

PROPOSAL FOR THE PROMULGATION OF THE REGULATIONS ON THE PROCEDURES, ORDER FOR CONVENING AND VOTING AT THE COMPANY'S GENERAL MEETING OF SHAREHOLDERS

2026

Submit to: The General Meeting of Shareholders of VietinBank Securities Joint Stock Company

Pursuant to the provisions of Clause 1, Article 7 of Circular No. 121/2020/TT-BTC dated December 31, 2020, of the Ministry of Finance on the operation of securities companies regarding: "*A securities company must establish internal regulations on the procedures, order for convening and voting at the General Meeting of Shareholders and the Members' Council, and such regulations must be approved by the General Meeting of Shareholders and the Members' Council*", VietinBank Securities Joint Stock Company has prepared a draft Regulations on the procedures, order for convening and voting at the Company's General Meeting of Shareholders based on the provisions of the Law on Enterprises, the Law on Securities, and the contents specified in Articles 25 to 35 of the Charter on the Organization and Operation of the Company.

Therefore, the Board of Directors of the Company respectfully submits to the General Meeting of Shareholders for consideration and approval of the Regulations on the procedures, order for convening and voting at the Company's General Meeting of Shareholders (*in accordance with the draft Regulations on the procedures and order for convening and voting at the Company's General Meeting of Shareholders attached to this Proposal*); and authorizes the competent person to sign and promulgate the Regulations on the procedures, order for convening and voting at the Company's General Meeting of Shareholders after being approved by the General Meeting of Shareholders.

Respectfully submitting to the General Meeting of Shareholders for approval.

Ha Noi, April, 20, 2026

**ON BEHALF OF BOARD OF DIRECTOR
CHAIRMAN**



[Signature]
Tran Phuc Vinh



VIETINBANK SECURITIES JOINT STOCK COMPANY

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REGULATIONS

ON THE PROCEDURES, ORDER FOR CONVENING AND VOTING AT THE GENERAL MEETING OF SHAREHOLDERS OF VIETINBANK SECURITIES JOINT STOCK COMPANY

Code QT.00.03.00

*(Approved for issuance under Resolution No. ___/2026/NQ-ĐHĐCD-VBSE dated
April 21, 2026 of the 2026 Annual General Meeting of Shareholders of VietinBank
Securities Joint Stock Company)*

HA NOI – April 2026

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CODE QT.00.03.00

(Approved for issuance under Resolution No. ___/2026/NQ-DHĐCĐ-VBSE dated April 21, 2026 of the 2026 Annual General Meeting of Shareholders of VietinBank Securities Joint Stock Company)

Chapter I GENERAL PROVISIONS

Article 1. Purpose

This Regulation provides for the procedures for convening and voting at the General Meeting of Shareholders of VietinBank Securities Joint Stock Company and other related matters.

Article 2. Governing Scope and Subjects of Application

2.1. Governing Scope

This Regulation governs the convening and voting at the General Meeting of Shareholders of VietinBank Securities Joint Stock Company in accordance with applicable laws.

2.2. Subjects of Application

This Regulation applies to VietinBank Securities in connection with convening and voting activities of the General Meeting of Shareholders.

Article 3. Reference Documents

- The Law on Enterprises No. 59/2020/QH14 was approved by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020 ("**Law on Enterprise**") and its amendments, supplements and guiding documents on implementation;

- The Law on Securities No. 54/2019/QH14 was approved by the National Assembly of the Socialist Republic of Vietnam on November 26, 2019 ("**Law on Securities**") and its amendments, supplements and guiding documents on implementation;

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- Decree No. 155/2020/NĐ-CP dated December 31, 2020 of the Government detailing the implementation of certain articles of the Law on Securities;

- Decree No. 245/2025/NĐ-CP dated September 11, 2025 of the Government amending and supplementing certain articles of Decree No. 155/2020/ND-CP dated December 31, 2020 of the Government detailing the implementation of certain articles of the Law on Securities;

- Circular No. 96/2020/TT-BTC dated November 16, 2020, of the Ministry of Finance, guiding the disclosure of information on the securities market;

- Circular No. 116/2020/TT-BTC dated December 31, 2020 issued by the Ministry of Finance, guiding a number of articles on corporate governance applicable to Public Companies under Decree No. 155/2020/NĐ-CP dated December 31, 2020 of the Government detailing the implementation of a number of articles of the Law on Securities;

- Circular No. 121/2020/TT-BTC dated December 31, 2020 issued by the Ministry of Finance governing the operations of securities companies;

- Charter on the Organization and Operation of VietinBank Securities Joint Stock Company;

- Other relevant legal documents.

Article 4. Explanation of Terms and Abbreviations

4.1. Explanation of Terms

For the purpose of this Regulation, the following terms are defined as follows:

- **The Company/VBSE:** VietinBank Securities Joint Stock Company;

- **Shareholder:** means any individual or organization owning at least one share of the Company;

- **General Meeting of Shareholders:** the Annual General Meeting of Shareholders or the Extraordinary General Meeting of Shareholders of the Company;

- **Charter:** Charter on the Organization and Operation of the Company.

4.2. Abbreviations:

- **GMS** : General Meeting of Shareholders
- **BOD** : Board of Directors
- **SSC** : State Securities Commission of Vietnam

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Chapter II

SPECIFIC PROVISIONS

Article 5. The meeting of the General Meeting of Shareholders

5.1. Quantity, time of meetings:

a. The General Meeting of Shareholders shall convene annual meetings once a year. In addition to the annual meeting, the General Meeting of Shareholders may convene an extraordinary meeting. The location of the meeting of the General Meeting of Shareholders shall be determined as the venue where the chairperson attends the meeting and must be within the territory of Vietnam. Members of the Board of Directors and Supervisors must attend the Annual meeting of the General Meeting of Shareholders to answer questions from shareholders at the meeting (if any); in case of force majeure, members of the Board of Directors and Supervisors must report in writing to the Board of Directors and the Board of Supervisors. In case the Audit Report of the Company's annual financial statements contains material exceptions, contrary audit opinions or refusals, the Company must invite a representative of the approved auditing organization to audit the Company's financial statements to attend the Annual meeting of the General Meeting of Shareholders and the representative of the approved auditing organization mentioned above shall be responsible for attending the Annual meeting of the General Meeting of Shareholders of the Company.

b. The Company must hold the Annual meeting of the General Meeting of Shareholders within four (04) months from the end of the fiscal year. In case it cannot hold the meeting within the above-mentioned time limit, the Company must report to the SSC in writing, stating the reasons, and must hold the Annual meeting of the General Meeting of Shareholders within the next two (02) months.

c. The Company may apply modern information technology for shareholders to attend ~~and~~ express their opinions at the meeting of the General Meeting of Shareholders through online meetings, electronic voting or other electronic forms as prescribed by the Law on Enterprises.

5.2. Authority to Convene the General Meeting of Shareholders:

The Board of Directors is responsible for convening the annual and extraordinary meetings of the General Meeting of Shareholders. The Board of Directors must convene an extraordinary meeting of the General Meeting of Shareholders in the following cases:

- a. The Board of Directors deems it necessary for the benefit of the Company;
- b. The quantity of remaining members of the Board of Directors or the Board of Supervisors is less than the minimum number of members as prescribed by law;

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c. At the request of a shareholder or group of shareholders as prescribed in Point 1, Clause 2, Article 21 of the Company's Charter. The request to convene a meeting of the General Meeting of Shareholders must be made in writing, containing the contents prescribed in Point m, Clause 2, Article 21 of this Company's Charter and must have full signatures of the relevant shareholders or the request must be made in multiple copies and must have full signatures of the relevant shareholders;

d. At the request of the Board of Supervisors;

e. Other cases as prescribed by law and the Company's Charter.

5.3. Convening an extraordinary meeting of the General Meeting of Shareholders:

a. The Board of Directors must convene a meeting of the General Meeting of Shareholders within thirty (30) days from the date of occurrence of the case specified in Point b, Clause 5.2 of this Article or receipt of a request to convene a meeting specified in Point c and Point d, Clause 5.2 of this Article. In case the Board of Directors fails to convene a meeting of the General Meeting of Shareholders as prescribed, the Chairman of the Board of Directors and members of the Board of Directors must compensate the Company for any damages arising.

b. In case the Board of Directors fails to convene the meeting of the General Meeting of Shareholders as prescribed in Point a, Clause 5.3 of this Article, within the next thirty (30) days, the Boards of Supervisors shall replace the Board of Directors in convening the meeting of the General Meeting of Shareholders as prescribed in this Company's Charter. In case the Board of Supervisors fails to convene the meeting of the General Meeting of Shareholders as prescribed, the Boards of Supervisory shall compensate the Company for any damages arising.

c. In case the Board of Supervisors fails to convene a meeting of the General Meeting of Shareholders as prescribed in Point b, Clause 5.3 of this Article, the shareholder or group of shareholders specified in Point 1, Clause 2, Article 21 of the Company's Charter shall have the right to represent the Company to convene a meeting of the General Meeting of Shareholders in accordance with the Company's Charter and the provisions of law.

d. All costs of convening and conducting the meeting of the General Meeting of Shareholders according to points a, b and c, Clause 5.3 of this Article shall be reimbursed by the Company. These costs exclude expenses incurred by shareholders when attending the General Meeting of Shareholders, including accommodation and travel expenses.

5.4. The person convening the meeting of the General Meeting of Shareholders must perform the following tasks:

a. Prepare the list of shareholders eligible to attend the meeting of the General Meeting of Shareholders. The list of shareholders eligible to attend the General Meeting of Shareholders

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shall be prepared not sooner than ten (10) days before the day on which the invitation to the meeting of the General Meeting of Shareholders is sent;

The list of shareholders entitled to attend the meeting of the General Meeting of Shareholders must include the full name, contact address, nationality, and legal identification number for individual shareholders; name, business code or legal document number of the organization, head office address for organizational shareholders; quantity of shares of each class, number and date of shareholder registration of each shareholder;

- b. Provide information and resolve complaints related to the shareholder list;
- c. Prepare meeting agenda and content, and prepare relevant materials in accordance with Company's regulations and applicable laws;
- d. Draft the resolutions of the General Meeting of Shareholders in accordance with the proposed content of the meeting; list and detailed information of candidates in case of elections of members of the Board of Directors or Board of Supervisors;
- e. Determine the time and venue of the meeting;
- f. Send meeting invitations to each eligible shareholder to attend the meeting according to the following provisions:

The notice of invitation to the meeting of the General Meeting of Shareholders shall be sent to all shareholders on the list of shareholders eligible to attend the meeting by a method that ensures it reaches the shareholders' contact addresses and is posted on the Company's website, and shall be announced in accordance with the provisions of law. The person convening the meeting of the General Meeting of Shareholders must send the notice of invitation to the meeting to all shareholders on the list of shareholders eligible to attend the meeting at least twenty-one (21) days before the opening date of the meeting of the General Meeting of Shareholders (calculated from the date the notice is validly sent or transmitted). The notice of invitation to the meeting must include the name, head office address, enterprise code/license number for establishment and operation; the name and contact address of the shareholder as recorded by the Vietnam Securities Depository and Clearing Corporation, time, venue of the meeting and other requirements for meeting attendees. The agenda of the meeting of the General Meeting of Shareholders, documents used in the meeting, draft Resolutions for each issue in the agenda, and Voting Slips shall be sent to shareholders together with the notice of invitation to the meeting, or may be replaced by posting on the Company's website. In the event the documents are not sent together with the notice of invitation to the meeting of the General Meeting of Shareholders, the notice of invitation to the meeting must specify the link to all meeting documents for shareholders to access, including:

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- (i) Meeting agenda and issued-related documents used in the meeting;
 - (ii) List and detailed information of candidates in case of election of members of the Board of Directors or Supervisors (if any);
 - (iii) Voting Slips;
 - (iv) Drafted resolutions for each issue on the meeting agenda.
- g. Perform other tasks in support of the General Meeting of Shareholders.

Article 6. Agenda and content of the meeting of the General Meeting of Shareholders

6.1. The annual meeting of the General Meeting of Shareholders discusses and approves the following issues:

- a. The Company's annual business;
- b. Audited annual financial statements;
- c. Report of the Board of Directors on the management and performance of the Board of Directors and each member of the Board of Directors;
- d. Report of the Board of Supervisors on: (i) the Company's income statement; (ii) performance results of the Board of Directors and General Director; (iii) self-assessment of performance results of the Board of Supervisors and Supervisors;
- e. Dividend level for each share of each class;
- f. Other issues under the authority prescribed by the Law on Enterprises, current legal documents and the Company's Charter.

6.2. The person convening the meeting of the General Meeting of Shareholders must prepare the agenda and content of the meeting.

6.3. Shareholders or groups of shareholders specified in Point 1, Clause 2, Article 20 of this Company's Charter have the right to propose issues to be included in the agenda of the meeting of the General Meeting of Shareholders. The proposal must be in writing and sent to the Company at least three (03) working days before the opening date of the meeting of the General Meeting of Shareholders. The proposal must specify the full name of the shareholder, permanent address, nationality, Personal Identification number, Passport or other legal personal identification for individual shareholders; name, business code or establishment decision number, head office address for organizational shareholders; number of shares for each class of shares owned by the shareholder or equivalent information, and the proposed issues to be included in the agenda.

6.4. In case the person convening the meeting of the General Meeting of Shareholders refuses the proposal specified in Clause 6.3 of this Article, he/she must respond in writing and

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state the reasons no later than two (02) working days before the opening date of the meeting of the General Meeting of Shareholders. The person convening the meeting of the General Meeting of Shareholders may only refuse the proposal if it falls under one of the following cases:

- a. The proposal was sent not in accordance with the provisions of Clause 6.3 of this Article;
- b. The proposed issue is not within the decision-making authority of the General Meeting of Shareholders;
- c. At the time of the proposal, the shareholder or group of shareholders does not hold five percent (05%) or more of the total number of ordinary shares as prescribed in Point 1, Clause 2, Article 20 of the Company's Charter; or
- d. Other cases as prescribed by the Company's Charter and substantive law.

6.5. The convener of the meeting of the General Meeting of Shareholders must accept and include the proposal specified in Clause 6.3 of this Article in the proposed agenda and content of the meeting, except for the case specified in Clause 6.4 of this Article; the proposal shall be officially added to the agenda and content of the meeting if approved by the General Meeting of Shareholders.

Article 7. Exercising the right to attend the meeting of the General Meeting of Shareholders

7.1. Shareholders and authorized representatives of organizational shareholders may directly attend the meeting or authorize in writing one or more other individuals or organizations to attend the meeting or attend the meeting through one of the forms specified in Clause 7.3 of this Article. The Company has the right to refuse the authorized party to attend the meeting of the General Meeting of Shareholders in case the authorization document is not implemented in accordance with the provisions of law and Company's Charter, or the content and scope of authorization are unclear or not specific.

7.2. The authorization for an individual or organization to attend the meeting of the General Meeting of Shareholders as prescribed in Clause 7.1 of this Article must be made in writing ("Letter of authorization"). The letter is made in accordance with the provisions of civil law and must contain the following main contents: name, contact address, legal document number of the authorizing shareholder and the authorized party; number of authorized voting shares; content and scope of authorization; authorization period; signature and title of the legal representative (in case the shareholder is an organization authorizing and/or the authorized party is an organization) of the authorizing party and the authorized party.

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The authorized party attending the meeting of the General Meeting of Shareholders must submit the initial Letter of authorization (in case of re-authorization, the meeting attendee must also present the initial letter of the shareholder, the authorized representative of the organizational shareholder (if not previously registered with the Company along with the re-authorization document) along with a certified copy of his/her legal documents and other relevant documents (if any as required by the Company) when registering to attend the meeting. The Letter of authorization of a foreign individual or organizational shareholder must be consularly legalized and/or translated and notarized in accordance with the provisions of Vietnamese law.

7.3. Shareholders are considered to attend and vote at the meeting of the General Meeting of Shareholders in the following cases:

- a. Attend and vote directly at the meeting;
- b. Authorize other individuals or organizations to attend and vote at the meeting;
- c. Attend and vote via online conference, electronic voting, or other electronic form;
- d. Send the voting slips to the meeting via mail, fax, or email.

7.4. The voting slips of the authorized person within the scope of authorization remain valid when one of the following cases occurs:

- a. The authorizing person has died, has limited civil act capacity or has lost civil act capacity;
- b. The authorizing person has revoked the appointment of the authorization;
- c. The authorizing person has revoked the authority of the authorized person.

This Article shall not apply in the event that the Company receives notice of one of the above events before the opening of the meeting of the General Meeting of Shareholders or before the meeting is reconvened.

Article 8. Conditions for conducting a meeting of the General Meeting of Shareholders

8.1. The meeting of the General Meeting of Shareholders is conducted when the number of shareholders attending the meeting represents more than fifty percent (50%) of the total number of votes.

8.2. In case the first meeting does not meet the conditions to be held as prescribed in Clause 8.1 of this Article within thirty (30) minutes from the scheduled opening time of the meeting, the convener shall cancel the meeting. The notice of invitation to the second meeting shall be sent within thirty (30) days from the scheduled date of the first meeting. The second

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meeting of the General Meeting of Shareholders shall be held when the number of shareholders attending the meeting represents thirty-three percent (33%) or more of the total number of votes.

8.3. In case the second meeting does not meet the conditions to be held according to the provisions of Clause 8.2 of this Article within thirty (30) minutes from the time of the scheduled opening of the meeting, the convener shall cancel the meeting. The notice of invitation to the third meeting must be sent within twenty (20) days from the date of the scheduled second meeting. The third meeting of the General Meeting of Shareholders shall be held regardless of the total number of votes of the shareholders attending the meeting.

8.4. Only the General Meeting of Shareholders has the right to decide to change the meeting agenda sent with the meeting invitation as prescribed in Point f, Clause 5.4, Article 5 of this Regulation.

Article 9. Procedures for conducting meetings and voting at the meeting of the General Meeting of Shareholders

9.1. Before the opening of the meeting, the Company must carry out the procedure of registering shareholders to attend the meeting of the General Meeting of Shareholders and must carry out the registration until all shareholders entitled to attend the meeting are present and registered. When registering shareholders, the Company shall issue to each shareholder or authorized representative with voting rights a Voting Card and/or Voting Slip with registration number, full name of the shareholder, full name of the authorized representative and the number of votes of that shareholder.

9.2. The election of the Chairman, Secretary and Vote Counting Committee of the meeting of the General Meeting of Shareholders is regulated as follows:

a. The Chairman of the Board of Directors acts as the chairman of the meeting or authorizes the member of the Board as the chairman of the meeting of the General Meeting of Shareholders convened by the Board of Directors. In the event that the Chairman is absent or temporarily loses their working capacity, the remaining members of the Board shall elect one of them as the chairman of the meeting in accordance with the majority principles. Where the chairman of the meeting cannot be elected, the Head of the Board of Supervisors shall control the General Meeting of Shareholders so that the chairman of the meeting may be elected from the participants and the person having the highest number of votes shall be the chairman of the meeting;

b. Except for the case specified in Point a of this Clause, the person who signs the convening of the meeting of the General Meeting of Shareholders shall arrange the General

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Meeting of Shareholders to elect the Chairman of the meeting and the person with the highest number of votes shall be the Chairman of the meeting;

c. The Chairman appoints one (01) or several people to act as meeting Secretary;

d. The General Meeting of Shareholders elects one (01) or several people to the Vote Counting Committee at the request of the Chairman of the meeting.

9.3. The agenda and content of the meeting must be approved by the General Meeting of Shareholders at the opening session. The agenda must clearly and specifically specify the time for each issue in the agenda.

9.4. The chairman is entitled to take necessary and proper measures to control the meeting in a valid, orderly manner, in accordance with the approved agenda and reflecting the expectations of the majority meeting attendees, including but not limited to the following contents:

a. Arrange the seat at the venue of the meeting of the General Meeting of Shareholders;

b. Secure everyone presenting at meeting locations;

c. Facilitate shareholders to attend (or continue to attend) the meeting.

The person convening the meeting of the General Meeting of Shareholders may, at his sole discretion, change the aforesaid measures and take all necessary measures. The applicable measures may include the issuance of access cards or the use of other optional forms.

d. The rights specified in Clause 9.7 of this Article.

9.5. The General Meeting of Shareholders shall discuss and vote on each issue on the agenda. The voting shall be carried out by collecting agreed votes, disagreed votes, and no opinion votes. The vote-checking results are announced by the Chairman right before closing the meeting.

9.6. Shareholders or authorized persons attending the meeting arriving after opening are still registered and have the right to vote immediately upon registration. The chairman is not obliged to suspend the meeting for late attendees to register. In this case, the effectiveness of any previously voted issues remain unchanged.

9.7. The person convening the meeting or Chairman of the meeting of the General Meeting of Shareholders has the following rights:

a. Require all meeting attendees to submit to checking or other reasonable, lawful security measures;

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b. Request the competent authorities to maintain the meeting order; expel any person from the meeting of the General Meeting of Shareholders who refuse to act against the chair's direction, cause disruption, obstruct the normal progress of the meeting or refuse to comply with rule on checking or the security measures.

9.8. The Chairman may adjourn the meeting of the General Meeting of Shareholders which the adequate number of participants are available to another time not exceeding three (03) working days since the intended opening date of the meeting and only adjourn the meeting or change the meeting venue in the following circumstances:

a. The location for the meeting does not have sufficient suitable seating for all of the attendees;

b. Communication devices at the current location are not sufficient for attending shareholders to discuss and vote;

c. There is a participant that obstructs or disrupts the order and threatens the fair and legal procedures of the meeting.

9.9. In case the chairman adjourns or suspends the meeting of the General Meeting of Shareholders against Clause 9.8 of this Article, the General Meeting of Shareholders shall elect another person from the attendees to replace the chairman in conducting the meeting until its completion; all resolutions approved at that meeting shall be effective.

9.10. In the event that modern technology is applied to organize the online meeting of the General Meeting of Shareholders, the Company is obligated to ensure that the shareholders may participate and vote with electronic voting forms or other electronic forms as specified in Company's Charter and other relevant legal provisions.

Article 10. Approval of resolutions of the General Meeting of Shareholders

10.1. The General Meeting of Shareholders shall approve resolutions within its competence by voting at the meeting or by obtaining written opinions. The Chairman of the meeting of the General Meeting of Shareholders shall have the right to decide to apply the voting method by using Voting Cards and/or Voting Slips or other forms as prescribed in Company's Charter and other relevant legal provisions.

10.2. The Company may widely use information technology in voting, including absentee voting through a secured electronic system, voting via the Internet or by telephone to facilitate shareholders' participation in the meeting of the General Meeting of Shareholders.

10.3. Resolutions of the General Meeting of Shareholders on the following matters must be approved by voting at the meeting of the General Meeting of Shareholders:

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- a. Company development orientation;
- b. To elect, discharge, remove members of the Board of Directors or Supervisors;
- c. Decision on investing or selling assets valued at thirty-five percent (35%) or more of the total asset value recorded in the Company's most recent financial statement;
- d. To approve the audited annual financial statements;
- e. To change the industry, profession and business sectors;
- f. To change the Company's management structure according to Article 137 of the Law on Enterprises;
- g. Reorganization, dissolution of the Company.

10.4. Resolutions on the following contents are passed when the consent is obtained from the shareholders representing for sixty-five percent (65%) or more of the total number of voting slips of all shareholders attending and voting at the meeting, except for the cases specified in Clauses 10.6 and 10.7 of this Article and Clause 12.1, Article 12 herein:

- a. Amend and supplement the contents of the Company's Charter;
- b. Classes of shares and the total number of shares of each class;
- c. Change the industry, profession and business sectors;
- d. Change the Company's management structure according to Article 137 of the Law on Enterprises;
- e. Investment project or sale of assets with a value of thirty-five percent (35%) or more of the total asset value recorded in the Company's most recent financial statement;
- f. Reorganize, dissolve the Company.

10.5. Resolutions are passed when approved by shareholders owning more than fifty percent (50%) of the total number of voting slips of all shareholders attending and voting at the meeting, except for the cases specified in Clauses 10.4, 10.6, 10.7 of this Article and Clause 12.1, Article 12 of this Regulation.

10.6. Voting to elect members of the Board of Directors and Supervisors shall be implemented by the method of cumulative voting. Accordingly, each shareholder has total voting slips corresponding to the total number of shares they own multiplied by the number of members to be elected to the Board of Directors or Board of Supervisors and Shareholders may accumulate all or a part of their votes to one or some candidates. The person who is elected to be a member of the Board of Directors or a Supervisor is determined in accordance with the top-to-bottom vote quantity, starting with the candidate having the highest number of votes till

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sufficient members are available as prescribed by the Company's Charter. In the event that there are more than two (02) candidates having the same votes for the final member of the Board, re-voting shall be held among the candidates having the same vote quantity or such final member shall be selected according to the criteria specified in the election regulations.

10.7. In case the resolution is passed in the form of written opinion, the resolution of the General Meeting of Shareholders shall be passed when consent is obtained from the shareholders owning more than fifty percent (50%) of the total number of voting slips of all shareholders with voting rights. In case of obtaining written opinion related to the content specified in Point b, Clause 10.4 of this Article, the resolution shall be passed when consent is obtained from the shareholders owning more than sixty-five percent (65%) of the total number of voting slips of all shareholders with voting rights.

10.8. The resolution of the General Meeting of Shareholders must be notified to shareholders entitled to attend the meeting of the General Meeting of Shareholders within fifteen (15) days from the date of adoption. The sending of the resolution can be replaced by posting it on the Company's website within twenty-four (24) hours from the end of the meeting.

Article 11. The authority and procedures for obtaining shareholders' written opinions to adopt resolutions of the General Meeting of Shareholders

The authority and procedures for obtaining shareholders' written opinions to adopt resolutions of the General Meeting of Shareholders shall be implemented according to the following provisions:

11.1. The Board of Directors has the right to obtain written opinions from shareholders to pass resolutions of the General Meeting of Shareholders when deemed necessary for the benefit of the Company, except for the case specified in Clause 10.3 Article 10 of this Regulation.

11.2. The Board of Directors must prepare written opinion forms, the draft resolution of the General Meeting of Shareholders and other documents explaining the draft resolution and deliver it to the voting shareholders not later than ten (10) days before the expiry date of the period of time to return written opinion form. The preparation of the list of shareholders to be sent the opinion forms shall be carried out in accordance with the provisions in Point a, Clause 5.4, Article 5 of this Regulation. Requirements and formalities to deliver the written opinion form and attachments are complied with Point f, Clause 5.4 of Article 5 herein.

11.3. The written opinion form must contain the following principal particular:

- a. Name, Head office address, License number and date of issuance, place of issuance of the License for establishment and operation, business registration number (if any);

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- b. Purposes of collection of written opinions;
- c. Full name, address, nationality, the number of lawful personal identification in respect of a shareholder that is an individual; name, number of business registration or legal document number, head office address of an organizational shareholder or full name, address, nationality, number of lawful personal identification of authorized representative in respect of a shareholder that is an organization; number of shares of each class and number of voting slips of the shareholder;
- d. The issues that need voting;
- e. Voting options including affirmative votes, negative votes, and abstentions on each issue;
- f. Deadline for submitting the completed written opinion form to the Company;
- g. Full name and signature of the Chairman of the Board of Directors.

11.4. Shareholders may send completed written opinion forms to the Company by mail delivery, fax or email in accordance with the provisions as follows:

- a. By post: The completed written opinion form must bear the signature of the shareholder if the shareholder is an individual, or the signature of the authorized representative or legal representative if the shareholder is an organization. Every written opinion form sent to the Company must be put into sealed envelopes. Envelopes must not be opened before counting;
- b. By fax or email: Written opinion forms sent by fax or email must be kept confidential until the vote counting time;
- c. Written opinion forms sent to the Company after the deadline written therein, written opinion forms sent by post in envelopes that are opened, and written opinion forms sent by fax or email that are revealed are all invalid. If a written opinion form is not submitted, it will be excluded from voting.

11.5. The Board of Directors shall count the votes and record a vote counting minutes under the witness and supervision of the Board of Supervisors or the shareholders that do not hold managerial positions in the Company. The vote counting minutes must contain the following information:

- a. Name, Head office address, License number and date of issuance, place of issuance of the License for establishment and operation, business registration number (if any);
- b. Purposes and issues that need voting;

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- c. The number of shareholders with total number of voting slips that attended in voting, in which, distinguishing between the numbers of valid and invalid votes and method of sending votes, enclosed with the list of voting shareholders;
- d. Total number of affirmative votes, negative votes, and abstentions on each issue;
- e. The issues that have been passed and the corresponding voting rate;
- f. Full name and signature of the Chairman of the Board of Directors, vote counting supervisors, and vote counters.

Members of the Board of Directors, vote counters, and vote counting supervisors are jointly responsible for the truthfulness, and accuracy of the vote counting minutes; jointly responsible for damage caused by the decisions passed because of untruthful, incorrect counts of votes.

11.6. The vote counting minutes and the resolution shall be sent to all shareholders within fifteen (15) days from the completion date of vote counting. The delivery of the minutes of vote counting minutes and the resolutions may be replaced by posting them on the Company's website within twenty-four (24) hours since the vote counting has ended.

11.7. Completed written opinion forms, the vote counting minutes, passed resolutions, and relevant documents enclosed with written opinion forms shall be kept at the Company's head office.

11.8. Resolutions passed by the method of obtaining written opinions from shareholders have the same value as resolutions passed at the meeting of the General Meeting of Shareholders.

Article 12. Change of rights

12.1. The change or cancellation of special rights attached to a class of preferred shares shall be effective when approved by shareholders representing sixty-five percent (65%) or more of the total number of votes of all shareholders attending the meeting. A resolution of the General Meeting of Shareholders on the content of an adverse change in the rights and obligations of shareholders owning preferred shares class can only be approved if approved by the number of preferred shareholders of the same class attending the meeting owning seventy-five percent (75%) or more of the total number of preferred shares of that class or approved by the preferred shareholders of the same class owning seventy-five percent (75%) or more of the total number of preferred shares of that class in the case of a resolution being approved by the method of written opinion.

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12.2. Organizing a meeting of shareholders holding preferred shares class to approve the above-mentioned change of rights is only valid when there are at least two (02) shareholders (or their authorized representatives) and holding at least one-third (1/3) of the par value of the issued shares of that class. In case there is not enough quorum as stated above, the meeting shall be re-organized within the next thirty (30) days and the holders of shares of that class (regardless of the number of people and shares) present in person or through authorized representatives shall be considered to have sufficient number of required delegates. At the meetings of shareholders holding the above-mentioned preferred shares, the holders of shares of that class present in person or through representatives may request a secret card. Each share of the same class shall have equal voting rights at the above-mentioned meetings.

12.3. The procedures for conducting such separate meetings are similar to the provisions in Article 8, 9 and 10 of this Regulation.

12.4. Unless otherwise provided in the terms of the issue of shares, the special rights attached to the classes of shares with preferential rights in respect of some or all matters relating to the distribution of the Company's profits or assets shall not be changed when the Company issues additional shares of the same class.

Article 13. Validity of resolutions of the General Meeting of Shareholders

13.1. Resolutions of the General Meeting of Shareholders take effect from the date of approval or from the effective date stated in such resolutions.

13.2. Any resolution of the General Meeting of Shareholders which is passed by one hundred percent (100%) of the total voting shares is lawful and effective even when the sequence and procedures for convening the meeting and passing such resolution breach the provisions of the Law on Enterprises and the Company's Charter.

13.3. In case a shareholder or group of shareholders requests the Court or Arbitration to annul a resolution of the General Meeting of Shareholders as prescribed in Article 15 of Company's Charter, such resolution shall remain in effect until the Court or Arbitration's decision to annul such resolution takes effect, except in cases where temporary emergency measures are applied according to the decision of a competent authority.

Article 14. Minutes of the General Meeting of Shareholders

14.1. Minutes of the meeting of the General Meeting of Shareholders must be recorded and may be audio-recorded or recorded and stored in other electronic forms. Minutes must be prepared in Vietnamese, may be prepared in a foreign language, and must include the following main contents:

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- a. Name, head office address, establishment and operation license number or business registration code (if any);
- b. Time and venue of the General Meeting of Shareholders;
- c. Meeting agenda and content;
- d. Full name of Chairman and Secretary;
- e. Summarize the meeting proceedings and opinions expressed at the meeting of the General Meeting of Shareholders on each issue in the meeting agenda;
- f. Number of shareholders and the total number of votes of shareholders attending the meeting, the appendix of the list of shareholders registered, shareholder representatives attending the meeting with the corresponding number of shares and votes;
- g. Total number of votes for each voting issue, specify the voting method, total number of valid, invalid, approving, disapproving and abstaining votes; corresponding ratio to the total number of votes of shareholders attending the meeting;
- h. Issues passed and corresponding voting rate passed;
- i. Full name and signature of the Chairman and Secretary. In case the Chairman and Secretary refuse to sign the meeting minutes, the minutes shall be valid if signed by all other members of the Board of Directors attending the meeting and contain all the contents as prescribed in this Clause. The meeting minutes shall specify the refusal of the Chairman and Secretary to sign the meeting minutes.

14.2. Minutes of the meeting of the General Meeting of Shareholders must be completed and approved before the end of the meeting. The Chairman and Secretary of the meeting or other person signing the minutes of the meeting must be jointly responsible for the truthfulness and accuracy of the contents of the minutes.

14.3. Minutes stated in Vietnamese and foreign languages have the same legal effect. In case of any difference in content between the minutes in Vietnamese and in foreign languages, the content in the minutes in Vietnamese shall prevail.

14.4. Minutes of the meeting of the General Meeting of Shareholders must be sent to all shareholders within fifteen (15) days from the end of the meeting. The sending of minutes of the meeting of the General Meeting of Shareholders may be replaced by posting on the Company's website within twenty-four (24) hours from the end of the meeting.

14.5. Resolutions, minutes of the meeting of the General Meeting of Shareholders, appendix of list of shareholders registered to attend the meeting with shareholders' signatures, letter of authorization to attend the meeting, all documents attached to the Minutes (if any) and related documents attached to the meeting invitation must be disclosed in accordance with the

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law on information disclosure on the securities market and must be kept at the Company's head office.

Article 15. Request for annulment of resolution of the General Meeting of Shareholders

Within ninety (90) days from the date of receipt of the resolution or minutes of the meeting of the General Meeting of Shareholders or the minutes of the results of the vote counting for the General Meeting of Shareholders in writing, the shareholder or group of shareholders specified in Point 1, Clause 2, Article 20 of the Company's Charter may request a court or arbitral tribunal to consider annulling the Resolution or part of the resolution of the General Meeting of Shareholders in the following cases:

15.1. Sequences and procedures on meeting convention a meeting and decision-making of the General Meeting of Shareholders seriously violate the regulations of the Law on Enterprises and the Company's Charter, except for cases specified in Clause 13.2 of Article 13 herein.

15.2. Contents of the resolution violate the laws or the Company's Charter.

Article 16. Record Retention

All documents and paperwork relating to the convening and voting at the General Meeting of Shareholders shall be retained in full at the Company for the period prescribed by applicable laws.

Chapter III IMPLEMENTATION

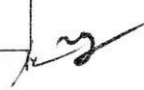
Article 17. Validity

17.1. This Regulation on the procedures, order for convening and voting at the General Meeting of Shareholders consist of three (03) Chapters and 18 Articles, approved by the 2026 Annual General Meeting of Shareholders and shall take effect from April 21, 2026. Relevant units and individuals of VietinBank Securities Joint Stock Company shall be responsible for implementing of this Regulation.

17.2. In the event that the legal documents used as the basis for this Regulation or the corresponding contents in the Company's Charter adopted by the GMS are changed, amended, or supplemented, the contents of this Regulation shall be construed as being replaced, amended, or supplemented accordingly and shall be implemented in accordance with the current laws or the current Company's Charter from time to time.

17.3. In the event of any inconsistency between this Regulation and the provisions of the law or the Company's Charter, the provisions of the law or the Company's Charter shall prevail.

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Article 18. Amendments and Supplements of the Procedures

Amendments, supplements, cancellation, or replacement of these Procedures shall be decided by the General Meeting of Shareholders of VietinBank Securities Joint Stock Company based on proposals from the Board of Directors.

**ON BEHALF OF THE BOARD
OF DIRECTORS
CHAIRMAN**

Tran Phuc Vinh

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