

VIETNAM EDUCATION PUBLISHING HOUSE
UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY
No. 033 / AGM-UVB
(Re: Disclosure of Additional Documents for the 2025

Annual General Meeting of Shareholders)

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness
Hanoi, April 21, 2025

**To: - State Securities Commission
- Hanoi Stock Exchange**

Name of the issuer: UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY

Stock code: HEV

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Information disclosed by: Mr. Nguyen Cong Dung – Chairman of the Board of Directors

Type of information disclosure:

☐ 24h ☐ Upon request ☐ Irregular ☒ Periodic

Contents of information disclosure:

Supplement to documents for the 2025 Annual General Meeting of Shareholders.

Website address where full information is published: www.hevobooks.com

We hereby commit that the disclosed information above is true and we take full legal responsibility for the content of the information disclosed.

Recipients:

- As above;
- Archive: Administration Office.

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



NGUYEN CONG DUNG

REGULATIONS
ON THE ORGANIZATION OF THE 2025 ANNUAL GENERAL MEETING OF
SHAREHOLDERS
UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY

CHAPTER I: GENERAL PROVISIONS

Article 1. Scope of application

1. These Regulations apply to the organization of the 2025 Annual General Meeting of Shareholders ("the Meeting") of the University and Vocational Book Joint Stock Company ("the Company");
2. These Regulations specifically stipulate the rights and obligations of parties participating in the Meeting, as well as conditions and procedures for conducting the Meeting.

Article 2. Applicable subjects

Shareholders and relevant parties are responsible for complying with these Regulations.

CHAPTER II: RIGHTS AND OBLIGATIONS OF MEETING PARTICIPANTS

Article 3. Participants in the 2025 Annual General Meeting

- 3.1 Shareholders listed on the record date of March 26, 2025, and those authorized in accordance with the law;
- 3.2 Invited guests, consultants (if any).

Article 4. Rights and obligations of shareholders

4.1 Rights of shareholders attending the Meeting:

- 4.1.1 All shareholders are entitled to attend and vote on issues within the authority of the General Meeting of Shareholders;
- 4.1.2 Shareholders who cannot attend the Meeting may authorize others to attend and vote. The authorization must be in writing and in the form published on the Company's website;

4.1.3 Besides ballots for electing the Board of Directors and Supervisory Board, each shareholder attending the Meeting will be issued a Voting Card with their shareholder code and number of voting shares. This card is used for raising opinions and for voting on various issues including election, program approval, regulations, reports, financial statements, business plans, resolutions, etc.;

4.1.5 Shareholders arriving late may still register and vote, but the Chairperson is not responsible for halting proceedings to allow late registration. Previous voting results remain valid.

4.2 Obligations of common shareholders attending the Meeting:

4.2.1 Dress appropriately, ensuring formality and respect;

4.2.2 Fully participate in the Meeting. If unable to attend, must authorize another person in accordance with regulations;

4.2.3 Complete registration procedures with the Organizing Committee;

4.2.4 Comply with the Charter and these Regulations;

4.2.5 Obey the Meeting's rules, and respect the outcome of proceedings.

Article 5. Rights and obligations of the Chairperson

5.1 The Chairman of the Board of Directors shall preside. If absent, the Board elects a member to act as Chairperson. If no one is available, the highest-ranking member will oversee an election among attendees for Chairperson;

5.2 The Chairperson decides on the agenda, procedures, and ad hoc matters;

5.3 The Chairperson may postpone the Meeting with agreement from the majority;

5.4 The Chairperson may take necessary actions to ensure order and reflect the majority will.

Article 6. Rights and obligations of the Meeting Secretary

The Secretary, appointed by the Chairperson and approved by the Meeting, supports the Chairperson, prepares the minutes, ensures accuracy, and carries out tasks during any recess.

Article 7. Rights and obligations of the Vote Counting Committee

7.1 Appointed by the Chairperson and approved by the Meeting. Members may be shareholders;

7.2 Count Voting Cards and announce results immediately to the Chairperson;

7.3 Count votes for BOD and Supervisory Board elections and announce results;

7.4 Responsible for honesty and accuracy in vote counting.

CHAPTER III: CONDUCTING THE MEETING

Article 8. Conditions for holding the Meeting

The Meeting proceeds with shareholders representing more than 50% of total voting shares.

Article 9. Meeting agenda

According to the program approved at the 2025 Annual General Meeting.

Article 10. Voting at the Meeting

10.1 Decisions are passed by vote of shareholders or their authorized representatives in accordance with voting shares;

10.2 Each issue is voted on once using the Voting Card. Shareholders choose Agree, Disagree, or No Opinion;

10.3 Elections for BOD and Supervisory Board are by cumulative voting per the approved election rules.

CHAPTER IV: CLOSING THE MEETING

Article 11. Approval of resolutions at the 2025 Annual General Meeting

Except as stated in Article 11.2, resolutions are adopted with over 50% of voting shares represented at the Meeting agreeing.

These include approvals for reports, plans, elections, share issuance, industry additions, and other authorized matters.

BOD elections are by cumulative voting, selecting candidates with the highest votes until the required number is filled. Ties are resolved by runoff or defined criteria.

Article 12. Meeting minutes

All content is recorded by the Secretary and read aloud before adjournment. The minutes are archived in the Company's records.

CHAPTER V: OTHER REGULATIONS

Article 13. Miscellaneous provisions

13.1 Shareholders wishing to speak must be recognized by the Chairperson, speak concisely and relevantly. The Chairperson manages the speaking order and answers questions;

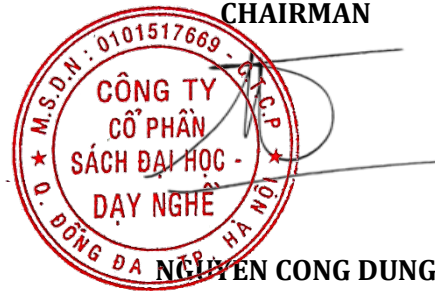
13.2 The Presidium may expel disruptive attendees violating Meeting rules.

CHAPTER VI: IMPLEMENTING PROVISIONS

Article 14. Effectiveness

These Regulations contain 6 chapters and 14 articles, issued by the BOD of the University and Vocational Book Joint Stock Company on ... April 2025. They apply only to the 2025 Annual General Meeting held on April 25, 2025, and take effect immediately upon approval.

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



SUPPLEMENTARY ELECTION REGULATIONS
FOR MEMBERS OF THE BOARD OF DIRECTORS – TERM V (2022–2026)
AT THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS

Pursuant to:

- Enterprise Law No. 59/2020/QH14 passed by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020, and its guiding documents;
- Securities Law No. 54/2019/QH14 dated November 26, 2019, amended by Law No. 56/2024/QH15 dated November 29, 2024;
- Decree No. 155/2020/ND-CP dated December 31, 2020, detailing a number of provisions of the Securities Law;
- The Charter of Organization and Operation of the University and Vocational Book Joint Stock Company;

The 2025 Annual General Meeting of Shareholders ("Meeting") of the University and Vocational Book Joint Stock Company shall conduct a supplementary election of members to the Board of Directors for Term V (2022–2026) in accordance with the following contents:

I. SUBJECTS AND SCOPE OF APPLICATION

These regulations guide the procedure and method for electing additional BOD members at the 2025 Annual General Meeting of Shareholders.

Shareholders/their authorized representatives, BOD members, and candidates must comply with these Regulations and the Company's Charter.

Shareholders with voting rights and their authorized representatives (per the list of shareholders as of March 26, 2025) may vote in the supplementary election.

II. VOTING INSTRUCTIONS FOR ELECTING BOD MEMBERS

Principles of Election:

Pursuant to Clause 3, Article 148 of the 2020 Enterprise Law: cumulative voting shall be used. Shareholders' total votes equal the number of shares owned multiplied by the number of elected members. Shareholders may allocate all or part of their votes to one or more candidates.

Those elected are those with the highest number of votes until the required number of members is elected. Ties are resolved via runoff or election regulations.

Thus, to elect 02 additional members, voting is conducted as follows:

Total votes per shareholder = Number of shares owned \times 2

Shareholders can distribute votes to a maximum of 2 candidates. The number of votes allocated must be written in the "Votes Allocated" column next to the candidate's name.

If no votes are allocated, the ballot is still valid.

Shareholders must not exceed their total voting rights.

Ballot: Green ballot stamped with the Company seal.

Ballot content: as per attached form.

Notes:

- Valid ballots include:

- + Total votes allocated \leq total voting rights
- + Ballot left blank
- + Votes allocated to one person

- Invalid ballots include:

- + Over-voting
- + Voting for more candidates than allowed
- + Crossing out names

- + Erasures/alterations in vote numbers

- + Voting by percentage (%)

Ballot replacement: Contact the Election Committee if errors occur when filling in the ballot.

Vote Counting Committee and Voting Principles

Vote Counting Committee:

- Appointed by the Chairperson and approved by the Meeting.

- Members must not be candidates.

- Duties:

- + Present and adopt the election regulations

- + Distribute ballots

- + Oversee voting process

- + Conduct vote counting

- + Prepare minutes and announce results

- The committee ensures integrity and confidentiality. Results are announced at the Meeting and all materials handed to the Chairperson.

Voting Procedure:

- The committee checks the ballot box before voting begins.

- Voting begins after the candidate list is finalized and ends after the last shareholder votes.

- Vote counting occurs immediately after voting.

- Results are recorded and announced by the Head of the Committee.

Election Results:

- Elected candidates are those with the highest number of votes, in descending order, until 2 positions are filled.

- Ties are resolved by shareholding weight or a new vote.

Vote Counting Minutes:

- Includes: number of shareholders present, votes cast, valid/invalid/blank ballots, and vote distribution.
- Results are announced at the Meeting.
- Complaints are only accepted during the Meeting. Disputes are resolved by the Committee and subject to the Meeting's decision.

III. IMPLEMENTING PROVISIONS

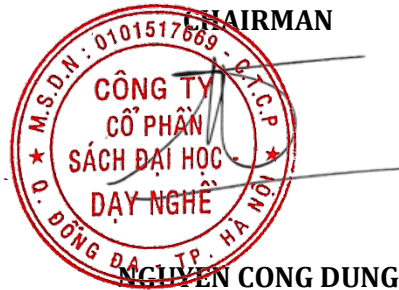
These Regulations serve as the legal basis for the supplementary election procedure of BOD members for the University and Vocational Book Joint Stock Company, drafted by the Board of Directors and approved by the 2025 Annual General Meeting of Shareholders held on April 25, 2025.

Recipients:

- Company shareholders
- Meeting organizers
- BOD, Supervisory Board
- Filing: Office

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN



NGUYỄN CONG DUNG

REPORT
ON THE ACTIVITIES OF THE BOARD OF DIRECTORS IN 2024
AND WORKING ORIENTATIONS IN 2025

(Submitted to the 2025 Shareholders' Meeting held on April 25, 2025)

- Pursuant to the Charter of Organization and Operation of the University and Vocational Books Joint Stock Company;*
- Pursuant to the Resolution of the 2024 Annual General Meeting of Shareholders;*
- Pursuant to the 2024 audited consolidated financial statements of University - Vocational Books Joint Stock Company audited by AAC Auditing and Accounting Company Limited.*

The Board of Directors (BOD) of University - Vocational Books Joint Stock Company would like to report to the General Meeting of Shareholders on the activities of the Board of Directors in 2024 and the plan for 2025 as follows:

I. PERSONNEL

The Board of Directors (BOD) of University - Vocational Books Joint Stock Company for the term 2022 - 2026 consists of the following members:

No.	Member	Position
1	Mr. Nguyen Cong Dung	Chairman of the Board of Directors
2	Ms. Nguyen Thi Huu	Member of the Board of Directors
3	Ms. Nguyen Bich Ngoc	Member of the Board of Directors
4	Mr. Dang Tran Bao Tin	Member of the Board of Directors
5	Ms. Ta Thi Thanh Huyen	Member of the Board of Directors

The Board of Directors of University - Vocational Books Joint Stock Company consists of 05 members who are not directly involved in management.

II. ACTIVITIES OF THE BOARD OF DIRECTORS IN 2024

1. Meetings of the Board of Directors

No.	Resolution No.	Date	Content
1	21/NQ – BOD	22/01/2024	<p>Article 1. Executive meeting to develop the 2024 business plan for the Board of Directors to approve at the nearest meeting.</p> <p>Article 2. Executive meeting to carry out procedures to terminate branch operations</p> <ul style="list-style-type: none"> - Inventory of goods, assets, finances; - Finalize financial data, assets, debt collection at HCM Branch; - Transfer goods to the company warehouse; - Carry out termination procedures at competent authorities according to the provisions of the Law; - And other related issues under the authority of the Executive Board. <p>Article 3. Executive meeting to propose appropriate structure and improvement of personnel apparatus; Proposal for the Salary Fund for the Board of Directors to submit to the General Meeting of Shareholders for approval.</p>
2	50/NQ - BOD	08/03/2024	<p>Article 1. Approval of the following work contents:</p> <ol style="list-style-type: none"> 1. Organizing the 2024 Annual General Meeting of Shareholders <ul style="list-style-type: none"> - Date of closing the list: March 29, 2024 - Expected meeting date: April 26, 2024 - Expected location: Vietnam Education Publishing House Hall - No. 187B Giang Vo - Dong Da - Hanoi 2. Main contents to be approved by the 2024 Annual General Meeting of Shareholders: <ul style="list-style-type: none"> - Approval of the report on the 2023 business performance results, the business performance plan and targets for 2024; - Approval of the Board of Directors' report on the 2023 performance results and the 2024 performance plan; - Approval of the Board of Supervisors' report on the 2023 operating results and the 2024 operating plan; - Approval of the 2023 audited financial statements; - Selection of an independent auditing company to audit the 2024 financial statements; - Other issues arising under the authority of the General Meeting of Shareholders. <p>Article 2. Assign the Company's Executive Board to implement the contents stated in Article 1 in accordance with the provisions of the Law.</p>
3	130/NQ - BOD	30/05/2024	<p>Article 1. Approval of personnel work:</p> <ul style="list-style-type: none"> - Approval of the policy of dismissing Ms. Nguyen Thi Thanh Huyen - Head of Accounting and Head of Information Disclosure due to her resignation request based on personal wishes.

			<p>- Approval of the policy of receiving and appointing Ms. Vu Bich Thanh - Head of Accounting and Head of Information Disclosure.</p> <p>Article 2. Approval of the selection of the Auditing Company for the 2024 Financial Statements; AAC Auditing & Accounting Company Limited.</p> <p>Article 3. Assign the Company's Executive Board to implement the above contents in accordance with the provisions of law and the Company's Charter.</p>
4	225/NQ-BOD	30/09/2024	<p>Article 1. Approval of the targets for the Report on production and business results up to September 10, 2024</p> <p>- Sales revenue and service provision: VND 6,277 billion</p> <p>- Total accounting profit before tax: (615) billion</p> <p>Article 2. Approval of the policy of signing a contract as proposed by the Company Director with Vietnam Thuong Tin Commercial Joint Stock Bank (Vietbank) and Nhat Nam Printing Trading Joint Stock Company. Assign the Executive Board to decide to sign the contract when ensuring that the implementation plan fulfills all rights and obligations of the contract. Absolutely do not let the Company be fined, have its contract terminated or suffer financial losses during the implementation process.</p> <p>Article 3. Approve the policy of liquidating tools and equipment of examination rooms including computers, tables and chairs. Assign the Executive Director to organize the implementation in accordance with the provisions of law and the Company's Charter.</p> <p>Article 4. This Resolution is approved by the Board of Directors for term V (2022 - 2026) and takes effect from the date of signing. Members of the Board of Directors, the Board of Directors, Departments and Offices of the University - Vocational Books Joint Stock Company and related individuals are responsible for implementing this Resolution.</p>

2. Assessment of the Board of Directors

- 2024 is a year when the Company faces many difficulties due to the common difficulties of the whole country and the education sector. With the efforts of the Board of Directors, the Executive Board and the employees, the support of shareholders, and the Company's production and business results have achieved some positive signals compared to the same period, completing the planned revenue target assigned by the 2024 annual general meeting of shareholders, specifically:

Total revenue in 2024 (Revenue + Financial Revenue + Other Income): 25.03 billion VND, reaching 125.2% of the plan (20 billion VND) and reaching 158% compared to the same period in 2023 (15.8 billion VND).

Total pre-tax accounting profit in 2024 is VND 0.2 billion, reaching 40% of the plan (VND 500 million) while in the same period it reached -VND 1.75 billion.

3. Evaluation of the Executive Board's performance

The Board of Directors highly appreciates the efforts and solidarity in management and operation of the Board of Directors and members of the Executive Board, who have been proactive, creative and flexible in operating the Company's activities in the context of increasingly fierce competition and the Company's strong personnel fluctuations in 2024.

During its operations, the Executive Board has complied with the Resolution of the General Meeting of Shareholders, the Resolution of the Board of Directors, and the regulations of the Vietnam Education Publishing House (NXBGDVN) for its member units.

The company's Board of Directors needs to have specific directions and proactively make more efforts to seek, exploit, and develop new products and new jobs, creating a stable source of income to ensure the lives of the company's staff.

4. Evaluation of the Board of Directors' activities

The Board of Directors always complies with the provisions of the Law, the Company's Charter and the Company's Governance Regulations. The Board of Directors has maximized the experience and expertise of each member in the role of management and supervision of the Board of Directors' activities to ensure the correct implementation of the content of the 2024 Shareholders' Meeting resolution and the set strategic goals and plans.

The Board of Directors promptly directs and supports the Company's Board of Directors in production and business activities: The Board of Directors has organized regular and extraordinary meetings when necessary to vote on issues under the Board of Directors' approval authority and promptly resolve and handle arising issues upon receiving the Board of Directors' reports. The Board of Directors attended the quarterly and annual review meetings of the Company's Board of Directors to grasp information, provide directions appropriate to the situation, and facilitate the Company's operations.

In 2025 and the following years, the Board of Directors will strive to promote the Company's tradition and successfully complete the tasks assigned by the General Meeting of Shareholders. At the same time, regularly coordinate with the Board of Supervisors to perform the function of supervising the organization and implementation of the Company's production - business and financial plans.

III. ORIENTATION OF THE PLAN FOR 2025 AND THE FOLLOWING YEARS

1. Background and characteristics of the situation

In 2025, it is forecasted that there will still be many difficulties and major changes that directly affect the Company's production and business activities. The Company plans to continue to publish books in the traditional publishing stream, while also preparing to launch new product lines to meet the new requirements of the education career.

2. Planning orientation

- Stabilize the structure, management apparatus, and arrange labor in a streamlined and efficient quality direction.
- Solving inventory and focusing on debt collection are key tasks in 2025.
- Participate in making supplementary books and reference books that closely follow the new general education program.
- Consolidate and develop the market for the Company's key product lines.
- Focus on financial resources, prepare highly qualified personnel, mobilize a team of experienced authors, experts, and collaborators to organize the compilation of subjects of the new textbook series, essential reference books if assigned by the Vietnam Education Publishing House to be the focal point for organizing manuscripts and developing new product lines of the Company to meet market demand.
- Complete the output targets, revenue targets, profits, and dividends according to the plan approved by the General Meeting of Shareholders.

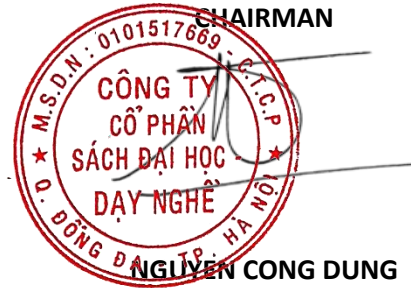
- Protect shareholders and employees. Make efforts to coordinate with the Board of Directors so that the company has a source of dividend payment, accumulation to serve the restructuring and expansion of production and business in the following years.
- Continue to promote the application of information technology in management, operation, production - business to improve labor efficiency, create product lines integrated with highly competitive electronic learning materials, and prevent piracy.
- Focus on building image and brand, preserving the environment, and fulfilling social responsibilities.
- Expanding production and business lines to increase revenue while orienting the Board of Directors to control costs and increase profits for the Company.

3. Activities and activities of the Board of Directors

- Comply with the provisions of the Law and the Company's Charter.
- Organizing regular meetings once a quarter, organizing extraordinary meetings when necessary to promptly resolve arising issues, to well implement the targets approved by the General Meeting of Shareholders and ensure that the Company continues to develop sustainably and stably in the long term during the period of price fluctuations in the industry.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN



NGUYỄN CONG DUNG

REPORT

2024 Business Performance and 2025 Plan Implementation

A. 2024 BUSINESS PERFORMANCE

I. PUBLISHING AND EDITING ACTIVITIES

- New titles: 57 (up 90% from 30 in 2023; 95% of the 2024 plan of 60 titles)

- Reprinted titles: 62 (up 24% from 54 in 2023; 124% of the 2024 plan of 57 titles)

The company sought new market-relevant topics, planned editorial timelines, urged manuscript progress, and coordinated with printing schedules to meet business demands.

Publishing management was performed regarding registrations, contracts with Hanoi Educational Publishing Service JSC, co-publishing and authoring agreements.

Served as liaison with manuscript partners; reviewed manuscripts prior to production.

Collaborated with Sales Dept. for projects with universities like: Hanoi Industrial Textile Garment University, Nam Dinh Nursing University, Hai Duong Medical University.

Table 01: Implementation of the editorial plan

NO.	Topic area	Number of topics by area								
		Plan 2024			Thực hiện 2024			Tỉ lệ TH/KH (%)		
		New	TB	Total	New	TB	Total	New	TB	Total
I	University - Enterprise books (Textbooks, exercises, ...)	44	34	78	41	46	87	93	135	111
II	Grade level books (Illiteracy eradication, handwriting practice, teacher training ...)	16	16	32	16	16	32	100	100	100
TOTAL		60	50	110	57	62	119	95	124	108

II. PRINTING – PUBLISHING WORK

1. Printing work

- Total number of printing decisions in 2024: 41 printing decisions, 106 book titles with 136,193 copies (reaching 214% compared to the same period in 2023 - 63,410 copies). The company has books to replace lost traditional products such as literacy books, topics, textbooks for university groups,

- Based on the proposal of the Business Department, timely printing decisions were made, meeting the progress of the business department's requirements.

- Monitor and closely follow the printing progress to have books on time according to the proposal of the Business Department.

Table 02: Summary of printing and warehousing results of the

TT	Mảng sách	Plan 2024 (bản)	Signed printing contract	Already warehousing (copy)	arehouse warehousing CK Ratio (%)	(%)		
						HĐI/KH	NK/HĐI	NK/CK
1	University - Enterprise books (Textbooks, exercises, ...)	50.000	53.515	53.515	53.515	107	100	84
2	Grade level books (Illiteracy eradication, handwriting practice, teacher training ...)	70.000	82.678	82.678	82.678	118	100	100
Total		120.000	136.193	136.193	136.193	113	113	214

2. Publishing work

- In 2024, 136,193 copies of books were published, with a total revenue of VND 8.3 billion, reaching 64% compared to the same period in 2023 (VND 12.8 billion).

- Developed a release plan for 2024, monitored inventory of book titles to propose timely and appropriate printing output, avoiding inventory. Received and processed orders.

- Marketed the company's book catalog to university libraries; agents and stores...

- Searched for markets to develop new product lines, diversifying customers with products expanding business areas to increase revenue: such as calendar production.

- In addition, the company's traditional book distribution also encountered many difficulties, because many schools have built electronic textbook systems for students, and large universities all have their own publishing channels.

From that reality, if we only maintain the publishing and distribution of traditional books, we will face many difficulties. Therefore, in 2024, the company has changed its strategies to suit the current situation, such as expanding sales methods on e-commerce sites such as Tiki, Shopee mall, Lazada...

- Continue to maintain the stability of wholesale and retail books, strengthen propaganda and introduction to schools, agents, customers, manage debts and complete the task of supplying to customers and agents.

- Well preserve goods in the warehouse, import and export promptly and accurately.

- Organize the export of goods to agents and localities to meet customer requirements

Table 04. 2024 issuance results

Unit: Book

TT Plan 2024 Implementation 2024 TH/KH ratio (%) Same period 2023 TH/CK ratio (%)
Plan 2024

1,010,000 846,478 84 2,004,829 42 100,000

III. OTHER ACTIVITIES

- Revenue from calendar activities reached 16.4 billion, a new product segment in 2024.

- Actively exploit external activities to compensate for revenue and strive to complete the 2024 plan.

- In 2024, the Company continues to complete the 4th and 5th grade illiteracy eradication materials

- Complete the complete book projects and new topics, reprints of Nam Dinh Nursing University, Hanoi University of Industry, University of Dentistry, ...

- Although in a short time, with the efforts of all staff in the company, the products were completed on schedule, bringing significant profits to the company's production activities.

- Publishing joint activities: The Company has signed a contract to edit and publish a set of high school graduation exam review books.

IV. FINANCE - ACCOUNTING - OFFICE WORK

- Complete the 2023 financial report and the 2023 audit.
- Complete the review report of the first 6 months of 2024 financial report.
- Complete the finalization of the shareholder list and assist the Board of Directors in organizing the 2024 Annual General Meeting of Shareholders.
- Actively collect debts, ensure the stability of the company's financial resources.
- Manage the company's financial resources reasonably, bring the best efficiency, and always meet the needs of production and business.
- Fully resolve social insurance regimes for the following subjects: sick leave, maternity leave, termination of labor contracts and signing of new labor contracts.
- Collaborate with the sales department to monitor the book warehouse at 86 Phu Vien. Closely monitor and control costs to bring about the Company's business efficiency and optimize costs.
- Coordinate smoothly with departments in handling common tasks: Economic contracts, Bidding documents, paper import, printing contracts...

V. PRODUCTION AND BUSINESS RESULTS IN 2024

Table 06. Financial data

No. Content Unit Plan 2024 Implementation

2024 Year 2023 Ratio of plan/plan

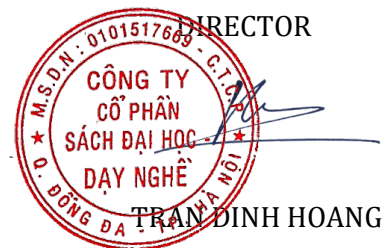
(%) Ratio of plan/stock 2023 (%)

1 Total revenue Million VND 20,000 24,741 15,600 124 158

2 Profit before tax “ 500 201 (1,700) 40 118

3 Equity (31/12/2024) “ 12,000 13,070 12,900 109 101

4 Charter capital (31/12/2024) “ 12,000 13,070 12,900 109 101





VIETNAM EDUCATION PUBLISHING HOUSE
UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness
Hanoi, April 21, 2025

**REPORT OF THE SUPERVISORY BOARD IN 2024,
OPERATION PLAN FOR 2025**

Dear Esteemed Shareholders,

Pursuant to the Law on Enterprises;

Pursuant to the Charter of the University and Vocational Book Joint Stock Company;

Pursuant to the Supervisory Board's operating regulations of the University and Vocational Book Joint Stock Company;

Pursuant to the audited financial statements for 2024 of the University and Vocational Book Joint Stock Company;

The Supervisory Board would like to report the inspection and supervision results of the Company's operations in 2024 and its operation plan for 2025 to the General Meeting of Shareholders as follows:

1. SUPERVISORY BOARD ACTIVITIES

Based on its functions and duties, the Supervisory Board monitored compliance with the Law on Enterprises and the Company's Charter in the management and operation of business activities, specifically:

- Checked the rationality, legality, accuracy, and prudence in the management activities by the Board of Directors and Executive Board; reviewed the issuance of management documents in accordance with laws and Company Charter.

- Supervised and provided input to the Board of Directors regarding implementation of General Meeting resolutions, and to the Executive Board on execution of Board resolutions.
- Evaluated coordination among departments; proposed solutions to improve management efficiency.
- Reviewed quarterly and annual financial statements to assess completeness and compliance.
- Supervised implementation of internal regulations to ensure fairness, transparency, and democracy.
- Received employee and shareholder feedback regarding operations, editorial schedules, etc., and forwarded them to the Board and Management for review.
- Oversaw business activities in accordance with the law, Charter, and General Meeting resolutions.

2. RESULTS OF SUPERVISION OF THE BOARD OF DIRECTORS AND EXECUTIVE BOARD

The Board of Directors fulfilled its duties in accordance with the law and Company Charter. In 2024, the Board held 4 meetings to implement resolutions and strategic business directions. All resolutions were seriously implemented by the Executive Board.

In 2024, the Supervisory Board verified the legality and prudence of operations, accounting, statistics, and financial reporting. It examined accounting books and related documents when necessary or upon shareholder request as per Article 115 of the Law.

Employee benefits were ensured in compliance with labor laws, Company Charter, and internal rules.

3. FINANCIAL STATEMENT ASSESSMENT RESULTS

3.1 Business performance in 2024

Unit: Million VND

No.	Item	Plan 2024	Total 2024	Total 2023	Comparison Total/plan	Comparison Total/ Same period
1	Total Revenue	20.000	25.028	15.820	125%	158%

2	Profit before tax	500	201	(1.759)	40%	-
3	Profit after tax	500	201	(1.759)	40%	-
3	Dividend ratio	3%	0%	0%	-	-

Source: Audited financial statements in 2024

The company's main revenue segments include:

- Net revenue from sales and service provision: VND 24,741,368,045

- Revenue from financial activities & Other income: VND 287,086,121

Year 2024 is a relatively difficult year for the Company. The Company has tried to complete the production and business plan targets approved by the 2024 Shareholders' Meeting. Reason: in 2024, the Company completely lost the production and supply of 4.0 technology stamps from the parent company Vietnam Education Publishing House (NXBGDVN), the National Defense and Security textbooks.

3.2. Other financial indicators

No.	Indicators	TH 2023 (million VND)	TH 2024 (million VND)	%TH/CK
1	Total assets	13.717	20.237	148%
1.1	Short-term assets	12.762	19.724	155%
1.2	Long-term assets	956	514	54%
2.	Liabilities	849	7.167	844%
2.1	Short-term debt	849	7.167	844%
2.2	Long-term debt	0	0	
3.	Owner's equity	12.869	13.070	102%
3.1	Owner's capital contribution	10.000	10.000	100%
3.2	Development investment fund	962	962	100%
3.3	Undistributed profit after tax	17	218	1.282%
3.4	Share capital surplus	1.890	1.890	

4.	Profit after tax/Total assets ratio		1,08%	-
5.	Profit after tax/Equity ratio		1,67%	-

Source: Audited financial statements 2024

Some basic financial indicators fluctuate in 2024 compared to 2023:

- Cash equivalents increase: VND 3,480 million
- Investments held to maturity: VND 2,521 million
- Short-term receivables from customers: VND 1,969 million.

4. OTHER ISSUES

Currently, the company's charter capital is VND 10 billion, the company is listed on the Hanoi Stock Exchange. In 2025, the charter capital must be increased to at least VND 30 billion, otherwise from January 1, 2026, the Company will be stripped of its public company status and will not be listed on HNX.

Corresponding to the increase in charter capital, the Company needs to expand its production and business activities to ensure effective use of capital.

Regarding the Accounting Manager, according to the provisions of the Securities Law, in case the Company has not appointed a chief accountant, it can appoint an accountant in charge, but the term of the Accountant in charge is only 12 months.

In 2024, the Company's human resources will have many fluctuations. By the end of 2024, there will be only 15 people, including 8 managers. The Company needs to consolidate and recruit additional personnel in accordance with the plan to increase capital and expand production and business activities.

5. SUPERVISION BOARD'S PROPOSALS AND RECOMMENDATIONS IN 2025

- Continue to review and perfect internal regulations, update current state regulations, in accordance with the actual operations of the company.
- Continue to fully and seriously implement state regulations, internal regulations of the Company, maintain good implementation of regulations on exploitation and management of manuscripts, materials, goods, and editorial service activities with units in the system.
- Actively urge the collection and have a plan to completely handle the bad debt that has been provisioned in 2024
- Continue to handle the Company's inventory.

- Recommend that the Company has a plan to increase charter capital to at least 30 billion VND.

- Research and supplement business lines, promote the development of production and business activities corresponding to the scale of increased capital and ensure effective use of capital.

- Effectively implement the 2025 production and business plan, ensure stable income for employees and editorial staff and strive to increase in the following years.

- Complete human resources to ensure the production and business activities of the Company

- Select and search for personnel to appoint a chief accountant to ensure compliance with legal regulations.

The above is the entire report of the Board of Supervisors of University and Vocational Books Joint Stock Company. On behalf of the Board of Supervisors, I would like to sincerely thank the Board of Directors, the Board of Directors and the departments and professional offices for creating conditions for us to complete the tasks assigned by the General Meeting of Shareholders.

Sincerely thank you!

Recipients:

- Board of Directors, Board of Management, Chief Accountant

- Shareholders

On behalf of the Supervisory Board

Chief of the Board

A handwritten signature in blue ink, appearing to be 'Tran Thi Thu Thuy', written in a cursive style.

Tran Thi Thu Thuy

VIETNAM EDUCATION PUBLISHING HOUSE
UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY
No: 011 /NQ-BOD

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness
Hanoi, April 21, 2025

SUBMISSION

On the approval of the audited financial statements for 2024

To: Annual General Meeting of Shareholders 2025

University and Vocational Books Joint Stock Company

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020
- Pursuant to the Law on Securities No. 54/2019/QH14 dated November 26, 2019;
- Pursuant to relevant legal documents;
- Pursuant to the Charter of organization and operation of University - Vocational Books Joint Stock Company;
- Pursuant to the audited financial statements for 2024;

The Board of Directors of University - Vocational Books Joint Stock Company respectfully submits to the General Meeting of Shareholders for approval of the 2024 financial statements audited by AAC Auditing and Accounting Company Limited, which have been publicly disclosed by the company in accordance with the provisions of law. The financial statements have been prepared and presented in accordance with the standards and have been audited, including:

1. Report of the Board of Directors;
2. Report of the Auditor;
3. Balance sheet as of December 31, 2024;
4. Report on Business Performance in 2024;
5. Cash Flow Statement;
6. Notes to the Financial Statements;

The detailed content of the audited 2024 Financial Report of the University - Vocational Training Book Joint Stock Company is published on the website <https://hevobooks.com/>.

Respectfully submit to the 2025 Annual General Meeting of Shareholders for approval.

Sincerely thank you!

On behalf of the Board of Directors
CHAIRMAN



PROPOSAL

On the selection of an auditing unit to review the interim financial statements and audit the 2025 financial statements

To: Annual General Meeting of Shareholders 2025

University and Vocational Books Joint Stock Company

- Pursuant to the Enterprise Law No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Securities Law No. 54/2019/QH14 dated November 26, 2019;
- Pursuant to relevant legal documents;
- Pursuant to the Charter of organization and operation of University and Vocational Books Joint Stock Company;

The Board of Supervisors of University - Vocational Books Joint Stock Company respectfully submits to the Annual General Meeting of Shareholders to vote on the list of independent auditing companies to audit the 2025 Financial Statements:

1. AAC Auditing and Accounting Company Limited
2. VACO Auditing Company Limited
3. AASC Auditing Company Limited

Respectfully submits to the General Meeting of Shareholders to authorize the Board of Directors to decide on the selection of one of the independent auditing companies named in the above list to review the mid-year financial statements and audit the 2025 Financial Statements of University - Vocational Books Joint Stock Company.

In case of necessity (the unit's capacity does not meet the requirements or the service price is not suitable for the company's situation and conditions or other reasons), the General Meeting of Shareholders authorizes the Board of Directors to decide to change the auditing unit outside the above list and select an independent auditing unit that meets the standards and capacity according to the regulations of the Ministry of Finance to review the interim financial statements and audit the financial statements for 2025.

Respectfully submit to the 2025 Annual General Meeting of Shareholders for approval.

Sincerely thank you!

**T. SUPERVISORY BOARD
HEAD OF BOARD**



Tran Thi Thu Thuy

SUBMISSION

Regarding remuneration of the Board of Directors and Supervisory Board

To: Annual General Meeting of Shareholders 2025

University and Vocational Books JSC

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Law on Securities No. 54/2019/QH14 dated November 26, 2019;
- Pursuant to relevant legal documents;
- Pursuant to the Charter of organization and operation of University - Vocational Books Joint Stock Company;

The Board of Directors of University - Vocational Books Joint Stock Company respectfully submits to the Annual General Meeting of Shareholders to vote and approve the remuneration of the Board of Directors and the Board of Supervisors in 2025 as follows:

1. Report on remuneration of the Board of Directors and the Board of Supervisors in 2024

No	Title	Coefficient
1.	Chairman of the Board of Directors	1
2.	Member of the Board of Directors	0,7
3.	Head of the Board of Supervisors	0,7
4.	Member of the Board of Supervisors	0,5
5.	Expenditure level Coefficient 1	5,000,000 VND/month
6.	Source of expenditure	Included in production and business costs

With the production and business results in 2024, according to the financial report, the total income of the Board of Directors and the Board of Supervisors included in the company's production and business expenses in 2024 is 330,000,000 VND.

2. Proposed remuneration for the Board of Directors and Supervisory Board in 2025


Total remuneration for the Board of Directors and Supervisory Board in 2025: based on the results of production and business activities in 2025, authorized for the Board of Directors to decide.

Respectfully submit to the Annual General Meeting of Shareholders for approval.

Sincerely thank you!

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN



NGUYEN CONG DUNG

VIETNAM EDUCATION PUBLISHING HOUSE
UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY (HEV)
SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

No.: 031/TTr - BOD

Hanoi, April 21, 2025

PROPOSAL

(Re: Approval of the Plan to Issue Additional Shares to Increase Charter Capital in 2025)

To: 2025 Annual General Meeting of Shareholders

University and Vocational Book Joint Stock Company

Pursuant to:

- Enterprise Law No. 59/2020/QH14 dated June 17, 2020;
- Securities Law No. 54/2019/QH14 dated November 26, 2019;
- Charter of the University and Vocational Book Joint Stock Company;
- Current actual production and business situation of the Company and capital needs in the near future.

The Board of Directors respectfully submits to the General Meeting of Shareholders for consideration and approval of the plan to issue additional shares to increase charter capital in 2025, specifically as follows:

1. Purpose of the issuance:

- To increase the Company's charter capital;

- To enhance the Company's financial capacity;
- To supplement working capital for business activities.

2. Form of issuance: Issuing shares to existing shareholders.

3. Expected issuance plan:

- Stock type: Common shares;
- Par value: VND 10,000/share;
- Expected issuance volume: 1,000,000 shares;
- Total par value of issuance: VND 10,000,000,000;
- Issuance ratio: 100% (Shareholders owning 01 share are entitled to buy 01 new share);
- Transfer rights: Allowed;
- Subscription rights: Not allowed to transfer;
- Selling price: VND 10,000/share.

4. Total expected proceeds: VND 10,000,000,000 (Ten billion VND).

5. Plan for using proceeds from the issuance:

- Entire proceeds will be used to supplement working capital for production and business activities.

6. Tentative implementation time: 2025 (after approval from the State Securities Commission).

7. Plan to handle odd shares and undistributed shares (if any):

- Shares not fully subscribed by existing shareholders (including odd shares due to rounding) will be decided by the Board of Directors to offer to other investors with prices not lower than those offered to existing shareholders.

- These shares are subject to transfer restrictions for at least 1 year from the date of issuance completion.

8. Authorization proposal:

Request the General Meeting of Shareholders to authorize the Board of Directors to:

- Decide on the timing and implementation plan;
- Complete documents and procedures with relevant agencies (State Securities Commission, Department of Planning and Investment, etc.);
- Finalize the number of shares issued and the results of the issuance;
- Amend and supplement the Company Charter corresponding to the increased charter capital after issuance.

We respectfully submit to the General Meeting of Shareholders for review and approval.

Recipients:

- As above;
- Board of Directors, Supervisory Board;
- Archive: Office.

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



PROPOSAL OF THE BOARD OF DIRECTORS

Regarding the Dismissal of a Member of the Board of Directors for the 2022–2026 Term

Ms. Nguyen Thi Huu

To: The General Meeting of Shareholders

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020, as amended by Law No. 03/2022/QH15 dated January 11, 2022;
- Pursuant to the Charter of Organization and Operation of the University and Vocational Book Joint Stock Company;
- Pursuant to the resignation letter of Ms. Nguyen Thi Huu from the Board of Directors for the 2022–2026 term submitted to the Company on April 4, 2024,

The Board of Directors respectfully submits to the General Meeting of Shareholders for review and approval of the following content:

On April 4, 2024, the Company received the resignation letter from Ms. Nguyen Thi Huu for her position as a member of the Board of Directors for the 2022–2026 term. Pursuant to Clause 1, Article 14 of the Company Charter, the Board of Directors respectfully proposes that the General Meeting of Shareholders approve the resignation of Ms. Nguyen Thi Huu from her position as a Board member.

The resignation shall take effect upon and from the time it is approved by the 2025 Annual General Meeting of Shareholders of the Company.

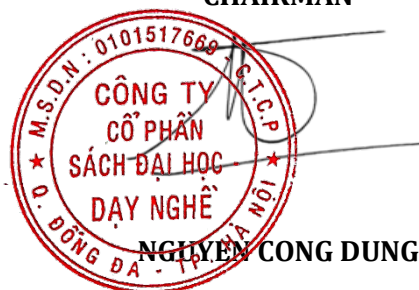
After the resignation of Ms. Nguyen Thi Huu is approved, the Board of Directors of the University and Vocational Book Joint Stock Company for the 2022–2026 term will conduct a by-election to fill the vacancy in accordance with current laws and the Company's Charter. Respectfully submitted to the General Meeting of Shareholders for consideration and approval.

Sincerely!

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

Recipients:

- Shareholders;
- BOD, BOM;
- Archive: Office.



VIETNAM EDUCATION PUBLISHING HOUSE
UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY
No. 014 / PPR - BOD

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness
Hanoi, April 21, 2025

PROPOSAL

On the approval of the 2024 profit distribution plan

To: The Annual General Meeting of Shareholders 2025

University and Vocational Book Joint Stock Company

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Law on Securities No. 54/2019/QH14 dated November 26, 2019;
- Pursuant to relevant legal documents;
- Pursuant to the Charter of Organization and Operation of the University and Vocational Book Joint Stock Company;

The Board of Directors of the University and Vocational Book Joint Stock Company respectfully submits to the Annual General Meeting of Shareholders for approval of the 2024 profit distribution plan as follows:

No.	Description	Amount (VND)
1.	Profit before corporate income tax	201,484,842
2.	Corporate income tax	0
3.	Profit after corporate income tax (3 = 1 - 2)	201,484,842
4.	Appropriation to funds:	
	- Bonus and welfare fund	0
5.	Dividend distribution (0)	0
6.	Undistributed remaining profit (6 = 3 - 4 - 5)	218,061,385

Respectfully submitted to the Annual General Meeting of Shareholders 2025 for approval.

Sincerely!

Recipients:

- Shareholders;
- BOD, BOM;
- Archive: Office.

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



PROPOSAL

On the Dismissal and Additional Election of Members of the Board of Directors

Term 2022 - 2026

To: General Meeting of Shareholders

University and Vocational Book Joint Stock Company

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;
- Pursuant to the Law on Securities No. 54/2019/QH14 dated November 26, 2019;
- Pursuant to relevant legal documents;
- Pursuant to the Charter of Organization and Operation of the University and Vocational Book Joint Stock Company;
- Pursuant to the resignation letters of Ms. Nguyen Thi Huu and Mr. Nguyen Cong Dung from the Board of Directors;
- Pursuant to the Notice of shareholder group nominating candidates for additional election to the Board of Directors for the 2022–2026 term;

I. Dismissal of Members of the Board of Directors:

Currently, the Board of Directors of HEV consists of 05 members as follows:

No.	Full Name
1	Mr. Nguyen Cong Dung
2	Mr. Dang Tran Bao Tin
3	Ms. Nguyen Bich Ngoc
4	Ms. Nguyen Thi Huu
5	Ms. Ta Thi Thanh Huyen

Based on the resignation letters of Ms. Nguyen Thi Huu and Mr. Nguyen Cong Dung, and to ensure corporate governance and management according to the Company Charter and applicable laws, the Board of Directors respectfully submits to the 2025 Annual General Meeting of Shareholders for approval of the dismissal of BOD members who have submitted their resignations and to elect additional members to the Board for the 2022–2026 term.

II. Additional Election of Members of the Board of Directors for the 2022–2026 Term:

Number of additional members to be elected: 02 members

The list of qualified candidates nominated by the major shareholder group for additional election to the Board of Directors for the 2022–2026 term includes the following 02 individuals:

No.	Full Name	Professional Qualification	Notes
1	Ms. Doan Linh Huong		
2			

The election shall be conducted in accordance with the Law on Enterprises.

Respectfully submitted to the General Meeting of Shareholders for consideration and approval.


Sincerely.

Recipients:

- Shareholders;
- BOD, BOM;
- Archive: Office.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN



NGUYEN CONG DUNG

Số: 018 /TTr - HĐQT

Hà Nội, ngày 21 tháng 4 năm 2025

TỜ TRÌNH

Về việc bổ sung ngành nghề đăng ký kinh doanh

**Kính gửi: Đại hội đồng cổ đông thường niên 2025
Công ty Cổ phần Sách Đại học - Dạy nghề**

- Căn cứ Luật Doanh nghiệp số 59/2020/QH14 ngày 17 tháng 6 năm 2020;
- Căn cứ Luật Chứng khoán số 54/2019/QH14 ngày 26 tháng 11 năm 2019;
- Căn cứ các văn bản pháp luật có liên quan;
- Căn cứ Điều lệ tổ chức và hoạt động của CTCP Sách Đại học - Dạy nghề;

Căn cứ tình hình kinh doanh thực tế hiện nay của Công ty Cổ phần Sách Đại học - Dạy nghề, Hội đồng Quản trị kính trình Đại hội đồng cổ đông xem xét thông qua bổ sung ngành, nghề kinh doanh trên Giấy chứng nhận đăng ký doanh nghiệp của Công ty Cổ phần Sách Đại học - Dạy nghề như sau:

1. Bổ sung ngành nghề kinh doanh:

Ngành, nghề kinh doanh đăng ký bổ sung	Mã ngành
Kinh doanh bất động sản, quyền sử dụng đất thuộc chủ sở hữu, chủ sử dụng hoặc đi thuê Chi tiết: Kinh doanh bất động sản Loại trừ: Đầu tư xây dựng hạ tầng nghĩa trang, nghĩa địa để chuyển nhượng quyền sử dụng đất gắn với hạ tầng	6810
Tư vấn, môi giới, đấu giá bất động sản, đấu giá quyền sử dụng đất Chi tiết: Dịch vụ môi giới bất động sản, dịch vụ tư vấn bất động sản, dịch vụ quản lý bất động sản Loại trừ: Đấu giá, tư vấn pháp luật về bất động sản; dịch vụ đấu giá tài sản	6820
Hoạt động dịch vụ hỗ trợ liên quan đến vận tải Chi tiết: Dịch vụ giao nhận hàng hóa	5229
Kho bãi và lưu giữ hàng hóa	5210
Xuất bản sách	5811
Xuất bản các danh mục chỉ dẫn và địa chỉ	5812
Xuất bản báo, tạp chí và các ấn phẩm định kỳ	5813
Hoạt động xuất bản khác	5819
Quảng cáo	7310
Ngành nghiên cứu, thăm dò dư luận Loại trừ: Dịch vụ thăm dò ý kiến công chúng (thăm dò dư luận)	7320
Cho thuê máy móc, thiết bị và đồ dùng hữu hình khác không kèm người điều khiển	7730
Hoạt động hành chính và hỗ trợ văn phòng	8211
Hoạt động tài chính khác chưa được phân vào đâu Chi tiết: Đầu tư tài chính, đầu tư góp vốn, mua bán cổ phiếu, trái phiếu...	6499

Ngành, nghề kinh doanh đăng ký bổ sung	Mã ngành
Loại trừ: hoạt động ngân hàng, bảo hiểm, hoặc môi giới, tư vấn hay bảo lãnh phát hành chứng khoán của công ty chứng khoán.	
Hoạt động hỗ trợ dịch vụ tài chính chưa được phân vào đâu Chi tiết: Tư vấn đầu tư (không bao gồm tư vấn pháp luật, tài chính, thuế, kiểm toán, kế toán, chứng khoán)	6619
Bán buôn tổng hợp Loại trừ: Thực hiện quyền xuất khẩu, quyền nhập khẩu, quyền phân phối đối với các hàng hóa thuộc Danh mục hàng hóa nhà đầu tư nước ngoài, tổ chức kinh tế có vốn đầu tư nước ngoài không được thực hiện quyền xuất khẩu, quyền nhập khẩu, quyền phân phối và hàng hóa Nhà nước cấm.	4690

2. Thông qua sửa đổi, bổ sung Điều lệ

- Thông qua sửa đổi bổ sung Khoản 1 Điều 4 Điều lệ tổ chức và hoạt động của Công ty cổ phần Sách Đại học – Dạy nghề theo nội dung 1 nói trên.

3. Đại hội đồng cổ đông ủy quyền cho Hội đồng quản trị:

- Tiến hành các thủ tục có liên quan với Phòng đăng ký kinh doanh - Sở Kế hoạch và Đầu tư thành phố Hà Nội để thay đổi Giấy chứng nhận đăng ký doanh nghiệp; Sửa đổi bổ sung Điều lệ tổ chức và hoạt động của Công ty; thực hiện công bố thông tin sau khi thay đổi Giấy chứng nhận đăng ký doanh nghiệp và sửa đổi Điều lệ theo quy định của pháp luật.

- Trong quá trình thực hiện, Hội đồng quản trị được quyền giao nhiệm vụ/ủy quyền cho Giám đốc - Người đại diện theo pháp luật của Công ty Cổ phần Sách Đại học - Dạy nghề triển khai các công việc cụ thể để thực hiện các thủ tục có liên quan với Phòng đăng ký kinh doanh - Sở Kế hoạch và Đầu tư thành phố Hà Nội để thay đổi Giấy chứng nhận đăng ký doanh nghiệp; Sửa đổi bổ sung Điều lệ tổ chức và hoạt động của Công ty; thực hiện công bố thông tin sau khi thay đổi Giấy chứng nhận đăng ký doanh nghiệp và sửa đổi Điều lệ theo quy định của pháp luật.

Hội đồng quản trị kính trình Đại hội đồng cổ đông xem xét, thông qua.

Trân trọng cảm ơn!

Nơi nhận:

- Như trên;
- HĐQT, BKS;
- Ban Giám đốc;
- Lưu: VT, HĐQT.





VIETNAM EDUCATION PUBLISHING HOUSE
UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

**MINUTES OF SHAREHOLDER ELIGIBILITY VERIFICATION
FOR PARTICIPATION IN THE 2025 ANNUAL GENERAL MEETING
UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020, of the National Assembly of the Socialist Republic of Vietnam and guiding documents;

- Pursuant to the Charter of the University and Vocational Book Joint Stock Company;

Today, April 25, 2025, at the Hall of Vietnam Education Publishing House – 187B Giang Vo, Dong Da District, Hanoi City, the Shareholder Eligibility Verification Committee comprising:

Ms. Pham Thi Thu Trang	- Head
Ms. Dao Thi Thao	- Member
Ms. Nguyen Thi Thu Hien	- Member

has conducted the verification of the eligibility of shareholders participating in the 2025 Annual General Meeting of the University and Vocational Book Joint Stock Company. As of the opening of the meeting at 08:30 AM on April 25, 2025, the verification results are as follows:

Total number of shareholders as of March 26, 2025: shareholders

Total number of voting shares: 1,000,000 shares

Total number of shareholders eligible to attend the meeting: shareholders

Of which:

Number of shareholders attending directly: shareholders, representing shares, accounting for% of total voting shares.

Number of shareholders represented by proxy: shareholders, representing shares, accounting for% of total voting shares.

Total voting shares represented at the meeting: shares, accounting for% of total voting shares.

All shareholders and proxies are eligible to participate in the Meeting.

According to Article 145 of the Enterprise Law and the Charter of the University and Vocational Book Joint Stock Company, the 2025 Annual General Meeting of Shareholders held on April 25, 2025 is lawful, valid, and eligible to proceed.

This minutes was made at 8:30 AM on April 25, 2025. The members of the Shareholder Eligibility Verification Committee unanimously agreed and authorized the Head of the Committee to announce the verification results to the 2025 Annual General Meeting of Shareholders. All related documents were handed over to the Chairperson of the Meeting.

HEAD OF THE COMMITTEE

MEMBER

MEMBER

Pham Thi Thu Trang

Dao Thi Thao

Nguyen Thi Thu Hien

VIETNAM EDUCATION PUBLISHING HOUSE
UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY
No: 024 /BC-AGM-UVB

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness
Hanoi, April 25, 2025

BALLOT COUNTING MINUTES
ON THE ADDITIONAL ELECTION OF
MEMBERS OF THE BOARD OF DIRECTORS TERM V (2022–2026)

I.COMPANY INFORMATION:

UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY

Enterprise Registration Certificate No. 0101517669 first issued on July 28, 2004, amended for the 7th time on June 7, 2024.

Address: 187B Giang Vo, Cat Linh, Dong Da, Hanoi

II. THE GENERAL MEETING ELECTED THE BALLOT COUNTING COMMITTEE CONSISTING OF:

- Mr. Pham Tuan Anh – Head
- Ms. Hoang Khanh Linh – Member
- Mr. Nguyen Duy Manh – Member

III.PURPOSE:

The 2025 Annual General Meeting of Shareholders of the University and Vocational Book Joint Stock Company conducted an additional election of members to the Board of Directors for Term V (2022–2026) by cumulative voting method.

IV.ELECTION RESULTS FOR ADDITIONAL MEMBERS TO THE BOARD OF DIRECTORS TERM V (2022–2026)

The Ballot Counting Committee conducted the counting of votes for the additional election of members to the Board of Directors for Term V (2022–2026) at the 2025 Annual General Meeting by secret ballot and cumulative voting method.

Election Results:

Total ballots issued: ballots

Total ballots collected: ballots, of which:

+ Valid ballots: ballots

+ Invalid ballots: ballots

The results of the additional election to the Board of Directors are as follows:

Full Name

Total Votes Received

Percentage of Total Voting Shares at the Meeting

Mr./Ms.

Mr./Ms.

Based on the Election Regulations and the above ballot counting results, the following individuals were elected to the Board of Directors Term V (2022–2026) of the University and Vocational Book Joint Stock Company:

Full Name

Mr./Ms.:

Mr./Ms.:

The ballot counting was concluded at 11:30 AM on April 25, 2025.

This minutes includes 02 (two) pages, has been read, understood, and agreed upon by all members of the Ballot Counting Committee. The Head of the Ballot Counting Committee announced the results to the General Meeting. All ballots and this minutes were handed over to the Chairperson of the General Meeting.

CHAIRPERSON OF THE GENERAL MEETING

BALLOT COUNTING COMMITTEE MEMBERS

NGUYEN CONG DUNG

Head

Member

Member



BOARD OF DIRECTORS
VIETNAM EDUCATION PUBLISHING HOUSE
UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK
COMPANY
023 /BC-ĐH-DN

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness
Hanoi, April 25, 2025

Draft

BALLOT COUNTING MINUTES

I. COMPANY INFORMATION

UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY

Enterprise Registration Certificate No. 0101517669 first issued on July 28, 2004, amended for the 7th time on June 7, 2024.

Address: 187B Giang Vo, Cat Linh, Dong Da, Hanoi

II. THE GENERAL MEETING ELECTED THE BALLOT COUNTING COMMITTEE INCLUDING THE FOLLOWING MEMBERS:

- Mr. Pham Tuan Anh - Head of Committee
- Mr. Nguyen Duy Manh - Member
- Ms. Hoang Khanh Linh - Member

III. PURPOSE AND MATTERS TO BE VOTED ON:

The 2025 Annual General Meeting of Shareholders of the University and Vocational Book Joint Stock Company adopted the following issues under its authority via secret ballot:

1. Approval of the General Director's report on 2024 business performance and 2025 business plan.
2. Approval of the Board of Directors' report on 2024 activities and 2025 plan.
3. Approval of the Supervisory Board's report on 2024 activities and 2025 plan.
4. Approval of the audited 2024 financial statements.
5. Approval of the proposal to select an independent audit firm for the 2025 financial statements.
6. Approval of the proposal to supplement business registration lines.
7. Approval of the proposal to issue additional shares to increase charter capital.

8. Approval of the proposal to dismiss and elect additional BOD members for the 2022–2026 term.

IV. THE GENERAL MEETING CONDUCTED THE VOTING

Total number of ballots issued at the meeting: ballots

Total number of ballots collected: ballots

- Valid ballots: ballots, equivalent to shares.

- Invalid ballots: ballots, equivalent to shares.

1. Approval of the General Director's report on 2024 business performance and 2025 business plan.

· Shares in favor: shares, equivalent to% of total votes of all shareholders attending and voting at the meeting.

· Shares against: shares, equivalent to% of total votes of all shareholders attending and voting at the meeting.

· Shares abstaining: shares, equivalent to% of total votes of all shareholders attending and voting at the meeting.

2. Approval of the Board of Directors' report on 2024 activities and 2025 plan.

· Shares in favor: shares, equivalent to%

· Shares against: shares, equivalent to%

· Shares abstaining: shares, equivalent to%

3. Approval of the Supervisory Board's report on 2024 activities and 2025 plan.

· Shares in favor: shares, equivalent to%

· Shares against: shares, equivalent to%

· Shares abstaining: shares, equivalent to%

4. Approval of the audited 2024 financial statements.

· Shares in favor: shares, equivalent to%

· Shares against: shares, equivalent to%

· Shares abstaining: shares, equivalent to%

5. Approval of the proposal to select an independent audit firm for the 2025 financial statements.

- Shares in favor: shares, equivalent to%
- Shares against: shares, equivalent to%
- Shares abstaining: shares, equivalent to%

6. Approval of the proposal to supplement business registration lines.

- Shares in favor: shares, equivalent to%
- Shares against: shares, equivalent to%
- Shares abstaining: shares, equivalent to%

7. Approval of the proposal to issue additional shares to increase charter capital.

- Shares in favor: shares, equivalent to%
- Shares against: shares, equivalent to%
- Shares abstaining: shares, equivalent to%

8. Approval of the proposal to dismiss and elect additional BOD members for the 2022-2026 term.

- Shares in favor: shares, equivalent to%
- Shares against: shares, equivalent to%
- Shares abstaining: shares, equivalent to%

V. SUMMARY OF APPROVED ISSUES:

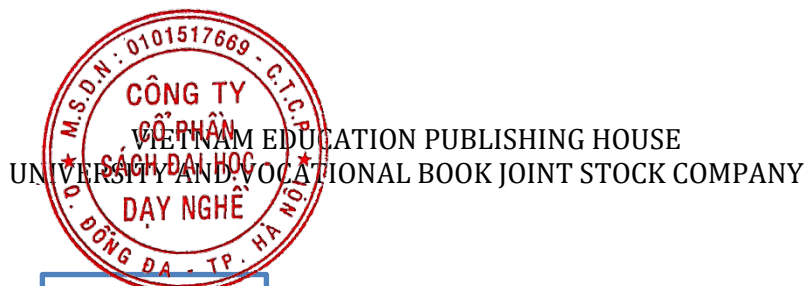
1. Approved the General Director's report on 2024 business results and 2025 plan;
2. Approved the BOD's report on 2024 performance and 2025 plan;
3. Approved the Supervisory Board's report on 2024 performance and 2025 plan;
4. Approved the audited financial statements for 2024;
5. Approved the selection of an independent audit firm for 2025;
6. Approved the supplement to business registration lines;
7. Approved the issuance of additional shares to increase charter capital;
8. Approved the dismissal and additional election of BOD members for the 2022-2026 term.

This minutes was made in 04 original copies, at hours, minutes on April 25, 2025.

CHAIRPERSON OF THE GENERAL MEETING

HEAD OF THE BALLOT COUNTING COMMITTEE

BALLOT COUNTING COMMITTEE MEMBERS



SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness
Hanoi, April 25, 2025

MINUTES
ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025
UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY

I. COMPANY INFORMATION

Company name:	UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY
Business Registration Certificate No.:	0101517669 issued by the Hanoi Department of Planning and Investment, initially on July 28, 2004; last amended for the 7th time on June 7, 2024.
Registered address:	187B Giang Vo, Dong Da, Hanoi
Business address:	187B Giang Vo, Dong Da, Hanoi

II. TIME, VENUE AND PARTICIPANTS

1. Meeting time:	Started at 8:30 AM on April 25, 2025
2. Meeting venue:	22/12 Hall – Vietnam Education Publishing House – 187B Giang Vo, Dong Da District, Hanoi City
3. Participants:	
Presidium:	
Mr. Nguyen Cong Dung	– Chairman of the Board of Directors – Chairperson
Ms. Nguyen Bich Ngoc	Member of the Board of Directors
Mr. Tran Dinh Hoang	General Director
Secretariat:	
Ms. Nguyen Minh Tue	Head of Secretariat
Ms. Truong Thi Hang	Member
Shareholder Status Verification Committee:	
Ms. Pham Thi Thu Trang	Head
Ms. Dao Thi Thao	Member
Ms. Nguyen Thi Thu Hien	Member
Vote Counting Committee:	
Mr. Pham Tuan Anh	Head
Ms. Hoang Khanh Linh	Member

Mr. Nguyen Duy Manh	Member
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Shareholders attending at the opening of the General Meeting:

According to the report by Ms. Pham Thi Thu Trang – Head of the Shareholder Status Verification Committee – the shareholder validation results at the opening time of the Annual General Meeting 2025 (08:30 AM) were as follows:

- Total shareholders listed as of March 26, 2025: shareholders.
- Total voting shares: 1,000,000 shares.
- Total shareholders attending the meeting: shareholders, representing shares, equivalent to% of total voting shares.

Of which:

- + Shareholders directly attending: shareholders, representing shares, equivalent to%.
- + Authorized representatives attending: individuals, representing shares, equivalent to%.

Based on Article 145 of the Enterprise Law and the Company's Charter, the Annual General Meeting of Shareholders 2025 of University and Vocational Book Joint Stock Company held on April 25, 2025 is valid, legal, and eligible to proceed.

At the time of voting on the reports and proposals, the total number of shareholders and authorized persons present was: shareholders, representing shares, equivalent to% of the total voting shares.

III. MEETING AGENDA

1. Opening of the Meeting

1.1. Ms. Nguyen Thi Thanh Hang announced the reason for the meeting and introduced the delegates. She presented and requested the approval for the personnel of:

- The Presidium
- The Secretariat
- The Vote Counting Committee

The General Meeting approved the above personnel by raising voting cards, with 100% of the total voting shares in favor.

1.2. Mr. Nguyen Cong Dung – Chairman of the BOD – presented and requested approval of the Meeting Agenda.

The General Meeting approved by raising voting cards with 100% in favor.

1.3. Mr. Nguyen Cong Dung presented and requested approval of the Meeting Regulations.

The General Meeting approved by raising voting cards with 100% in favor.

2. Meeting Agenda Items

2.1. Mr. Nguyen Cong Dung – Chairman of the Board of Directors – presented the BOD's 2024 activity report and 2025 operational plan (attached document).

2.2. Mr. Tran Dinh Hoang – General Director – presented the Management Report on 2024 performance, the audited 2024 Financial Statements, and the 2025 Business Plan.

2.3. Ms. Tran Thi Thu Thuy – Head of Supervisory Board – presented the Supervisory Board's 2024 activity summary and 2025 plan (attached document).

2.4. Mr. Nguyen Cong Dung presented the following proposals:

- Approval of audited 2024 financial statements
- Proposal on issuance of additional shares to increase charter capital
- Proposal to supplement business lines
- Proposal on dismissal and additional election of BOD members for the 2022–2026 term

2.5. Ms. Tran Thi Thu Thuy presented:

- Proposal on selecting an independent auditing firm for the 2025 financial statements

3. Shareholders' discussions and questions to the Board of Directors and Management

[illegible]

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4. Statements from Attendees:

..... – Vietnam Education Publishing House representative gave a statement.

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5. Voting on the Meeting Agenda Items:

Mr. Nguyen Cong Dung requested voting on all agenda items by raising voting cards.

Voting results:

5.1. Approval of the BOD's 2024 report and 2025 plan:

- No opposing opinions.
- Voting results: shareholders, shares in favor,% of voting shares.

5.2. Approval of 2024 business results, audited financials and 2025 business plan:

2024 business results:

- Total revenue:	VND 25,028,454,166
- Profit before tax:	VND 201,484,842
- Profit after tax:	VND 201,484,842
- Salary fund:	VND 1,833,798,150
- BOD & Supervisory Board remuneration:	VND 330,000,000

- Dividend payout: VND 0 (VND 0/share)
- Bonus & welfare funds: VND 0

2025 Business Plan:

- Revenue: VND 20,000,000,000
- Profit before tax: VND 500,000,000
- Dividend payout ratio: minimum 3% (in cash or shares)
- Authorization to the BOD for fund allocation, salary rates and 2025 remuneration.
- Voting results: shareholders, shares in favor,%.

5.3. Approval of Supervisory Board's 2024 report and 2025 plan.

Voting results: shareholders, shares in favor,%.

5.4. Approval of audited 2024 financial statements.

Voting results: shareholders, shares in favor,%.

5.5. Approval of BOD and Supervisory Board remuneration for 2024.

Voting results: shareholders, shares in favor,%.

5.6. Approval of independent auditor selection for mid-year and full-year 2025 financial audit.

Authorization to the BOD to select a qualified auditing firm.

Voting results: shareholders, shares in favor,%.

5.7. Approval of supplementing business lines.

Voting results: shareholders, shares in favor,%.

5.8. Approval of dismissal and additional election of BOD members for 2022–2026.

Voting results: shareholders, shares in favor,%.

6. Additional Election of BOD Members – Term V (2022–2026)

Ms. – Head of Vote Counting Committee – presented and requested approval of election regulations.

The meeting approved with 100% of voting shares in favor.

6.1. Election results for BOD members:

- Ballots issued:

- Ballots collected:

- Valid ballots:

- Invalid ballots:

Elected BOD Members:

Full Name	Total Votes	% of Voting Shares
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Mr. ...		
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Ms. ...		
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SUMMARY OF APPROVED ISSUES:

1. Approval of BOD report on 2024 performance and 2025 plan.
2. Approval of Management's report on 2024 business results, audited financials and 2025 plan.
3. Approval of Supervisory Board's report on 2024 activities and 2025 plan.
4. Approval of various proposals: audited financials, auditor selection, BOD/SB remuneration, business line addition, capital raise via share issuance.
5. Approval of dismissal and additional election of BOD members for 2022–2026.

LIST OF ELECTED BOARD MEMBERS

No.	Full Name	% of Voting Shares
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1	Mr. ...	
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2	Ms. ...	
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APPROVAL OF THE MINUTES AND RESOLUTIONS

The Secretariat recorded these minutes fully and accurately. The General Meeting unanimously approved the minutes and resolution with 100% of voting shares.

CLOSURE OF THE MEETING

The meeting was adjourned at 11:30 AM on the same day.

Chairperson of the Meeting

Secretary

Chairman of the Board

Head of the Secretariat

Nguyen Cong Dung



DRAFT

VIETNAM EDUCATION PUBLISHING HOUSE
UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK
COMPANY

No: 025 /NQ-BOD

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness
Hanoi, April 25, 2025

RESOLUTION

ANNUAL GENERAL MEETING OF SHAREHOLDERS 2025 UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY

THE GENERAL MEETING OF SHAREHOLDERS UNIVERSITY AND VOCATIONAL BOOK JOINT STOCK COMPANY

Pursuant to the Enterprise Law No. 59/2020/QH14 dated June 17, 2020, issued by the National Assembly of the Socialist Republic of Vietnam and its guiding documents;

Pursuant to the Charter of University and Vocational Book Joint Stock Company;

Pursuant to the Minutes of the 2025 Annual General Meeting of Shareholders of the University and Vocational Book Joint Stock Company dated April 25, 2025;

RESOLVES:

Article 1. The 2025 Annual General Meeting of Shareholders of the University and Vocational Book Joint Stock Company approves the following contents:

1. Approval of the Report on activities of the Board of Directors in 2024 and the operational directions for 2025;
2. Approval of the Business Results Report for 2024 and the Business Plan for 2025, with the main details as follows:

Business results for 2024:

Total revenue in 2024: (Including: sales and service revenue + financial income + other income)	VND 25,028,454,166
Profit before tax in 2024:	VND 201,484,842
Profit after tax in 2024:	VND 201,484,842
Salary fund for 2024:	VND 1,833,798,150
Remuneration for the Board of Directors and Supervisory Board in 2024:	VND 330,000,000
Profit distribution after tax in 2024:	

Dividend payout ratio in cash for 2024:	0%
Business plan for 2025:	
Total projected revenue:	VND 20,000,000,000
Salary fund for 2025:	from VND 1,950,000,000
Remuneration for BOD and Supervisory Board:	authorized to the BOD based on business results
Projected profit before tax:	VND 500,000,000
Dividend payout ratio:	Minimum 3% in cash

3. Approval of the Supervisory Board's report on operations in 2024 and the operational plan for 2025;
4. Approval of the audited financial statements for 2024;
5. Selection of an independent auditing firm to audit the financial statements for 2025;
6. Approval of remuneration for the Board of Directors and the Supervisory Board;
7. Approval of the 2024 profit distribution plan;
8. Approval of dismissal and additional election of members of the Board of Directors;
9. Approval of the plan to issue additional shares to increase charter capital;
10. Approval of the addition of business registration lines;

Article 2. The 2025 Annual General Meeting of Shareholders of the University and Vocational Book Joint Stock Company additionally elects members of the Board of Directors for Term V (2022–2026), with the following results:

No.	Full Name	Result
1	Mr. ...	Elected
2	Ms. ...	Elected

Article 3. Execution Clause:

1. This resolution takes effect from April 25, 2025.
2. The Board of Directors, Supervisory Board, Board of Management of the University and Vocational Book Joint Stock Company and all relevant individuals are responsible for implementing the contents mentioned above in accordance with the laws and the Company Charter.

Recipients:

SSC, HNX (for reporting);
 VEPH (for reporting);
 BOD, Supervisory Board, Management Board (for implementation);
 Company shareholders;
 Archive: Admin Department, BOD Secretary.

**ON BEHALF OF THE GENERAL
 MEETING OF SHAREHOLDERS
 CHAIRPERSON**

Nguyen Cong Dung

