

Nghe An, April , 2025

**ORGANIZATIONAL REGULATIONS
2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
HUA NA HYDROPOWER JOINT STOCK COMPANY**

Article 1. Objectives

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

Article 2. Subjects and Scope

- This Regulation stipulates the conditions and format for organizing the Annual General Meeting of Shareholders (GMS) of Hua Na Hydropower Joint Stock Company and the rights and obligations of the parties attending the GMS;
- The shareholders and participants in the General Meeting are responsible for complying with this Regulation.

Article 3. Rights and obligations of shareholders attending GMS:

1. Conditions for attending the GMS: All shareholders who are legal persons, natural persons or representatives of shareholders owning voting shares of the Company on the record date list of shareholders entitled to attend the 2025 Annual GMS
2. Rights of shareholders attending the meeting:
 - To be notified of the invitation to the meeting via an invitation letter sent to the address according to the List of shareholders entitled to attend the GMS, at the Company's website (<http://huana.com.vn>). The documents of the GMS are publicly posted on the Company's website and distributed to shareholders at the GMS for consideration and discussion directly at the GMS.
 - To directly attend or authorize representatives to attend the GMS and to make comments and vote on issues stated in the agenda of the GMS.
 - Shareholders who come to the GMS late have the right to register to attend immediately and then have the right to participate and vote at the GMS; but

do not have the right to participate and vote on the contents approved by the GMS before their presence (the validity of the votes that have been conducted will not be affected).

3. Obligations of shareholders attending the GMS:

- Comply with this Regulation.
- Respect the executive power of the GMS Chairman and the voting results which are conducted in a valid manner.
- Bear the cost of travel and accommodation to attend the GMS.
- Each shareholder and shareholder representative when attending the GMS must bring a Power of Attorney (in case of authorization), identity documents (ID card or passport) and an invitation letter to submit to the Shareholder Qualification Verification Board.
 - In case the shareholder is an individual, the authorization document must be signed by that shareholder.
 - In case the shareholder is a legal entity/institution, the authorization document must be stamped and signed by the legal representative of that legal entity/institution.
- In order to facilitate the organization of the GMS, shareholders send a confirmation of attendance to the Company at the address and time stated in the Meeting Invitation Letter.
- Shareholders attending the GMS are present at the prescribed time and must complete the registration procedures with the Shareholder Qualification Verification Committee and receive the Voting Ballots and Voting Cards,...
- Strictly abide by the rules of the GMS and respect the results of the GMS.

Article 4: Rights and obligations of the Shareholder Verification Committee

- The Shareholder Verification Committee shall be nominated by the Board of Directors (BOD) (the Head of the Supervisory Board shall be the Head of the Committee).
- The Shareholder Verification Committee shall:
 - Check the status of shareholders or authorized representatives to attend the meeting: Identity documents (ID card or Passport); Invitation letters; Power of attorney (if any);
 - Distribution of materials related to the GMS to shareholders or authorized representatives;
 - Report to the GMS on the results of the shareholders's qualification before the GMS is officially conducted.

- In case the person attending the GMS is not fully qualified to attend the GMS, the Shareholder Verification Committee has the right to refuse to issue the Voting Ballots and other documents related to the GMS.

Article 5. Rights and obligations of the Vote Counting Committee.

- The vote counting committee is nominated by the Chairman and voted and approved by the GMS.
- The vote counting committee has the following tasks:
 - Determine the voting results of shareholders on issues approved at the GMS.
 - Inspect and supervise the voting and election of shareholders or representatives attending the GMS; Summarize the number of voting shares according to each content, count election votes, make vote counting minutes and announce the results before the GMS.
- In the process of performing its tasks, the Vote Counting Committee must work honestly and accurately and take responsibility for the voting and election results.

Article 6.- Rights and obligations of the Chairman of the GMS and the Secretariat of the GMS

1. Chairman of the GMS

- The Chairman of the BOD is the person who presides over meeting of the GMS
- The Chairman shall control the GMS in accordance with the GMS agenda and the Regulation approved by the GMS.
- The Chairman guides the GMS to discuss, collect votes on issues in the agenda and related issues during the GMS.
- The Chairperson has the right to take necessary measures to control the meeting in a reasonable, orderly manner, in accordance with the approved program and reflect the wishes of the majority of the participants.
- The Chairman's decision on the order, procedures or events arising outside the agenda of the GMS shall be of the highest judgment.
- The chairman has the right to request the competent agency to maintain the order of the meeting; expelling those who do not comply with the executive authority of the Chairman, deliberately disturb the order, and prevent the normal progress of the meeting.
- The Chairman has the right to postpone the GMS to another time or change the venue if it finds that:
 - The behavior of those present obstructs or is likely to obstruct the orderly development of the meeting.

- The postponement is necessary for the GMS to be carried out in a valid manner.
2. Secretariat
- The Secretariat of the GMS was nominated by the Chairman and voted for approval by the GMS.
 - The Secretariat shall perform the tasks assigned by the Chairman, specifically as follows:
 - Fully and honestly record all contents of the GMS and issues that have been approved or noted by shareholders/shareholders' representatives at the GMS.
 - Draft Minutes and Resolutions of the GMS on issues approved at the GMS.
 - Other tasks as assigned by the Chairman.

Article 7. Conducting the GMS

The GMS shall be conducted when the number of shareholders attending the GMS represents more than 50% of the voting shares according to the list of shareholders made when deciding to convene the GMS.

Article 8. Voting at the GMS:

The voting to approve the contents of the GMS shall comply with the specific provisions of *the "Voting Rules"*.

Article 9. Minutes and resolutions of the GMS

- All contents at the GMS must be recorded by the Secretariat of the GMS in the Minutes of the GMS
- The minutes of the GMS must be read and approved before the closing of the GMS.
- The minutes of the GMS are the basis for issuing the resolution of the GMS.
- Based on the results at the GMS, the Chairman issued a Resolution of the GMS on the issues approved by the GMS.

Article 10. Effect of the Regulation

This Regulation includes 10 Articles to be read publicly before the 2025 Annual GMS to be held on April 17, 2025 and take effect immediately after being voted and approved by the GMS

**ON BEHALF OF GMS
CHAIRMAN OF THE BOD**

Hoang Xuan Thanh