



CÔNG TY CỔ PHẦN DƯỢC PHẨM TRUNG ƯƠNG CODUPHA

Trụ sở chính: 262L Lê Văn Sỹ, Phường Nhiều Lộc, TP. Hồ Chí Minh

Giấy CNĐKDN số: 0300483319

Điện thoại: (028) 3865 1909 Email: tchc@codupha.com.vn Website: <https://codupha.com.vn/>

THƯ MỜI THAM DỰ ĐẠI HỘI ĐỒNG CỔ ĐÔNG BẤT THƯỜNG NĂM 2025 INVITATION LETTER

OF THE EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS IN 2025

Căn cứ Điều lệ tổ chức và hoạt động của Công ty Cổ phần Dược phẩm Trung ương Codupha, Hội đồng quản trị Công ty trân trọng kính mời Quý cổ đông tham dự Đại hội đồng cổ đông bất thường năm 2025 như sau:

Pursuant to the Charter of Organization and Operation of Codupha Central Pharmaceutical Joint Stock Company, the Board of Directors of the Company respectfully invites shareholders to attend the Extraordinary General Meeting of Shareholders in 2025 as follows:

1. Thời gian tổ chức: 09 giờ 00 phút, Thứ năm, ngày 27 tháng 11 năm 2025

Time: 09:00 A.M., Thursday, November 27th, 2025

2. Địa điểm tổ chức: Lầu 6, 262L Lê Văn Sỹ, Phường Nhiều Lộc, TP. Hồ Chí Minh

Venue: 6th Floor, 262L Le Van Sy, Nieuu Loc Ward, Ho Chi Minh City

3. Đối tượng tham dự/ Participants:

Cổ đông có quyền dự họp ĐHĐCĐ bất thường theo Danh sách Cổ đông chốt đến hết ngày 27/10/2025 do Tổng công ty Lưu ký và Bù trừ chứng khoán Việt Nam cung cấp.

The Shareholders, whose name appears in the List of Shareholders as of the record date of October 27th, 2025 issued by the Vietnam Securities Depository and Clearing Corporation, shall be entitled to attend Extraordinary General Meeting.

4. Nội dung đại hội/ Contents of the Meeting:

Tài liệu họp ĐHĐCĐ bất thường năm 2025 được Công ty đăng tải, cập nhật (nếu có) tại website: <https://codupha.com.vn/> từ ngày **05/11/2025** và gửi bản in đến Quý Cổ đông khi tham dự Đại hội.

The documents of the Extraordinary General Meeting of Shareholders in 2025 are posted and updated (if any) by the Company at the website: <https://codupha.com.vn/> from November 05th, 2025 and sent in print to shareholders when attending the Meeting.

5. Đăng ký dự họp/ Register for the meeting:

Để chuẩn bị cơ sở vật chất đón tiếp Quý cổ đông, Quý Cổ đông vui lòng đăng ký tham dự đại hội tại Công ty Cổ phần Dược phẩm Trung ương Codupha hoặc gửi Giấy đăng ký dự họp về Công ty trước ngày **24/11/2025**.

In order to prepare facilities to welcome shareholders, Shareholders are kindly requested to register to attend the general meeting at Codupha Central Pharmaceutical Joint Stock Company or send the registration form to the Company before November 24th, 2025.

6. Ủy quyền tham dự đại hội/ Authorization to attend the Meeting:

Nếu Quý Cổ đông ủy quyền cho người khác tham dự Đại hội, Quý Cổ đông vui lòng điền vào mẫu Giấy ủy quyền và gửi Giấy ủy quyền đã ký về Công ty trước ngày **24/11/2025** hoặc xuất trình khi Người nhận ủy quyền đến dự Đại hội.

If you authorize someone else to attend the General Meeting on your behalf, please fill in the Power of Attorney form and send the signed Power of Attorney to the Company before November 24th, 2025 or present it when the Authorized Person attends the General Meeting.

7. Địa chỉ gửi văn bản và liên hệ hỗ trợ/Address to send the text and contact support:

Công ty Cổ phần Dược phẩm Trung ương Codupha
Codupha Central Pharmaceutical Joint Stock Company

- Địa chỉ: 262L Lê Văn Sỹ, Phường Nhiều Lộc, TP. Hồ Chí Minh
Address: 262L Le Van Sy, Nhieu Loc Ward, Ho Chi Minh City
- Điện thoại: (028) 3865 1909 – Email: phapche@codupha.com.vn
Telephone: (028) 3865 1909 – Email: phapche@codupha.com.vn
- Liên hệ: Ông Hồ Ngọc Liêm – Bộ phận Pháp chế – SĐT: 0358261149
Contact: Mr. Ho Ngoc Liem – Legal Department – Phone: +84 358261149

8. Cổ đông hoặc người nhận ủy quyền đến dự Đại hội vui lòng mang theo các giấy tờ sau:

Shareholders or authorized persons to attend the Meeting please bring the following documents:

- Thư mời họp và Giấy ủy quyền (nếu có);
Invitation letter and Power of Attorney (if any);
- Thẻ CCCD/Hộ chiếu đối với cổ đông là cá nhân/người đại diện của tổ chức/người đại diện theo ủy quyền và bản sao hợp lệ Giấy CNĐKDN/Giấy CNĐKHĐ đối tổ chức.
ID card/Passport for shareholders who are individuals, representatives of organizations, or authorized representatives of organizations and a valid copy of the business registration certificate/operation registration certificate for the organization.

Rất hân hạnh được đón tiếp Quý Cổ đông tại Đại hội đồng cổ đông bất thường năm 2025.

We are honored to welcome you to the Extraordinary General Meeting of Shareholders in 2025.

Trân trọng!

Respect!

TM. HỘI ĐỒNG QUẢN TRỊ
CHỦ TỊCH HĐQT
ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN OF THE BOARD



BS. BÙI HỮU HIỀN

Nội dung dịch sang tiếng Anh chỉ sử dụng cho mục đích thông tin và không dùng thay thế cho nội dung tiếng Việt. Trong trường hợp có sự mâu thuẫn giữa nội dung tiếng Việt và nội dung tiếng Anh, nội dung tiếng Việt sẽ được ưu tiên áp dụng.
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SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom – Happiness

**MEETING REGISTRATION FORM/ POWER OF ATTORNEY TO ATTEND
THE EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS IN 2025
To: CODUPHA CENTRAL PHARMACEUTICAL JOINT STOCK COMPANY**

Shareholder Name:

ID Card/Passport/ Business Registration Certificate/ Business Operation Certificate No.:

place of issue dated issue/...../.....

Address:

Phone:

Legal Representative (for organizations):

Total number of shares owned: shares.

(Shareholders select one of the two items below, tick the appropriate box)

1. REGISTRATION FOR THE MEETING ☐

2. AUTHORIZATION ☐

Authorized person:

ID Card/Passport/ Business Registration Certificate/ Business Operation Certificate No.:

place of issue dated issue/...../.....

Address:

Phone:

Legal representative (for organizations):

Number of Authorized shares: shares.

Authorization contents:

The Authorized Party is authorized to represent the Authorizing Party to attend, vote on all matters, and exercise other shareholder rights at the Extraordinary General Meeting of Shareholders in 2025 of Codupha Central Pharmaceutical Joint Stock Company held on November 27th, 2025.

The Authorized Party is fully responsible for this authorization and commits to strictly comply with the current provisions of the law and the Company's Charter.

This Power of Attorney shall be effective from the date of signing until November 27th, 2025.

Note:

- The implementation of authorization must comply with relevant provisions of law and the Company's Charter.
- The authorized person must bring their ID card/Passport and this power of attorney when attending the General Meeting.
- This power of attorney is only valid if it bears the live signatures of both parties. For organizations, the seal of the organization is also required.

....., dated 2025

AUTHORIZED PARTY
(Sign, print full name, and affix seal)

SHAREHOLDER/AUTHORIZING PARTY
(Sign, print full name, and affix seal)



DRAFT

PROGRAM OF EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS 2025

I. TIME AND VENUE:

- **Time:** 09:00, Thursday, November 27th, 2025
- **Venue:** 6th Floor, 262L Le Van Sy, Nhieu Loc Ward, Ho Chi Minh City

II. PROGRAM CONTENT:

Time	Content
09:00 – 09:30 (30 minutes)	Welcome guests and check shareholder status: <ul style="list-style-type: none">• Welcome delegates and shareholders;• Check shareholder qualifications, issue voting cards, voting paper, election paper and meeting documents.
09:30 – 10:00 (30 minutes)	Opening of the Congress: <ul style="list-style-type: none">• Report on checking the qualifications of shareholders attending the General Meeting.• State the reasons and introduce the Chairman.• Through The regulation on organization, voting and election• The Chairman introduced and approved the list of the Presiding Board, Secretariat of the General Meeting Committee, Board of Election and Voting.• Through the Congress program.
10:00 – 10:20 (20 minutes)	Contents of the Congress: <ol style="list-style-type: none">1. Proposal: Dismissal and election of additional members of the Board of Directors of the Company for the 2021-2026 term.2. Elect additional members to the Company's Board of Directors for the 2021-2026 term.3. Others content (if any).
10:20 – 10:30 (10 minutes)	Discussion Congresss
10:30 – 10:50 (20 minutes)	Voting and election instructions Vote to approve the proposals and elect additional members to the Board of Directors
10:50 – 11:05 (15 minutes)	Vote Counting - Break
11:05 – 11:15 (10 minutes)	Announcement of voting and election results
11:15 – 11:25 (10 minutes)	The Secretariat read the draft Minutes sand Resolution of the Shareholders' Meeting. The Congress voted to approve the contents of the Minutes and Resolution of the Shareholders' Meeting.
11:25 – 11:30 (05 minutes)	Closing Statement of the Congress



CODUPHA CENTRAL PHARMACEUTICAL JOINT STOCK COMPANY

Head Office: 262L Le Van Sy, Nhieu Loc Ward, Ho Chi Minh City

Business Registration Certificate No.: 0300483319

Telephone: (028) 3865 1909 Email: tchc@codupha.com.vn Website: <https://codupha.com.vn/>

**CODUPHA CENTRAL PHARMACEUTICAL
JOINT STOCK COMPANY**

**SOCIALIST REPUBLIC OF VIETNAM
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REGULATION ON ORGANIZATION, VOTING AND ELECTION AT THE 2024 EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS OF CODUPHA CENTRAL PHARMACEUTICAL JOINT STOCK COMPANY

Pursuant:

- *The Law on Enterprises No. 59/2020/QH14 passed by the National Assembly on June 17th, 2020, amended and supplemented by Law No. 03/2022/QH15 on January 11th, 2022 and Law No. 76/2025/QH15 on June 17th, 2025;*
- *The Law on Securities No. 54/2019/QH14 approved by the National Assembly on November 26th, 2019;*
- *Decree 155/2020/ND-CP dated December 31st, 2020 detailing the implementation of a number of articles of the Law on Securities;*
- *The Charter of organization and operation of Codupha Central Pharmaceutical Joint Stock Company;*
- *Internal regulations on governance of Codupha Central Pharmaceutical Joint Stock Company.*

CHAPTER I. GENERAL PROVISIONS

Article 1. Purpose of application

Ensure that the order, principles of conduct voting and election at the Extraordinary General Meeting of Shareholders in 2025 of Codupha Central Pharmaceutical Joint Stock Company take place in accordance with regulations and are a great success.

Article 2. Entities of application and scope of application

- 2.1. Entities of application: All shareholders and authorized representatives of shareholders who own shares of Codupha Central Pharmaceutical Joint Stock Company according to the list of shareholders made by the Viet Nam Securities Depository and Clearing Corporation on October 27th, 2025 and guests to attend the Extraordinary General Meeting of Shareholders of Codupha Central Pharmaceutical Joint Stock Company.
- 2.2. Scope of application: This Regulation is used to organize, vote and election at the Extraordinary General Meeting of Shareholders in 2025 of Codupha Central Pharmaceutical Joint Stock Company.

Article 3. Explanation of terms/acronyms

- The Company : Codupha Central Pharmaceutical Joint Stock Company
- BOD : Board of Directors
- GMS : General Meeting of Shareholders
- Shareholders : Shareholders, authorized representatives of shareholders

- Meeting : A General Meeting of Shareholders

CHAPTER II. SHAREHOLDERS AND PARTIES TO THE EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS

Article 4. Conditions for shareholders, guest to attend the Meeting

- 4.1. Shareholders have voting rights of the Company according to the closing list as of October 27th, 2025.
- 4.2. Shareholders who attend directly or authorize one or more persons to attend. In case there is more than one authorized representative, the power of attorney must specify the number of shares of each representative.
- 4.3. Shareholders, guest attending the Meeting must comply with the following regulations:
 - a. Be punctual, dress politely, formally, comply with security checks (if any), identification, etc. at the request of the Organizing Committee of the Meeting.
 - b. Receive documents and papers for the Meeting at the reception department in front of the Meeting hall.
 - c. Shareholders who arrive late have the right to register immediately and then have the right to participate and vote right at the Meeting. The Chairperson is not responsible for stopping the Meeting so that shareholders who arrive late register to attend; voting results on issues that have been voted on before such shareholders come to attend will not be affected.
 - d. Set your phone to vibrate or turn it off, and step outside to take calls when necessary.
 - e. Do not smoke, keep order in the Meeting room.
 - f. Comply with the regulations of the Organizing Committee and the Chairperson of the Meeting.
 - g. In case there are shareholders who fail to comply with the regulations on inspection or the above-mentioned measures and regulations, the Chairperson, after careful consideration, may refuse or expel the above-mentioned shareholders from the place where the Meeting takes place in order to ensure that the Meeting takes place normally according to the program and plan.
- 4.4. Guests at the Meeting
 - a. As managers of the Company, guests and members of the Organizing Committee of the Meeting are not shareholders of the Company but are invited to attend the Meeting.
 - b. Guests do not participate in speaking at the Meeting (unless invited by the Chairperson of the Meeting, or have registered in advance with the Organizing Committee of the Meeting and agreed by the Chairperson).

Article 5. Chairperson and the Presiding Board

- 5.1. The Presiding Board consists of the Chairperson and members appointed by the Chairperson.
- 5.2. The Chairman of the BOD shall act as the Chairperson or authorize other members of the BOD to chair the meeting of the GMS convened by the BOD;
- 5.3. In case the Chairman is absent or temporarily unable to work, the remaining members of the BOD shall elect one of them to chair the meeting on the principle of majority. In case of failure to elect the Chairperson, the Head of the Supervisory Board shall allow the GMS to elect the Chairperson of the meeting among the participants and the person with the highest votes to be the Chairperson of the meeting;
- 5.4. In other cases, the signatory to the convening of the GMS shall preside over the election of

the Chairperson of the meeting by the GMS and the person with the highest number of votes shall be appointed as the Chairperson of the meeting.

- 5.5. The Chairperson has the right to take necessary measures to control the meeting in a reasonable, orderly manner, in accordance with the approved program and reflect the will of the majority of participants.
- 5.6. The Chairperson has the right to postpone the meeting of the GMS for which the number of people has fully registered to attend the meeting shall not exceed 03 working days from the date the meeting is scheduled to open and may only postpone the meeting or change the meeting venue as prescribed in Clause 8, Article 146 of the Law on Enterprises
- 5.7. Duties of the Presiding Board:
 - a. To administer the activities of the GMS according to the expected program of the BOD approved by the GMS;
 - b. Guide the shareholders and the Meeting to discuss the contents of the program;
 - c. Submit drafts and conclude necessary issues for the Meeting to vote on;
 - d. Responding to issues requested by the Meeting;
 - e. Solving problems arising during the Meeting.
- 5.8. Working principles of the the Presiding Board: the Presiding Board works according to the principle of collectivity, democratic centralization, and majority decision-making.

Article 6. The Shareholder's Eligibility Verification Committee

- 6.1. The Shareholder's Eligibility Verification Committee of the Meeting consists of two members, including 01 Head and 01 member, appointed by the Chairperson.
- 6.2. Duties of the Shareholder's Eligibility Verification Committee:
 - a. Check the status and situation of shareholders and representatives of shareholders attending the meeting
 - b. Distribution of voting cards, voting papers and election paper to shareholders or persons authorized to attend the meeting;
 - c. Report to the GMS and be responsible for the results of checking the eligibility of Shareholders to attend the GMS before the GMS is officially conducted.
 - d. Participate in counting votes and other contents before the establishment of the Board of voting and election.

Article 7. Secretariat of the Meeting

- 7.1. The Chairperson appoints one or more persons to be the Secretariat of the meeting.
- 7.2. Duties and powers:
 - a. Fully and honestly record the content of the Meeting;
 - b. Receipt of the shareholder's speech registration form;
 - c. Make minutes of meetings and draft resolutions of the GMS;
 - d. Assisting the Chairperson in disclosing information related to the GMS and notifying shareholders in accordance with the law and the Company's Charter
 - e. Other tasks at the request of the Chairperson.

Article 8. The Board of voting and election

- 8.1. The GMS shall elect one or several persons to the Board of voting and election at the request of the Chairperson of the meeting

8.2. Duties of the Board of voting and election

- a. Disseminate the principles, rules and guidelines on how to vote, elect.
- b. Counting and recording of the voting papers, election paper, making minutes of vote counting and announcing results; transfer the minutes to the Chairperson for approval of voting results.
- c. Quickly notify the voting and election results to the Secretariat.
- d. To consider and report to the Meeting cases of violation of voting, election rules or letters of complaint about voting and election results.

III. THE PROVISIONS ON ELECTION OF THE BOD'S MEMBER

Article 9. The number of the BOD's Members for election at the GMS

The GMS shall elect 01 (one) BOD's Member for 2021-2026 term.

Article 10. Criteria and conditions of the BOD's Members

- 10.1. Not be subjects do not have the right to manage enterprises as prescribed in Clause 2 of Article 17 of the Law on Enterprises;
- 10.2. Having qualifications and experience of business administration and not being necessarily shareholders of The Company;
- 10.3. Not concurrently hold the position of Members of the BOD or Members' Council of 05 (five) other companies;

Article 11. Conditions for nomination of the BOD's members

- 11.1. The Shareholders holding voting shares may add up the number of voting rights of each person to nominate to the BOD's Members.
- 11.2. A Shareholder or group of Shareholders holding voting shares at least 10% (ten percent) have the right to nominate candidates to the BOD as follows:
 - Holding voting shares from 10% (ten percent) of the total voting shares may nominate 01 (one) candidate;
 - Holding voting shares from more than 10% (ten percent) to less than 30% (thirty percent) of the total voting shares may nominate a maximum of 02 (two) candidates;
 - Holding voting shares from 30% (thirty percent) to less than 40% (forty percent) of the total voting shares may nominate a maximum of 03 (three) candidates;
 - Holding voting shares from 40% (forty percent) to less than 50% (fifty percent) of the total voting shares may nominate a maximum of 04 (four) candidates;
 - Holding voting shares from 50% (fifty per cent) to less than sixty per cent (60%) of the total voting shares may nominate a maximum of 05 (five) candidates;
 - Holding voting shares from sixty per cent (60%) to less than 70% (seventy percent) of the total voting shares may nominate a maximum of 06 (six) candidates;
 - Holding voting shares between 70% (seventy percent) to less than eighty percent (80%) of the total voting shares may nominate a maximum of 07 (seven) candidates;
 - Holding voting shares from 80% (eighty percent) to less than ninety percent (90%) of the total voting shares may nominate a maximum of 08 (eight) candidates.

Article 12. Documents of nomination for the BOD's member and the List of nominees

- 12.1. Documents of nomination for election the BOD's Members:
 - Letter of candidacy/nomination of candidate for the Board of Directors (according to form)

- Copy of candidate's ID card/Passport.
 - CV of candidate (according to form)
 - Other documents proving that the candidate meets the qualifications and conditions as prescribed above (if any).
- 12.2. Only candidates, who qualify the criteria of the BOD's Members and have the profile of nominee application under this Regulation, will be disclosed in the List of nominees at the GMS.
- 12.3. The valid profile of nominee as the BOD's Members have to not only be sufficient documents as stipulated in Article 12.1 but also submit application before the deadline via address as stipulated on Notice of nominating, self-nominating of the BOD's Members.
- 12.4. The information of nominees who will be elected as the BOD's Member (in case the Company have determined the candidates) shall be announced at least 10 (ten) days prior the date of GMS on the Company's website for reference.

CHAPTER III: CONDUCT OF THE GENERAL MEETING OF SHAREHOLDERS

Article 13. Conditions for conducting the General Meeting of Shareholders

- 13.1. The GMS is conducted when the number of shareholders attending the meeting represents more than 50% of the total number of votes according to the List of Shareholders made at the time of closing the List of Shareholders attending the GMS.
- 13.2. In case more than thirty (30) minutes from the time of opening of the GMS stated in the content of the meeting agenda sent to the Shareholders but the number of Shareholders registered to attend the GMS is not fully represented according to Article 13.1 of this Regulation, the meeting shall be considered ineligible.
- 13.3. In case the first meeting does not meet the conditions specified in Clause 1, Article 19 of the Company's Charter, the notice of invitation to the second meeting shall be sent within 30 days from the date of the planned first meeting. The second meeting of the GMS shall be conducted when the number of shareholders attending the meeting represents 33% or more of the total number of votes.
- 13.4. In case the second meeting does not meet the conditions for conducting as prescribed in Clause 2, Article 19 of the Company's Charter, the notice of invitation to the third meeting shall be sent within 30 days from the date of the planned second meeting. The third GMS is conducted regardless of the total number of votes of shareholders attending the meeting.

Article 14. Proceeding with the General Meeting of Shareholders

- 14.1. The Chairperson presided over the GMS Meeting taking place in accordance with the order and content of the program approved by the GMS.
- 14.2. The GMS discusses and approves the contents of the GMS program in the form of voting in this Regulation. The Chairperson will arrange a reasonable time to discuss and vote on each issue in the GMS.
- 14.3. Speaking at the General Meeting
- a. Shareholders attending the Meeting must obtain the consent of the Chairperson of the Meeting when they wish to express their opinions. Shareholders make brief speeches and focus on the key contents to be discussed, in accordance with the content of the program approved by the Meeting or send written comments to the Secretary of the Meeting to summarize and report to the Chairperson.
 - b. The Chairperson of the Meeting will arrange for shareholders to speak in the order of

registration, and at the same time answer questions of shareholders at the Meeting or record the following answers in writing.

14.4. The GMS will close after the Minutes of the GMS are approved.

Article 15. The Voting Papers

15.1. When registering for Shareholders, Shareholders or Authorized Party to attend the meeting will be issued one (01) or more Voting Papers depending on the voting content to be approved at the GMS.

15.2. The voting value of the Voting papers corresponds to the number of voting shares owned and authorized by such Shareholder (if any) out of the total number of voting shares of the Shareholder or Authorized Party attending the meeting present at the GMS

15.3. A valid voting papers is a pre-printed form issued by the Organizing Committee of the Meeting, stamped with the Company's red seal, not erased, scraped, torn, crushed, etc. no additional contents other than the provisions for this slip must be written and must be signed, under the signature must be the full handwritten name of the attending shareholder.

On the voting papers, the voting content (Report, Proposal) is valid when the shareholder marks to choose one (01) of the three (03) voting squares.

15.4. Invalid the voting papers:

- a. Write other contents in the voting papers;
- b. The voting papers is not according to the pre-printed form issued by the Organizing Committee of the Meeting, the voting papers does not have the red seal of the Company or has been erased, scraped or written with additional contents other than the provisions for the voting papers paper, the voting papers does not have a signature, does not fully write the full name of the shareholder, at that time, all voting contents on the voting paper are invalid.

15.5. In case there is any content in the voting papers that does not select any voting result or selects from two - three (02 - 03) voting results in the same issue or changes the voting result two (02) times or more, such voting contents shall be considered as No Comment; the remaining contents that are duly voted on are still legally valid.

15.6. The voting papers that are not sent to the Board of voting during the process of collecting votes at the Meeting are considered not to vote.

Article 16. Election paper

16.1. Voucher elector:

When registering as a shareholder , the shareholder will be given one (01) Election Paper to elect additional members of the BOD. The Election Paper includes: Shareholder name, Legal document number, Total number of shares owned or represented, Total number of votes to be voted and List of candidates.

16.2. Valid Election Paper: is a ballot according to the pre-printed form issued by the organizing committee, with the Company's red stamp, without erasures, scratches, or any other content other than the regulations for the Election Paper.

16.3. Election Paper will be considered invalid:

- c. Add other content to the Election Paper;
- d. Election Paper that do not follow the pre-printed form issued by the organizing committee, do not have the company's red seal, or have been erased, scratched, edited, or have additional content other than the regulations for the ballot;

- e. The Election Paper has the total number of votes for candidates of the Shareholder greater than the total number of votes allowed to be cast;
- f. No signature and full name of the attending Shareholder.

Article 17. Voting

17.1. Voting principles

- a. All issues in the agenda and meeting contents of the Meeting must be discussed and voted on publicly by the GMS.
- b. Voting cards and voting papers are printed, stamped and sent directly to shareholders at the general meeting (enclosed with a set of documents to attend the GMS). On the voting cards and voting papers clearly states the full name, number of shares owned and authorized to vote of such shareholder.
- c. The Chairperson proposed voting forms for each issue in the program content for the Meeting to approve.
- d. The voting form is as follows:
 - Voting in the form of holding up a Voting Card: this form is used to approve the following issues: Meeting Program; Regulations on Organization, voting and election at the Meeting; Personnel of the Board of Voting; Approve the Minutes of the Meeting, Resolution of the Meeting and other contents at the Meeting (if any).
 - Voting in the form of filling out the Voting Papers: this form is used to approve the Reports and Proposals at the Meeting.

17.2. Voting method:

- a. Shareholders shall vote in Agree, Disagree or No Comment on an issue to be voted on at the Meeting by holding up their Voting cards or filling in the options on the Voting Paper corresponding to the contents to be voted on as prescribed in Article 17.1.d.
- b. When voting in the form of holding up the Voting Card, the front of the Voting Card must be held high towards the Presiding Board. In case a shareholder raises his or her voting card more than one (01) time when voting in Agree, Disagree, No Comment of an issue, it shall be considered as an invalid vote. In the form of voting by holding up a voting card, members of the The Shareholder's Eligibility Verification Committee/ the Board of Voting and Election shall mark the shareholder and the corresponding number of votes of each shareholder: Agree, Disagree, No Comment and Invalid.
- c. When voting in the form of filling out the Voting papers, for each content, shareholders shall choose one of the three options " Agree", " Disagree", " No Comment" pre-printed in the Voting Papers by marking "X" or "✓" in the box of their choice. After completing all the contents to be voted on of the Meeting, shareholders send the Vote Papers to the sealed ballot box at the Meeting according to the instructions of the the Board of Voting and Election. The voting papers must be signed and clearly state the full names of the shareholders or authorized party.

17.3. Voting Rules:

- a. Every 01 (one) ordinary share is equivalent to one vote. Each shareholder representing one or more vote will be issued a Voting Card and Voting Paper.
- b. On the closing date of the list of shareholders (October 27th, 2025), the total number of outstanding shares of the Company is: 18,208,800 shares, equivalent to 18,208,800 voting votes.

17.4. Recording voting results:

- a. At the Meeting, the determination of the voting results of shareholders at the General Meeting is carried out through the Board of Voting and Election.
- b. The Board of Voting and Election is tasked with collecting votes.
- c. The Board of Voting and Election will check the number of votes in Agree, Disagree, and No Comment of each content and be responsible for recording, statistics and reporting the results of vote counting at the GMS.

Article 18. Election procedures

18.1. Election principles

- a. Comply with the provisions of law and the Company Charter.
- b. Election rights are calculated based on the number of shares owned and represented. Election results are calculated based on the number of voting shares of shareholders attending the meeting.
- c. In each election, a delegate may only use one vote corresponding to the number of shares owned or represented.
- d. Members of the Board of Voting and Election must not be on the list of nominees and candidates for election to the BOD.

18.2. Election method:

- a. The list of candidates for election of additional members of the BOD is arranged in alphabetical order by name, with full names written on the Election Paper.
- b. Election method :
 - Implement the cumulative voting method: according to which each shareholder has a total number of votes corresponding to the total number of shares owned multiplied by the number of additional members elected to the BOD.
 - Delegates have the right to cast all their votes for one or more candidates.
 - Each shareholder/authorized representative attending the meeting will be given a Election Paper for the BOD. When receiving the Election Paper, delegates must check the information on the Election Paper. If there are any errors, they must immediately notify the Board of Voting and Election.
 - In case there are more candidates on the day of the congress, delegates can contact the Board of Voting and Election to request a new Election Paper and must return the old Election Paper (before putting it in the ballot box).
- c. How to fill out the ballot :
 - When agreeing to elect for a candidate, Shareholders write the number of votes they want to cast in the "Number of votes" column on the line corresponding to the candidate's name on the Election Paper. If not elect for any candidate, the Shareholder fills in zero ("0") or crosses ("x") in the "Number of votes" column on all lines of the Election Paper.
 - Shareholders may divide their votes to elect for candidates for the BOD that they choose with different numbers of votes, provided that the total number of votes for those candidates **is not higher than the total number of votes that the shareholder has** .

❖ **Example of cumulative voting principle:**

Shareholders owning at the Meeting are 3,000 shares, so the total number of votes of shareholders when voting for the BOD is 3,000 shares x 01 person = 3,000 votes .

Shareholders can vote for the BOD candidates of their choice with the following specific number of votes:

STT	Candidate's full name	Number of votes
1	Candidate 1	1,000
2	Candidate 2	1,000
3	Candidate 3	1,000
	Total	3,000

Or:

STT	Candidate's full name	Number of votes
1	Candidate 1	3,000
2	Candidate 2	0
3	Candidate 3	0
	Total	3,000

- Election Paper will be placed in sealed ballot boxes before the vote counting begins.
- After the voting is completed, the vote counting will be conducted under the supervision of the Board of Voting and Election and of shareholders' representatives (if necessary).
- The Board of Voting and Election is responsible for drawing up the vote counting minutes, announcing the results and, together with the Chairperson, resolving shareholders' questions and complaints (if any).
- The Election Paper after being counted will be stored according to regulations and opened at the request of the Company's GMS.

18.3. Conditions for election:

- a. The elected person is determined by the number of votes cast from high to low, starting with the candidate with the highest number of votes until the required number of members is reached.
- b. In case two (02) or more candidates receive the same number of votes for the final member, a re-election will be held among the candidates with the same number of votes.

Article 19. Notification of Vote Counting Results

19.1. The Minutes of Vote Counting announced right at the Meeting.

19.2. The election results shall be recorded in the Minutes and Resolutions of the GMS.

Article 20. Approval of the decision of the General Meeting of Shareholders

20.1. The issues specified in Clause 1, Article 21 of the Company's Charter shall be approved when there is an agreement of 65% or more of the total votes of all shareholders/shareholders' representatives attending the meeting and voting at the meeting Agree.

20.2. Other issues at the Meeting are only approved when the number of shareholders owning more than 50% of the total votes of all shareholders/shareholders' representatives attending the meeting and voting at the meeting Agree.

20.3. Shareholders/authorized representatives with related interests do not have the right to vote on contracts and transactions valued from 35% or more (the total value of the Company's assets recorded in the latest financial statements); these contracts or transactions are only approved

when the number of shareholders/authorized representatives accounts for 65% of the remaining votes Agree (according to Clause 4, Article 167, Law on Enterprises 2020).

- 20.4. Shareholders/authorized representatives of shareholders owning 51% or more of the total number of voting shares or related persons of such shareholders do not have voting rights for contracts and transactions with a value greater than 10% (the total value of the Company's assets recorded in the latest financial statements) between the Company and such shareholders (according to Point b, Clause 3 and Clause 4, Article 167 of the Law on Enterprises 2020).

Article 21. Recording and making the Minutes of the General Meeting of Shareholders

- 21.1. The Secretary of the GMS is responsible for recording the progress of the GMS, the Resolution of the GMS, and making the minutes of the GMS.
- 21.2. The minutes of the GMS must be approved by the GMS before closing. The minutes of the GMS must be published on the Company's website within twenty-four (24) hours from the date on which the GMS ends.

CHAPTER IV. IMPLEMENTATION PROVISIONS

Article 22. Effective

- 22.1. This Regulation is read before the GMS and voted by the Shareholders. If this Regulation is approved by the GMS at the rate of more than fifty percent (50%) of the total number of votes of all Shareholders attending the meeting, this Regulation will take effect for compulsory implementation of all Shareholders.
- 22.2. Shareholders and Members who organize the GMS of the Company are responsible for the implementation of this Regulation.
- 22.3. All shareholders, representatives and guests attending the General Meeting are responsible for fully complying with the contents specified in this Regulation, current regulations, internal rules, management regulations of the Company and relevant legal provisions.
- 22.4. The contents not specified in detail in this Regulation shall be uniformly applied in accordance with the provisions of the Company's Charter, the Law on Enterprises 2020 and current legal documents of the State.
- 22.5. This Regulation takes effect immediately after being voted and approved by the GMS of the Company./.

**ON BEHAFL OF THE GMS
CHAIRMAN OF THE BOD**

Dr. BUI HUU HIEN



**CODUPHA CENTRAL PHARMACEUTICAL
JOINT STOCK COMPANY**

No: /TTr-ĐHĐCĐ.2025

**SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness**

Ho Chi Minh City, November, 2025

DRAFT

PROPOSAL

***Re: dismissal and election of additional members of the Board of Directors of
Codupha Central Pharmaceutical Joint Stock Company term 2021-2026***

**Dear : General Meeting of Shareholders of Codupha Central Pharmaceutical Joint
Stock Company**

- Pursuant to the Law on Enterprises No. 59/2020/QH14 passed by the National Assembly on June 17, 2020, amended and supplemented by a number of articles by Law No. 03/2022/QH15 on January 11th, 2022 and Law No. 76/2025/QH15 on June 17th, 2025;
- Pursuant to the Securities Law No. 54/2019/QH14 passed by the National Assembly on November 26th, 2019;
- Pursuant to the Charter of organization and operation of Codupha Central Pharmaceutical Joint Stock Company ("the Company");
- Pursuant to the Governance Regulations of the Company;
- Pursuant to Regulations on the operation of the Board of Directors of the Company;
- Pursuant to the resignation letter of Mr. Le Van Son as a member of the Board of Directors dated September 22nd, 2025.

The Board of Directors of Codupha Central Pharmaceutical Joint Stock Company respectfully presents to the General Meeting of Shareholders for approval of the following contents:

1. Dismiss Mr. Le Van Son from the Board of Directors of the Company for the 2021-2026 term according to the resignation letter.
2. Elect additional members to the Company's Board of Directors for the 2021-2026 term as follows:
 - a. Number: 01 member
 - b. Candidate list: according to the list approved by the Board of Directors.

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

Thank you very much!

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

DR. BUI HUU HIEN



CODUPHA CENTRAL PHARMACEUTICAL JOINT STOCK COMPANY

Head Office: 262L Le Van Sy, Nhieu Loc, Ho Chi Minh City

Business Registration Certificate No.: 0300483319

Telephone: (028) 3865 1909 Email: tchc@codupha.com.vn Website: <https://codupha.com.vn/>

CODUPHA CENTRAL PHARMACEUTICAL JOINT STOCK COMPANY

No.:/2025/NQ-ĐHĐCĐ

SOCIALIST REPUBLIC OF VIETNAM

Independence - Freedom - Happiness

Ho Chi Minh City, November 27th, 2025

DRAFT

RESOLUTION

EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS IN 2025 CODUPHA CENTRAL PHARMACEUTICAL JOINT STOCK COMPANY

- Pursuant to the Law on Enterprises No. 59/2020/QH14 approved by the National Assembly on June 17th, 2020;
- Pursuant to the Law on Securities No. 54/2019/QH14 approved by the National Assembly on November 26th, 2019;
- Pursuant to the Charter of organization and operation of Codupha Central Pharmaceutical Joint Stock Company ("Company");
- Pursuant to the Minutes of the 2025 Annual General Meeting of Shareholders No. /2025/BB-ĐHĐCĐ dated November 27th, 2025.

RESOLVE:

Article 1. Approving the dismissal of Mr. Le Van Son from the Board of Directors of the Company for the 2021-2026 term, from the date, 2025.

Article 2. Approving the election of additional members of the Company's Board of Directors for the 2021-2026 term according to Proposal No. /TTr-ĐHĐCĐ.2025 dated November, 2025.

Article 3. Approving the results of the election of additional members to the Company's Board of Directors for the 2021-2026 term as follows:.

No	Full name	Total number of votes	Result
1.			Elected

The list of the Board of Directors of Company for the 2021-2026 term is as follows:

1. Mr. Bui Huu Hien – Chairman of the Board of Directors;
2. Mr. Pham Thu Trieu – Member of the Board of Directors;
3. Ms. Ha Lan Anh – Member of the Board of Directors;
4. Ms. Lu Thi Khanh Tran – Member of the Board of Directors;
5. – Member of the Board of Directors.

Article 4. Effective Terms

1. This Resolution takes effect from the date of signing.
2. Members of the Board of Directors, the Board of General Directors and shareholders of Codupha Central Pharmaceutical Joint Stock Company are responsible for implementing this Resolution./.

Recipient:

- As in Article 4
Save: Clerical Department, Secretary of
BOD.

**ON BEHALF OF THE GENERAL
MEETING OF SHAREHOLDERS
CHAIRMAN OF THE BOARD**

Dr. BUI HUU HIEN



**CODUPHA CENTRAL PHARMACEUTICAL JOINT STOCK COMPANY
EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS IN 2025**

DRAFT

VOTING PAPER

Shareholder Name:

Address:

Number of shares owned: shares

Number of authorized shares: shares

Total number of votes: votes

(Shareholders tick the box of voting opinions according to each voting content)

CONTENT	Agree	Disagree	No Comment
Content 01: Proposal No. /TTr-DHĐCĐ.2025 dated November, 2025 on dismissal and election of additional members of the Company's Board of Directors for the 2021-2026 term			

Guide:

Shareholders tick X or ✓ in 1 of 3 boxes:

Agree/Disagree/No Comment on each
voting content.

....., dated.....2025

SHAREHOLDERS/REPRESENTATIVES

(Sign and write your full name)



CODUPHA CENTRAL PHARMACEUTICAL JOINT STOCK COMPANY
EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS 2025

DRAFT

**ELECTION PAPER FOR SUPPLEMENTARY ELECTION OF
MEMBERS OF THE BOARD OF DIRECTORS, TERM 2021-2026**

Shareholder Name:

Address:

Number of shares owned: shares

Number of authorized shares: shares

Total number of votes: votes

STT	CANDIDATE'S FULL NAME	NUMBER OF VOTES
1		
2		

Instruct

Shareholders have the right to vote all or part of their total votes for from 01 to all candidates. The total number of votes for candidates added together shall not exceed the total number of votes entitled to vote stated in the shareholder information section.

.....,2025
SHAREHOLDER/REPRESENTATIVE
(Sign and print full name)