

DRAFT

*Hanoi, March 2026*

**GUIDELINES FOR SHAREHOLDERS ON ELECTRONIC VOTING  
AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

**To: VALUE SHAREHOLDERS**

**CENTRAL PHARMACEUTICAL CPC1.JSC RESPECTFULLY ANNOUNCES AND PROVIDES  
GUIDANCE TO SHAREHOLDERS ON CONDUCTING ELECTRONIC VOTING AT THE 2026  
ANNUAL GENERAL MEETING OF SHAREHOLDERS AS FOLLOWS:**

- 1. Time of the Meeting: 08:30 AM, 21 April 2026 (Tuesday).**
- 2. Venue:** No. 87 Nguyen Van Troi Street, Phuong Liet Ward, Hanoi.
- 3. Information disclosure website:** <https://www.cpc1.com.vn/co-dong/>
- 4. Meeting format: In-person.**
- 5. Access to the electronic voting system:**

**5.1. Preparation:** Shareholders are required to have one of the following devices with internet access: personal computer/laptop/tablet/smartphone.

**5.2. Identity verification at the Meeting:** Shareholders/authorized representatives must present the invitation letter, ID card/Citizen ID/Passport, and authorization letter (if applicable) to the Shareholder Eligibility Verification Committee for instructions on accessing the electronic voting system.

**5.3. Login via QR code:**

After successful authentication, shareholders shall use their mobile phone/tablet to scan the QR code provided by the Organizing Committee to log into the system, then click **Complete** to secure the session.

**Note:** Shareholders should keep the meeting session active on the browser and avoid closing it to prevent losing login information. In case the browser is accidentally closed, please contact the Organizing Committee for re-login support.

**6. Electronic voting method:**

To conduct voting and election, shareholders select the **Voting and Election** function on the system.

6.1. For reports, proposals, minutes, and resolutions: Shareholders shall select one (01) of the following three (03) options: “Approve”, “Disapprove”, or “Abstain”, and click “Submit” to complete the voting.

6.2. For the election of members of the Board of Directors: Voting shall be conducted based on the cumulative voting method as specified in the Regulations on nomination, candidacy, and election of additional members of the Board of Directors of Central Pharmaceutical CPC1. JSC for the 2026–2031 term.

