

Ho Chi Minh City, April 22nd, 2019

WORKING AND VOTING REGULATION

AT THE 2019 ANNUAL GENERAL MEETING OF SHAREHOLDERS

In order to organize the 2019 Annual General Meeting of Shareholders formally, eligibly and successfully, Shareholders are respectfully required to strictly conduct their rights and duties as follows:

1. All shareholders whose names were on the list of the Company's shareholders on 16th April 2019 issued by Vietnam Securities Depository – HCMC Branch are entitled to attend the 2019 Annual General Meeting of Shareholders.
2. Shareholders or representatives, who registered to attend the 2019 Annual General Meeting of Shareholders have the rights to discuss and vote during the meeting.
3. The General Meeting of Shareholders is hosted by Chairman. Shareholders who attend the Meeting must follow the orders of the Chairman for a smooth, fast and eligible Meeting.
4. When shareholders register to attend the Meeting, the Company will provide each shareholder or authorized representative a Voting Statement and a Voting Note, which includes attending code, name of shareholders and his/her number of shares.

4.1. Voting Note:

- Applied for such contents: Adoption of members of the Chairman Board, Secretary Board, Vote Counting Committee; Working and voting regulation at the Meeting; the Meeting agenda; the Meeting Minutes, Resolution and other arising issues at the Meeting.
- Shareholders vote by raising Voting Note in accordance with the orders of the Chairman or representative of the Meeting Organization Committee (before adopting members of the Chairman Board) to show opinions: Approve or Disapprove or Abstention

4.2. Voting Statement:

- Shareholders vote by Voting Statement for main contents of the Meeting (except other contents voted by Voting Note stated above) by marking (X or ✓) into a cell named **Approve** or **Disapprove** or **Abstention** of each content shown on Voting Statement.
- Voting Statement is invalid if it is not issued by the Company, added information or signs...without request by the Chairman of the Meeting; erased, amended, torn, not in good shape. If Voting Statement is not marked clearly, is marked none or more than 2 statuses for the contents to be voted, the vote for such contents shall be considered invalid.
- In a Voting Statement, the contents that need to be voted have to be separately voted. Therefore, the error made in voting of one content will not affect the validity of the other contents
- In case of marking the wrong status or Voting Statement is not in good shape, shareholders may contact the Organization Committee to receive new Voting Statement and return the old one.

- In case of having registered to attend the Meeting but cannot stay until the end of the Meeting due to important reasons, shareholders must return Voting Statement that has not been used to the Organization Committee before leaving. If Shareholders do not return the Voting Statement to the Organization Committee, Vote Counting Committee will consider that Shareholders approve all contents.
 - Time for voting is counted since the Chairman or Head of Vote Counting Committee announces the beginning of the vote until no more shareholders/representatives put any Statement into the Statement box.
5. The Vote Counting Committee is responsible for making the Minute of counting Approve, Disapprove, Abstention votes for each voted content, and reporting the results to the General Meeting of Shareholders. The Leader of Vote Counting Committee will announce the result of the voting count for each content after voting.
 6. Shareholders who come to the Meeting late have the right to register immediately to be able to join and vote for next contents at the Meeting. The Chairman has no duty to postpone the Meeting to wait for the late attendant's register; thus, the results of previous voting sections will not be affected.
 7. The decision of the Meeting is approved by the voting ratio as stated in Article 21 of the Company Charter.
 8. The Meeting content is fully recorded by the Secretary Board in the Minute of Meeting, which will be adopted before closing the Meeting.
 9. This Regulation of working and voting is announced and voted for approval of shareholders at the General Meeting of Shareholders. If it is approved by 51% or more of all attendants, it will be effective and enforceable for all shareholders

On Behalf of the Board of Directors

CHAIRMAN

(Signed)

NGUYEN ANH NHUONG TONG