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## **REGULATIONS**

### **ON THE ORGANIZATION OF THE 2026 ANNUAL GENERAL MEETING OF SHAREHOLDERS CENTRAL PHARMACEUTICAL CPC1.JSC**

#### **I. GENERAL PROVISIONS**

##### **Article 1. Scope of application**

These Regulations apply to the organization of the 2026 Annual General Meeting of Shareholders of Central Pharmaceutical CPC1.JSC (“**the Company**”).

##### **Article 2. Applicable subjects**

These Regulations stipulate the conditions for organizing the Meeting, as well as the rights and obligations of participants and the procedures for conducting the Meeting.

##### **Article 3. Interpretation of terms**

1. “Electronic voting” means the act whereby shareholders or their authorized representatives use computers, tablets, mobile phones, or other internet-connected devices to vote at the 2026 Annual General Meeting via the electronic voting system designated by the Company.

2. Electronic voting system means the software/application system provided by the Company to enable shareholders/authorized representatives to exercise their rights at the Meeting, including but not limited to voting and elections.

3. Identification factors mean necessary information used to accurately identify an individual/entity in a specific context.

4. Abbreviations:

- GMS/Meeting: General Meeting of Shareholders
- BOD: Board of Directors

##### **Article 4. Effectiveness**

All shareholders and participants attending the 2026 Annual General Meeting must comply with these Regulations.

#### **II. RIGHTS AND OBLIGATIONS OF ATTENDEES**

##### **Article 5. Rights and obligations of attending shareholders**

###### **1. Conditions for attendance:**

1.1 The Meeting includes shareholders (individuals or organizations) holding voting shares as per the shareholder list finalized by the Vietnam Securities Depository and Clearing Corporation as of 20 March 2026, or duly authorized representatives.

1.2 The legal representative of an organizational shareholder shall automatically have the right to represent such organization or may authorize another person to attend the General Meeting of Shareholders. An organizational shareholder has the right to appoint one or more authorized representatives to exercise its shareholder rights in accordance with the law. In the event that more than one authorized representative is appointed, the number of shares and voting rights allocated to each representative must be clearly specified.

1.3 Voting, elections, and discussions shall be conducted via the Company's electronic voting system.

1.4 Shareholders/authorized representatives must have an internet-connected electronic device, including but not limited to a personal computer/laptop, tablet, mobile phone, or other internet-enabled devices, and must have activated their access account in accordance with the Company's instructions.

**2. Rights and obligations of shareholders/authorized representatives attending the Meeting:**

2.1 Shareholders or their authorized representatives have the right to attend the Meeting and vote on all matters in accordance with the Law on Enterprises and relevant legal regulations.

2.2 Upon attending the Meeting, each shareholder or authorized representative must present the Invitation Letter, Authorization Letter, and ID card/Citizen ID or passport to the Shareholder Eligibility Verification Committee. Detailed instructions for electronic voting are available on the Company's website: <https://cpc1.com.vn/co-dong/>

2.3 In case shareholders/authorized representatives arrive late, they may still attend, discuss, and vote after completing registration procedures. The Presidium is not obliged to delay the Meeting for late arrivals; previously conducted voting results remain valid.

2.4 Shareholders may attend in person or authorize another person to attend the GMS (no further delegation is permitted) and must comply with these Regulations.

2.5 Shareholders or their authorized representatives must complete registration procedures with the Organizing Committee upon arrival.

2.6 During the Meeting, discussions shall be conducted via the electronic voting system. Statements must be concise and relevant to the agenda. Each speech is limited to 3 minutes. Shareholders must not repeat previously stated opinions, and only relevant comments will be recorded in the Minutes. The Presidium will address selected questions within the allotted discussion time; unanswered questions will be addressed later by appropriate means.

2.7 Shareholders must strictly comply with the Meeting regulations, follow the instructions of the Presidium, and respect the voting results of the GMS.

2.8 Shareholders must keep confidential all access account information (including username, identification factors, and password) to ensure that only they can vote on the electronic voting system, except when shared with their authorized representative. Shareholders are responsible for ensuring that their authorized representatives comply with this provision.

2.9 Shareholders are fully responsible for any risks or disputes arising from the use of their electronic voting accounts. Participation and voting conducted via valid login credentials shall be deemed as the shareholder's intention.

2.10 Shareholders/authorized representatives must promptly notify the Company upon discovering that their login credentials or related information have been lost, stolen, disclosed, or suspected to be compromised, in order to block access. Shareholders bear full responsibility for any damages or losses arising from such incidents caused by themselves or their authorized representatives.

2.11 Audio or video recording of the Meeting must be publicly announced and approved by the Chairperson.

2.12 Shareholders shall bear their own expenses for attending the Meeting (travel, accommodation, meals, etc.).

2.13 Other rights and obligations shall be governed by the Law on Enterprises, the Company's Charter, and the Meeting agenda.

2.14 Shareholders must not engage in any acts that obstruct or disrupt the Meeting, affecting its fairness and legality.

2.15 Shareholders must comply with the direction and control of the Presidium.

## **Article 6. Rights and Obligations of the Chairperson and the Secretariat**

### **6.1 Rights and obligations of the Chairperson**

- The General Meeting of Shareholders (GMS) shall be chaired and presided over by the Chairperson of the Board of Directors (BOD).

- The Chairperson's decisions regarding procedures, formalities, or matters arising outside the Meeting agenda shall be final and binding.

- The Chairperson may take all necessary actions to ensure the Meeting is conducted in a lawful, orderly manner and reflects the will of the majority of attending shareholders.

- The Chairperson has the right not to respond to, or only to record, shareholders' comments if such comments fall outside the matters submitted to the Meeting.

- The Chairperson shall appoint the Secretariat.

- Without requiring approval from the Meeting, the Chairperson may adjourn the GMS at any time (in accordance with the Law on Enterprises and the Company's Charter) to another time and/or venue if:

+ The meeting venue does not have sufficient seating capacity for all attendees;

+ There are disruptions or disorder caused by attendees that may prevent the Meeting from being conducted fairly and lawfully;

+ The adjournment is necessary to ensure the proper conduct of the Meeting. The total adjournment period shall not exceed 03 (three) days from the originally scheduled opening date.

### **6.2 Rights and obligations of the Secretariat**

The Secretariat shall consist of 02 members, nominated by the Organizing Committee and approved by the Meeting. The Secretariat is accountable to the Presidium and the Meeting for the following duties:

- Accurately and fully recording all contents of the Meeting;

- Presenting the draft Minutes and Resolution of the Meeting.

### **Article 7. Rights and Obligations of the Shareholder Eligibility Verification Committee**

The Shareholder Eligibility Verification Committee shall be established by the Board of Directors of Central Pharmaceutical CPC1.JSC and shall perform the following duties:

1. Verify the eligibility of shareholders or their authorized representatives by requiring presentation of the Invitation Letter, ID/Citizen ID or passport, and Authorization Letter (if applicable).
2. Provide access links to the electronic voting system and/or distribute meeting materials.
3. Report to the Meeting and take responsibility for the results of shareholder eligibility verification.

### **Article 8. Rights and Obligations of the Vote Counting Committee**

1. The Vote Counting Committee shall consist of 03 members (including one Head), nominated by the Organizing Committee and approved by the Meeting.
2. The Committee shall have the following duties:
  - Explain the election regulations, list of candidates for the Board of Directors, voting procedures, and instructions for voting in accordance with the Election Regulations.
  - Determine the results of shareholder voting and election results at the Meeting.
  - Supervise and monitor the voting process of shareholders or their representatives; organize vote counting, prepare minutes of vote counting, and announce the results before the Meeting.

All activities related to vote counting, preparation of minutes, and announcement of results must be conducted honestly and accurately. The Vote Counting Committee shall be fully responsible for the results.

## **III. CONDUCT OF THE MEETING**

### **Article 9. Conditions for holding the Meeting**

The General Meeting of Shareholders (GMS) shall be held when attending shareholders represent at least 51% of the total voting shares according to the shareholder list of Central Pharmaceutical CPC1.JSC finalized on 20 March 2026.

a. If the required quorum is not met within thirty (30) minutes from the scheduled opening time, the convener shall cancel the Meeting. The GMS must be reconvened within thirty (30) days from the originally scheduled date. The reconvened Meeting shall be valid if attending shareholders and their authorized representatives represent at least 33% of the total voting shares;

b. If the second Meeting cannot be held due to lack of quorum within thirty (30) minutes from the scheduled time, a third Meeting may be convened within twenty (20) days from the date of the second Meeting. In this case, the Meeting shall be valid regardless of the number of attending shareholders or authorized representatives and shall have full authority to decide on all matters originally submitted to the first Meeting.

## **Article 10. Electronic voting**

1. Voting time: Electronic voting may be conducted immediately after shareholders/authorized representatives complete on-site registration and successfully log into the electronic voting system, or at the time each voting or election item arises during the Meeting. After the voting period as notified by the system ends, no further votes will be accepted, and submitted votes cannot be changed.

### 2. Electronic voting procedures

a/ Shareholders shall use their access accounts to log into the electronic voting system provided by the Company in accordance with instructions published on the Company's website.

b/ Shareholders shall vote by selecting one of the following options for each item: "Approve", "Disapprove", or "No opinion", and confirm submission for the system to record the result. This method applies to the approval of reports and proposals. Voting results for each item shall be reported by the Vote Counting Committee.

c/ Eligible voters include shareholders or authorized representatives who have registered and participated in electronic voting at the time of voting; their number forms the basis for calculating voting percentages.

d/ If a shareholder logs in but does not vote on a specific item before the voting deadline, such shareholder shall be deemed to have waived their right to vote on that item; their shares shall not be counted toward the total votes cast for that item.

e/ In the event that a shareholder encounters any issues with voting on the System, the shareholder shall contact the Company in accordance with the instructions provided in the meeting invitation or as announced by the Organizing Committee during the Meeting in order to receive support in completing the voting process.

f/ Once the system closes voting for an item, shareholders cannot change their votes. The recorded result shall be final, and the Company shall not be liable for voting outcomes once shareholders have validly logged in and voted.

g/ Election of Board of Directors members via the electronic voting system shall be conducted in accordance with the approved nomination and election regulations.

h/ Validity of votes: A valid vote is one that is properly submitted on the system by a shareholder or authorized representative who has selected a voting option.

## **Article 11. Adoption of resolutions of the GMS**

1. Resolutions on the following matters shall be adopted if approved by at least 65% of the total votes of attending shareholders and their authorized representatives:

- a) Amendments and supplements to the Company's Charter;
- b) Types and total number of shares of each class;
- c) Reorganization or dissolution of the Company;
- d) Changes in business lines and sectors;
- e) Investment projects or sale of assets valued at 35% or more of the Company's total assets as stated in the most recent financial statements.

2. Resolutions on other matters shall be adopted if approved by more than 50% of the total votes of attending shareholders and their authorized representatives.

3. Election of Board of Directors members shall be conducted using the cumulative voting method.

4. Approved matters shall be summarized in the Resolution of the GMS.

#### **IV. CLOSING OF THE MEETING**

##### **Article 12. Minutes and Resolution of the Meeting**

All contents of the GMS must be recorded in the Minutes by the Secretariat. The Minutes and Resolution shall be read and approved before the closing of the Meeting and shall be archived by the Company.

#### **V. OTHER PROVISIONS**

##### **Article 13. Cases where the Meeting is not successfully held**

- If the first Meeting does not meet the quorum as prescribed, a second Meeting shall be convened within thirty (30) days from the originally scheduled date. The second Meeting shall be valid if attending shareholders represent at least 33% of the total voting shares.

- If the second Meeting still fails to meet the quorum, a third Meeting shall be convened within twenty (20) days from the scheduled date of the second Meeting. In this case, the Meeting shall be valid regardless of the number of attending shareholders.

#### **VI. IMPLEMENTATION PROVISIONS**

##### **Article 14. Effectiveness**

These Regulations consist of 6 sections and 14 articles and shall take effect immediately upon approval by the 2026 Annual General Meeting of Shareholders of Central Pharmaceutical CPC1.JSC.

All shareholders and members of the Organizing Committee of the 2026 Annual General Meeting are responsible for the implementation of these Regulations.

**ON BEHALF OF THE BOARD OF DIRECTORS  
CHAIRWOMAN**

**Han Thi Khanh Vinh**