

No. : **68** /CV- CNG

*Re: Updating and supplementing documents for
the 2025 Annual General Meeting of
Shareholders*

Hanoi, April, 21 2025

To:

- **THE STATE SECURITIES COMMISSION**
- **THE HANOI STOCK EXCHANGE**

Pursuant to Circular No. 96/2020/TT-BTC dated November 16, 2020 of the Ministry of Finance guiding information disclosure on the stock market, Cotana Group Joint Stock Company, stock code: CSC announces the 2025 Annual General Meeting of Shareholders as follows:

1. Meeting time: 8:00 a.m. April 25 , 2025 (Friday)
2. Meeting documents: Posted on the Company's website at:
<https://www.cotanagroup.vn/> . Shareholders' Meeting documents are updated with amendments and supplements (if any).

Cotana Group Joint Stock Company respectfully informs the State Securities Commission and The Hanoi Stock Exchange about the above content .

Best regards!

Recipient :

- *As per;*
- *Save admin.*

COTANA GROUP JOINT STOCK COMPANY
LEGAL REPRESENTATIVE



TỔNG GIÁM ĐỐC
Đoàn Văn Tuấn

No.: 12/TTR/ĐHCĐ-CNG

Hanoi, April 21, 2025

PROPOSAL

Re: Approval of the list of nominees and candidates for Board of Directors

Pursuant to:

- Pursuant to the Enterprise Law No. 59/2020/QH14 passed by the 14th National Assembly of the Socialist Republic of Vietnam on June 17, 2020 and implementing documents;
- Pursuant to the Charter of organization and operation of Cotana Group Joint Stock Company.
- Pursuant to the proposal No. 11/TTR/ĐHCĐ-CNG approving the number of additional members to be elected to the Board of Directors for the 2024-2029 term.
- Pursuant to the nomination and candidacy results of shareholders and groups of shareholders according to the provisions of the Company Charter.
- Pursuant to the standards and conditions for membership in the Board of Directors as prescribed in the Company Charter and the provisions of law.

The Presidium respectfully submits to the General Meeting of Shareholders for approval the list of additional candidates for the Board of Directors for the 2024-2029 term as follows :

No.	Full name	ID card/Passport/Citizen identification card/Business registration certificate	Address	Professional qualifications	Current position
1	Nguyen Duc Quan	00108403954 8	Apartment S1114, The One Building, Gamuda Gardent urban area, Tam Trinh street, Tran Phu ward, Hoang Mai district, Hanoi city	Bachelor of Economics	Member of Board of Directors and General Director of APEC Securities Joint Stock Company

(Attached is the Statement and Curriculum Vitae of the candidate).

Respectfully submit to the General Meeting of Shareholders for consideration, voting and approval of the above content.

Respectfully!

**ON BEHAFT OF BOARD OF DIRECTORS
CHAIRMAN**


ĐÀO NGỌC THANH

Hanoi, April 10 , 2025

**NOMINATION LETTER FOR BOARD OF DIRECTORS MEMBER
TERM 2024 - 2029**

**To: ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025
COTANA GROUP JOINT STOCK COMPANY**

Pursuant to:

- Enterprise Law No. 59/2020/QH14 was passed by the 14th National Assembly of the Socialist Republic of Vietnam on June 17, 2020;
- Regulations on election of members of the Board of Directors and Board of Supervisors for the 2024 - 2029 term of Cotana Group Joint Stock Company.

I am: Huynh Thi Mai Dung

ID card/CCCD/Passport number: 022175000676 issued on: May 27, 2016 at: Department of Registration and Management of Residence and National Population Information

Permanent address: No. 12A/T3 Ciputra, Tay Ho district, Hanoi

Representing the shareholder group:

No.	Shareholder name	ID card number/Business registration number	Address	Number of shares owned/represented ownership
1	Nguyen Do Lang	001074009886 issued on: May 30, 2016 at: Department of Registration and Management of Residence and National Population Information	12A , row T3 , Nam Thang Long urban area , Bac Tu Liem , Hanoi	27,738
2	Huynh Thi Mai Dung	022175000676 issued on: May 27, 2016 at: Department of Registration and Management of Residence and National Population Information	12A , row T3 , Nam Thang Long urban area , Bac Tu Liem , Hanoi	3,840,802
3	APEC Securities Joint Stock Company	34/GCNTVLK issued on: January 2, 2007 at: Vietnam Securities Depository Center	3rd Floor, Grand Plaza, 117 Tran Duy Hung, Trung Hoa Ward, Cau Giay District, Hanoi	1,176,788
	Total			5,045,328

We would like to nominate the following candidates::

Mr. Nguyen Duc Quan

Date of birth: October 14, 1984 Place of birth: Hanoi, Vietnam

ID number: 001084039548 Date of issue: October 28, 2024 Place of issue: Ministry of Public Security

Permanent address: No. 85 Hue Street, Pham Dinh Ho Ward, Hai Ba Trung District, Hanoi City

Education: Bachelor's degree Major: Economics

Currently owned: 0 shares (*in words: No shares.*)

Candidate for the Board of Directors of Cotana Group Joint Stock Company for the 2024 - 2029 term.

Sincerely!

Shareholders

(*Sign, print full name, stamp*)



HUYNH THI MAI DUNG

Attached documents :

- Copy of ID card/Passport;
- Copies of degrees;
- Candidate's resume.



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CURRICULUM VITAE

(For self-nominated or nominated candidates for the Board of Directors/Board of Supervisors of Cotana Group Joint Stock Company for the term 2024-2029)

1. Full name: Nguyen Duc Quan
2. Gender: Male
3. Citizen ID Number: 001084039548 issued: on October 28, 2024
At the Ministry of Public Security
4. Date of birth: October 14, 1984
5. Place of birth: Hanoi
6. Nationality: Vietnam
7. Ethnicity: Kinh
8. Hometown: Hai Phong
9. Permanent Address: No. 85 Hue Street, Pham Dinh Ho Ward, Hai Ba Trung District, Hanoi City
10. Current Address: Apartment S1114, The One Building, Gamuda Gardent urban area, Tam Trinh street, Tran Phu ward, Hoang Mai district, Hanoi city
11. Contact phone number:
12. Education level: 12/12
13. Qualification: Bachelor of Economics
14. Foreign language proficiency:
15. Work Experience (Briefly state the duration of employment, the organization, and the job title/position)
2007 – 2008: Kim Thien Foreign Exchange JSC - Trading Room Staff.....
2008-2009: Hanoi Gold JSC - Trading Room Staff
- 2009-2012: APEC Securities JSC - Staff of Securities Service Department
- 2012-2014: APEC Securities JSC - Deputy Head of Securities Services Department
- 2014-2019: APEC JSC - Head of Corporate Finance Department.....
- 2016 – 2023: APEC Securities JSC – Member of the Board of Supervisors
- 2020 – 2023: APEC Securities JSC – Director of Securities Services Business Division
- 2021 – 2024: IDJ Vietnam Investment JSC – Member of Board of Directors.....
- 2023 – present: APEC Securities JSC – Member of Board of Directors and General Director
- 2024 - present: Apec Group Corporation - Chairman of the Board of Directors
- 2024 – present: IDJ Vietnam Investment JSC – Chairman of the Board of Directors
- 2024 – present: Asia – Pacific Investment JSC – Chairman of the Board of Directors
16. Current position: None.....
17. Current positions held at other organizations (if any): Member of the Board of Directors and General Director of APEC Securities Joint Stock Company; Chairman of the Board of Directors of Asia-Pacific Investment Joint Stock Company; Chairman of the Board of

Directors of IDJ Vietnam Investment Joint Stock Company; Chairman of the Board of Directors of Apec Group Corporation

18. Number of shares owned or authorized to represent at Cotana Group Joint Stock Company: 0 shares.

19. Illegal behavior: None

20. Interests that conflict with the interests of Cotana Group Joint Stock Company: None

I commit not to violate the laws and the Charter on the organization and operation of Cotana Group Joint Stock Company, and I affirm that the information provided above is entirely true. If any of it is found to be false, I accept full responsibility before the law.

Confirmation of competent authority

*(Confirm with local authorities or
the agency where the individual is working)*



CHỦ TỊCH HĐQT

Nguyễn Đoàn Tùng

Hanoi, April 21, 2025

Declarant

(Sign, print full name)

Nguyễn Đức Quân