOD | <input type="checkbox"/> |
| 2.2. Mr. Pham Quynh - BOD Member | <input type="checkbox"/> |
| 2.3. Ms. Nguyen Bich Ngoc - BOD Member | <input type="checkbox"/> |
| 2.4. Ms. Ta Thi Thanh Huyen - BOD Member | <input type="checkbox"/> |
| 2.5. Ms. Doan Linh Huong - BOD Member | <input type="checkbox"/> |

Scope of authorization

Under this proxy, the authorized party has full authority on behalf of the Shareholder to attend, discuss, vote and exercise other rights and obligations of the Shareholder under the Charter of University Books - Vocational Training Joint Stock Company corresponding to shares (in words:).

This authorization is valid from the signing date until the end of the 2026 Annual General Meeting of Shareholders held on/...../2026.

Sincerely,

Name and signature of Shareholder
(Sign, full name and seal if an organization)

Authorized party (if any)
(Sign, full name and seal if an organization)

Note: Shareholders are requested to send this Registration Form by post or email to the address/fax/email stated in the Notice and Invitation before 16:00 on/...../2026, and the authorized person shall bring the proxy form on the meeting date.



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**NOTICE OF ESTABLISHMENT OF A SHAREHOLDER GROUP
AND NOMINATION OF A CANDIDATE FOR SUPERVISORY BOARD MEMBER**

To: THE BOARD OF DIRECTORS OF HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY

Pursuant to Clause 1 Article 35 of the Charter of Higher Education and Vocational Book Joint Stock Company and Clause 5 Article 115 of the Law on Enterprises, a shareholder or group of shareholders owning 10% or more of total ordinary shares has the right to nominate candidates to the Supervisory Board in accordance with the Law on Enterprises and the Company Charter. A shareholder or group of shareholders holding from 10% of total voting shares may nominate one (01) candidate; more than 10% to 30% may nominate up to two (02) candidates; and more than 30% may nominate up to three (03) candidates.

I/We are the following shareholder/shareholder group:

| No. | Shareholder name | ID/ERC No. | Number of shares owned | Ownership ratio / total Company shares (%) | Signature |
|-----|------------------|------------|------------------------|--|-----------|
| 01 | | | | | |
| 02 | | | | | |
| 03 | | | | | |
| 04 | | | | | |
| 05 | | | | | |

Total:

We request the nomination of the following person as a candidate for election to supplement the Supervisory Board for term VI, 2026-2030 at the 2026 Annual General Meeting of Shareholders Higher Education and Vocational Book Joint Stock Company on 12/06/2026:

Candidate full name:

Permanent address:

Contact address:

ID No.: Issued by: Date of issue:

Professional qualification:

We attach a copy of the above person's ID/Citizen ID/Passport bearing his/her name.

Respectfully,

**Shareholder/Representative of shareholder group
(Sign, full name and seal if any)**

Please send this notice to: Organizing Committee of the 2026 Annual General Meeting of Higher Education and Vocational Book Joint Stock Company

Address: 187B Giang Vo - O Cho Dua Ward - Hanoi

Telephone: 0243 9717189 Fax: 0243 9717189

Deadline: before 16:00 on/...../2026



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APPLICATION/NOMINATION FORM FOR CANDIDATE

Board of Directors Member

To: **Organizing Committee of the 2026 Annual General Meeting of Shareholders**
Higher Education and Vocational Book Joint Stock Company

Shareholder:

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

Address:

Legal representative if shareholder is an organization:

Current number of shares owned: shares

(in words:)

Corresponding to total par value: VND

After reviewing the conditions and criteria for self-nomination/nomination as a member of the Board of Directors under the Law on Enterprises, the Company Charter and the Notice on nomination/self-nomination of candidates for additional election as Board of Directors members for term V (2026-2030) of Higher Education and Vocational Book Joint Stock Company, I request:

1. Self-nomination as a member of the Board of Directors ☐

2. Nomination by shareholder of another person as a member of the Board of Directors ☐

- Full name of nominated person:

- Date of birth:

- ID/Citizen ID/Passport No.: Date of issue: Place of issue:

- Address:

- Other information:

(Shareholders self-nominating/nominating shall mark "x" in the corresponding blank box. The nomination/self-nomination form shall be sent to the Company together with the candidate dossier.)

....., date month year 2026

Shareholder

Dossier enclosed:

- Valid copy of ID/Citizen ID/Passport;
- Valid copies of relevant degrees;
- Candidate curriculum vitae according to the form.

Please send the candidate application/nomination form to:

Organizing Committee of the 2026 Annual General Meeting of Shareholders

Higher Education and Vocational Book Joint Stock Company

Address: 3rd Floor, Building B, 187B Giang Vo - Hanoi

Telephone: 0243.9717189 Fax: 0243.9717189

Deadline: before 16:00 on 02/06/2026