

Hai Phong, 27th March, 2025

**INVITATION LETTER
ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025
(Online Meeting)**

To: Shareholders of Port of Hai Phong Joint Stock Company

The Management Board of Port of Hai Phong Joint Stock Company is pleased to invite you to attend the Annual General Meeting of Shareholder 2025, with the following details:

1. Time, Location and Participants

- Time: **08:00 AM, Tuesday, April 29th 2025**

- Location of Meeting Operation: **Meeting Hall - Port of Hai Phong Head Office**

(No. 8A Tran Phu, Gia Vien Ward, Ngo Quyen District, Hai Phong City)

The Annual General Meeting of Shareholder 2025 will be conducted online. Port of Hai Phong will not host shareholders attending the meeting in person at the Meeting Hall of Port of Hai Phong Joint Stock Company. Shareholders will attend the meeting via Online General Meeting of Shareholders System 2025 at: <https://ezgsm.fpts.com.vn>.

- Participants: Shareholders listed in the shareholder list of Port of Hai Phong Joint Stock Company as of **March 24th 2025**.

2. Meeting Agenda and Documents

The detailed agenda, meeting program, and documents are available on the website of Port of Hai Phong Joint Stock Company at <http://haiphongport.com.vn> (under Shareholder Relations/General Meeting of Shareholders).

3. Registration and Confirmation of Attendance

Kindly access <https://ezgsm.fpts.com.vn> and log in using the credentials provided in the invitation letter to attend the Online General Meeting of Shareholders.

Kindly register to attend the meeting at website <https://ezgsm.fpts.com.vn> **before April 29th 2025**. Instructions for accessing the online General Meeting of Shareholders system are provided in the Guideline for Attending the Annual General Meeting of Shareholder 2025 on the website: <http://haiphongport.com.vn>.

4. Authorization to attend meeting: Shareholders unable to attend the meeting may authorize Mr. Pham Hong Minh - Chairman of the Management Board of Port of Hai Phong Joint Stock Company or another individual/organization to attend on their behalf. Shareholders are requested to register their proxy attendance on the website <https://ezgsm.fpts.com.vn> and send the signed Proxy Form (*Please refer to the attached Proxy Form template*) to the Organizing Committee of the General Meeting of Shareholders of Port of Hai Phong Joint Stock Company - No. 8A Tran Phu Street, Gia Vien Ward, Ngo Quyen District, Hai Phong City, **before April 29th 2025**.

5. Voting: Shareholders will exercise their voting rights at <https://ezgsm.fpts.com.vn>. Please follow the Guideline for Attending the Annual General Meeting of Shareholder 2025 for a smooth and successful meeting.

Sincerely,

R.S.V.P:

- Mr. Tran Van Hoan - 0936.647.769

- Mrs. Nguyen Thi Ha Phuong - 0766.223.986

- Telephone: 0225.3652192 - Fax: 0225.3652192

PP. MANAGEMENT BOARD

CHAIRMAN



Pham Hong Minh



SOCIALIST REPUBLIC OF VIETNAM
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**AUTHORIZATION LETTER
FOR ATTENDING THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS
OF PORT OF HAI PHONG JOINT STOCK COMPANY**

***Respectfully to:* PORT OF HAI PHONG JOINT STOCK COMPANY**

1. AUTHORIZING PARTY:

Shareholder Name:
ID Card/Citizen ID/Passport/Business Registration No.:
Date of issue:.....Place of Issue:
Legal representative (for organization):
Shareholder Code:.....
Address:
Telephone:
Number of shares owned as of March 24th 2025:
(In words:)

2. AUTHORIZED PARTY:

Authorized to Individual/Organization:

Name of Individual/Organization:
Citizen ID/Passport/Business Registration No.
Date of issue:.....Place of Issue:.....
Legal representative (for organizations):
Address:
Telephone:
Email (to receive login information):.....

Or, you may authorize all of your owned shares to the Chairman of the Management Board of Port of Hai Phong Joint Stock Company by marking √ in the box below:

☐ Mr. PHAM HONG MINH - Chairman of the Management Board of Port of Hai Phong

3. AUTHORIZED CONTENTS:

Number of shares authorized:
(In words:)

Scope of authorization: The Authorized party is entitled to represent the Authorizing party to attend the 2025 Annual General Meeting of Shareholders of Port of Hai Phong Joint Stock Company on April 29th 2025 and on behalf of the Authorizing party to perform all rights and obligations at the General Meeting of Shareholders related to the authorized shares.

Validity of authorization: This letter of authorization is effective from the date of signing until the conclusion of the 2025 Annual General Meeting of Shareholders of Port of Hai Phong Joint Stock Company.

We are fully responsible for this authorization and pledge to strictly comply with the prevailing regulations of the Law and the Charter of Port of Hai Phong Joint Stock Company.

Date Month.....2025

Authorized Party

(Signature, full name, and seal if the Authorized Party is a legal entity)

Authorizing Party

(Signature, full name, and seal if the Authorizing Party is a legal entity shareholder)