



CAILANPORT INVESTMENT JOIN STOCK COMPANY

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AGENDA OF THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

Annual General Meeting, April 11, 2025

Location: Meeting Hall – 6th Floor Administration Building, Quang Ninh Port Joint Stock Company, No. 01 Cai Lan Road, Bai Chay Ward, Ha Long City, Quang Ninh Province

| TIME | CONTENT | | PRESENTER |
|---|---------|--|-----------|
| I. Verification of delegate credentials | | | |
| 08h00 - 9h00 | 1.1 | Welcoming delegates, guests, and shareholders | |
| | 1.2 | Registration of attending shareholders and verification of delegate credentials | |
| II. Organizing committee of the general meeting | | | |
| 09h00 – 09h10 | 2.1 | Declaration of meeting purpose and introduction of attendees | |
| | 2.2 | Report on verification of shareholder eligibility | |
| | 2.3 | Invitation to the Chairperson to preside over the General Meeting | |
| III. Agenda of the general meeting | | | |
| 09h10-9h20 | 3.1 | Submission to the General Meeting for approval of the "Working Regulations of the General Meeting" | |
| | 3.2 | Adoption of the General Meeting Agenda | |
| | 3.3 | Introduction of the Secretariat and Ballot Counting Committee by the Chairperson for approval | |
| 09h20-09h35 | 3.4 | Report on 2024 Business Operations Results and 2025 Business Plan | |
| 09h35-9h50 | 3.5 | Report on 2024 Activities of the Board of Directors | |
| | 3.6 | Approval of 2024 Remuneration and 2025 Remuneration Plan for the BOD and Board of Supervisors (BOS) | |
| 9h50-10h00 | 3.7 | Submission by the BOD for approval of the 2024 Audited Financial Statements | |
| | 3.8 | Submission by the BOD for amendments to the Company Charter | |
| 10h00-10h15 | 3.9 | Report of the Board of Supervisors to the 2025 Annual General Meeting | |
| | 3.10 | Submission by the BOS for Shareholders’ approval to authorize the BOD in selecting the 2025 Financial Audit Firm | |
| 10h15-10h30 | 3.11 | Proposal to dismiss a member of the Board of Supervisors | |
| | 3.12 | Proposal to elect additional member(s) to the Board of Supervisors | |



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| 10h30-10h45 | 3.13 | Discussion on matters raised at the General Meeting | |
| 10h45-11h00 | 3.14 | Voting on agenda items and election/dismissal of BOS members | |
| 11h00-11h15 | 3.15 | Recess and ballot counting | |
| 11h15-11h20 | 3.16 | Announcement of voting results and election of BOS members | |
| IV. Closing of the general meeting | | | |
| 11h20-11h30 | 4.1 | Introduction of newly elected BOS member(s) | |
| | 4.2 | Presentation of the Draft Minutes and Resolutions of the General Meeting | |
| | 4.3 | Adoption of the Minutes and Resolutions | |
| | 4.4 | Adjournment of the General Meeting | |

