



SAI GON - SONG LAM BEER JOINT STOCK COMPANY

Head office: Block 1, Hung Dao Commune, Hung Nguyen District, Nghe An Province

Telephone: (02388) 587 200 Website: <http://sasobeco.com.vn/>

Enterprise code: 2900783332

INVITATION TO ONLINE IRREGULAR GENERAL MEETING OF SHAREHOLDERS 2021

Attention to: Our valued shareholders of Saigon – Song lam Beer

Currently, due to the complicated and unpredictable developments of the Covid-19 epidemic in the city, the organization of the Irregular General Meeting of Shareholders in 2021 must be in compliance with the Law on Enterprises, and at the same time ensure safety to prevent and control the Covid-19 epidemic under the direction of the Government.

Saigon - Song Lam Beer Joint Stock Company would like to inform our valued shareholders of the organization of the Irregular General Meeting of Shareholders in 2021 in the form of online meeting and electronic voting. Following are details:

1. **Time:** 09 am, December 28, 2021 (Tuesday)
2. **Meeting form:** The online meeting (all the shareholders can attend the online meeting anywhere with Internet connection).
3. **Meeting location:** No. 8, Nam Ky Khoi Nghia, Nguyen Thai Binh Ward, District 1, Ho Chi Minh City
4. **Composition:** All of the valued shareholders of Saigon - Song Lam Beer Joint Stock Company named in the list at the record date of shareholders on November 30, 2021.
5. **Meeting agenda and documents:** Details of the content, agenda, documents and instructions for participating the Meeting have been posted on the website: <http://sasobeco.com.vn/>. Besides, the shareholders may access to and download the meeting documents on website: <https://ezgsm.fpts.com.vn>. It had better to have a look at the meeting documents.
6. **Way to register for and participate in an Online General Meeting of Shareholders**
Could you please access to the website: <https://ezgsm.fpts.com.vn> to join the Online Meeting by: personal computer/laptop/tablet/smart phone with internet connection. Pursuant to Article 144, the Law on Enterprises 2020, the valued shareholders may access to electronic voting system on: <https://ezgsm.fpts.com.vn> to vote on the meeting agenda, contents of the General meeting of shareholders since 10am December 26, 2021.
7. **Voting:**
The Valued shareholders may exercise voting rights on website: <https://ezgsm.fpts.com.vn>.
8. **Authorization to participate in the meeting:**
If you authorize another person to participate in the meeting, could you please register your authorization to participate in the meeting at the website: <https://ezgsm.fpts.com.vn> and send the signed Power of Attorney to the address below before 10 am on December 26, 2021 for the Company to keep documents in accordance with the law and provide login information to the authorized person to participate in the Meeting.

Mail address to send the Power of Attorney to participate in the meeting and contact for any support:

Contact	Telephone
SAI GON - SONG LAM BEER JOINT STOCK COMPANY	Telephone: (02383) 587 200
Address: Block 1, Hung Dao Commune, Hung Nguyen District, Nghe An Province	Fax: 02383.662.662
Person of contact: Nguyen Thi Thuy Dung (Ms.)	Mobile phone: 090 790 2204

We would like all of you to participate in full and punctually for the success of the Meeting.

Yours faithfully,

ON BE HALF OF BOARD OF DIRECTORS



VAN THANH LIEM



SOCIALIST REPUBLIC OF VIETNAM

Independence - Freedom - Happiness

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POWER OF ATTORNEY

(To participate in the Irregular general meeting of shareholders 2021)

Attention to: Sai Gon - Song Lam Beer Joint Stock Company

Name of individual/organization:.....

Identification number:

Date of issuance: Place of issuance:

Shareholder code:

Address:

Telephone:

Email:

Number of shares of holding/representing:(In words:shares).

(Shareholders may choose one of the two option below by marking the option of your choice)

1. AUTHORIZING UNDERNAMED INDIVIDUAL/INSTITUTION

Name of individual/organization.....Shareholder code (if any).....

Identification number/Enterprise Registration Certificate number:issued on..... by.....

Address:

Telephone:

Email (*):

Number of shares of authorization:(In words:shares).

Attorney (if the authorized party is an institution):

Or:

Where the shareholder is unable to participate and may not authorize any one, could you please authorize the Chairman of the Board of Directors of Saigon - Song Lam Beer Joint Stock Company:

No.	Full name	Position	Mark	Number of shares of authorization
1	Van Thanh Liem	Chairman of the Board of Directors	<input type="checkbox"/>	
2	Vo Hai Thanh	Member of the Board of Directors/Manager	<input type="checkbox"/>	

(Note: Authorizing all the shares held to one person; or specifying number of shares to be



Scope of Authorization:

- The Attorney shall be on behalf of the Principal to participate in and exercise the voting and/or electing rights on the issues of the Irregular General Meeting of Shareholders for the year 2021 to exercise the rights and obligations of the shareholders relating to the shares of authorization.
- We shall take full responsibilities for this authorization and undertake to comply with applicable laws and the Charter of Saigon - Song Lam Beer Joint Stock Company without any subsequent claims.

Note:

- *The Attorney shall not sub-authorize the number of shares authorized by the Principal to another persons.*
- *This power of attorney shall be only valid if it is original with wet-ink signature of the two parties; must include the signature of the legal representative and seal of institution (except for the case the Attorney is the member of BoD of Saigon - Song Lam Beer Joint Stock Company). This Power of Attorney shall be only valid at the Irregular General Meeting of Shareholders 2021.*
- *(*): Required for the Attorney to obtain Username and Password to access online.*

...../...../2021

Shareholder/Principal
(Sign, Full name, seal if any)

Attorney
(Sign, Full name, seal if any)





SAI GON - SONG LAM BEER JOINT STOCK COMPANY

Head office: Block 1, Hung Dao Commune, Hung Nguyen District, Nghe An Province

Telephone: (02388) 662 662 Website: <http://sasobeco.com.vn/>

MEETING AGENDA

IRREGULAR GENERAL MEETING OF SHAREHOLDERS 2021

(Proposed to open at 09 a.m., December 28, 2021)

TIME	CONTENTS	PRESIDING
8:30 - 9:00	I. Preparation	
	- Shareholders login	Organizing Board
9:00 - 9:20 (20')	II. Formality to open the Meeting	
	- Assembly, declare reason of the Meeting;	Organizing Board, Quorum check board
	- Quorum check report;	
	- Introduction to Presidium, Secretariat, Vote Counting Board;	
	- Introduction to Meeting Secretariat;	Presidium
	- Ratifying the Working Regulation, Electing Regulation;	
	- Ratifying the Meeting agenda.	
	III. Meeting content	
9:20-10:00 (40')	- Proposal of Dismissal and supplementation of member of the Board of Directors and List of candidates.	Presidium
	- Other proposals under the authority of the General meeting of shareholders (if any).	
	- The Meeting discusses the Proposal of the Board of Directors.	
9:20-10:10 (10')	- Instruction to vote, casting votes.	Presidium
	- Declare the vote counting results.	Vote Counting Board
	IV. Election	
10:10-10:20 (10')	- Instruction to elect, election takes place	Vote Counting Board
	- Break time, time for Vote Counting Board to work.	-
10:20-10:50 (10')	- Announce electing result of the supplementation to the Board of Directors.	Vote Counting Board
10:50-11:10 (20')	V. Close the Meeting	
	- Ratify the Meeting minutes;	Meeting Secretariat
	- Ratify the Resolution.	
	- Announce the closure of the Meeting.	Organizing Board

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Telephone: (02388) 662 662 **Website:** <http://sasobeco.com.vn/>

Enterprise Registration Certificate no. 2900783332 issued for the first time by Nghe An Department of Planning and Investment on December 20, 2006 and amended for the 6th time on September 26, 2016.

**DOCUMENT
IRREGULAR GENERAL
MEETING OF SHAREHOLDERS
2021**



December 2021



SAIGON - SONG LAM BEER JOINT STOCK COMPANY

Head office: Block 1, Hung Dao Commune, Hung Nguyen District, Nghe An Province, Vietnam.

Telephone: (02388) 662 662 Website: <http://sasobeco.com.vn/>

Enterprise code: 2900783332

LIST OF DOCUMENTS

1. Agenda of the Irregular General Meeting of Shareholders 2021;
2. Draft of Online Working Regulation at the Meeting of the irregular meeting of shareholders 2021;
3. Draft of the Regulation on nominating, self-nominating, electing candidates for the members of the Board of Directors;
4. Proposal of Dismissal and supplementation of member of the Board of Directors and List of candidates;
5. Draft of the Resolution of the Irregular General Meeting of Shareholders 2021 of Sai Gon - Song Lam Beer Joint Stock Company.

WORKING REGULATION
IRREGULAR GENERAL MEETING OF SHAREHOLDERS 2021
SAI GON - SONG LAM BEER JOINT STOCK COMPANY

Pursuant to:

- *The Law on Enterprises no.59/2020/QH14, passed by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020;*
- *The Law on Securities no.54/2019/QH14 passed by the National Assembly of the Socialist Republic of Vietnam on November 26, 2019;*
- *The Decree No.155/2020/ND-CP dated December 31, 2020 elaborating some Articles of the Law on Securities;*
- *Pursuant to the Charter of Saigon - Song Lam Beer Joint Stock Company.*

In order to ensure that the irregular meeting of the General Meeting of Shareholders for the 2021 of Sai Gon - Song Lam Beer Joint Stock Company take place successfully, the Board of Directors elaborates regulations and principles to work, respond, vote in the Meeting as follows:

Article 1. Objective

- In order to ensure sequence, principles to respond, vote in the Irregular General Meeting of Shareholders of Sai Gon - Song Lam Beer Joint Stock Company to successfully and take place regulatory.
- The Meeting's resolutions demonstrate the unified will of the Meeting, satisfying the Shareholders' desires and interests and in compliance with the laws.

Article 2. Subject and scope

- **Subjects of application:** All shareholders, representatives (authorized persons) of the eligible shareholders and guests attending the annual General Meeting of Shareholders of Sai Gon - Song Lam Beer Joint Stock Company shall all obey and comply with this Regulation, the Company Charter and prevailing laws.
- **Scope of application:** This Regulation shall be applied to the holding the Irregular General Meeting of Shareholders 2021 of Sai Gon - Song Lam Beer Joint Stock Company.

Article 3. Interpretations of terms/abbreviations

- | | | |
|-------------------------|---|--|
| - Company | : | Sai Gon - Song Lam Beer Joint Stock Company |
| - BoD | : | Board of Directors |
| - OB | : | Organizing Board of the Meeting |
| - GMS | : | General Meeting of Shareholders |
| - Delegates | : | Shareholders, representatives (authorized persons) |
| - GMS livestream system | : | A broadcast system of the video and sound of online GMS over the website www.ezgsm.fpts.com and www.youtube.com |

Article 4. Conditions to conduct the meeting of the General Meeting of Shareholders

- The meeting of the General Meeting of Shareholders shall be conducted where it is participated by a number of shareholders representing at least 65% of the total voting shares.
- Where the first meeting fails to satisfy the conditions required in Clause 1 of this Article, the second meeting shall be convened within 30 days from the proposed opening date of the first meeting. The second meeting of the General Meeting of Shareholders shall be conducted where it is attended by a number of shareholders representing 51% or more of the voting shares.
- Where the second meeting fails to satisfy the conditions required in Clause 2, this Article, the invitation to the third meeting shall be sent within 20 days from the proposed opening date of the second meeting. In this case, the third meeting of the General Meeting of Shareholders shall be held regardless of the number of participating shareholders and the ratio of their voting shares.

Article 5. Conditions to participate in the irregular general meeting of shareholders 2021

- All the Company's Shareholders named in the list as of the record date of November 30, 2021 shall have the right to participate in person or via authorized persons in the online streaming GSM via electronic casting system. If there is more than one person that is regulatory authorized to participate in the meeting, the number of shares of each representative must be specified.
- It should be noted upon participating in the online meeting that:
 - Technical requirements: The shareholders are required to use equipment electronically connected to the internet (for example: computers, tablets, mobile phones, other electronic equipment with internet connection).
 - Implementation: The delegates shall access the link, log in by following the information provided to participate in the online streaming GMS and vote electronically.

Article 6. Meeting Guests

- The persons holding managerial positions in the Company, the guests and members of the meeting's Organizing Board who are not the Company's Shareholders are invited to participate in the Meeting.
- The Guests shall not express their opinions at the Meeting *(unless invited by the Chairperson of the Meeting, or registered with the meeting Organizing Board and permitted by the Chairperson of the Meeting)*.

Article 7. Chairman and Presidium

- The Chairman of Board of Directors shall preside the meetings convened by the Board of Directors.
- The Presidium includes 4 persons, with 01 Chairman and 3 members. The Chairman of the Board of Directors shall preside the meeting convened by the Board of Directors or the Chairman of the Board of Directors authorizes another member of the Board of Directors to preside the meeting. Specifically:

No.	Name of Members	Position
1	Mr. Van Thanh Liem	Chairman of the Board of Directors
2	Mr. Cao Thanh Bich	Member of the Board of Directors
3	Mr. Vo Hai Thanh	Member of the Board of Directors

4	Mr. Nguyen Hong Anh	Member of the Board of Directors
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- If the Chairman is absent or temporarily incapable of working, other members of the Board of Directors shall elect one of them to preside the meeting under the majority rule; If a chairperson fails to be elected, the Head of the Board of Supervisors shall direct the General Meeting of Shareholders to elect a chairman and the person that receives the largest number of votes shall chair the meeting.
- In other cases, the signatory of the decision to convene the General Meeting of Shareholders shall direct the General Meeting of Shareholders to elect the chairman and the person that receives most votes shall preside the meeting.
- Responsibilities of the Presidium:
 - Direct the Meeting in conformity with the meeting agenda, regulation, rules that have been approved by the Meeting.
 - Assign, introduce the representatives of the Board of Directors, Board of Supervisors of the Company to present reports at the Meeting;
 - Introduce the members of Vote Counting Board for the Meeting to vote on;
 - Introduce the members of Presidium for the Meeting to vote on (if any);
 - Guide the Meeting to discuss, lead the Meeting to vote on the issues included in the Meeting agenda and relevant issues during the Meeting;
 - Respond and record the issues in the agenda that have been approved by the Meeting;
 - Handle the issues arising during the Meeting.
 - Approve, issue the instruments, results, records, resolutions of the Meeting after the close of the Meeting;
 - The Chairman of the Meeting shall work under the collective principle, democratic centralization, and by majority rule.

Article 8. Quorum check board

- The Quorum Check Board of the Meeting shall include 02 persons who shall take responsibility to the Presidium, GMS for their performance. Quorum check board shall be introduced by the Chairman, specifically:

No.	Name of Members	Position
1	Mr. Dang Viet Cuong	Head of the Quorum Check Board
2	Mr. Nguyen Dang Cong	Member

- Responsibilities:
 - Check the status of the Shareholders, authorized representatives, the situation of the Shareholder's online participation.
 - Receive shareholder documents (if any), compare and check the validity of the shareholders participating online;
 - Report to the GMS on the quorum check results before the official opening of the GMS.
 - Coordinate with the Vote Counting Board to guide, support and supervise voting.

Article 9. Meeting Secretariat:

- The meeting secretariat shall include 01 or a number of persons appointed by the Chairman, shall take responsibility to the Presidium, GMS for his/her performance and follow the guidance of the Presidium. The meeting secretariat shall be introduced by the Chairman, specifically:

No.	Name of Members	Remarks
1	Ms. Nguyen Thi Thuy Dung	Company Secretary
2	Ms. Van Thi Huyen Trang	Quality Control employee

- Responsibilities:
 - Receive and review registration forms to express opinions of delegates, transfer them to the Presidium for his decision;
 - Record the minutes of the GMS adequately and honestly all the contents of the Meeting and the issues that have been approved or noted by the shareholders at the Meeting;
 - Assist the Chairman in disclosing the draft Minutes of the Meeting and Resolutions on the issues ratified at the Meeting.

Article 10. Vote Counting Board

- The Vote Counting Board introduced by the Chairman shall include 02s members, 01 Head and 01 member.
- The Vote Counting Board includes:

No.	Name of Members	Position
1	Mr. Nguyen Anh Tuan	Head of the Vote Counting Board
2	Ms. Tran Thi Nguyet	Member

- Responsibilities:
 - The Vote Counting Board shall prepare the Vote Counting Record and shall take responsibility to the Presidium, GMS for its performance;
 - Determine exactly the vote results on each issue that has been voted on at the Meeting;
 - Promptly report the voting results to the Secretariat;
 - Review and report to the Meeting any violation against the voting rules or any letter of complaint about voting results.

Article 11. Discussion at the Meeting

1. Principle:

- The discussion can only be conducted within the specified time and under the scope of the issues presented in the meeting agenda of the GMS;
- Only the Delegates may be eligible for discussing;
- The delegates who have any opinions shall register for their contents to be discussed by using the form specified as follows;
 - The Delegates may ask questions by filling in the Discussion section in the interface of the online streaming meeting at the link: <https://ezgsm.fpts.com.vn> or send an email (only emails registered by the shareholders shall be accepted) to the address: dungntt@sasobeco.com.vn (prior to Discussion time).
 - The Secretariat shall arrange the questions given by the Delegates and transfer them to the Chairman.

2. Responding to the Delegates' opinions:

- On the basis of the Opinion sheets of the Delegates, the Chairperson or any member as appointed by the Chairman shall respond;
- In case due to the time limitation, the questions that have not been directly responded at the meeting shall be answered later in writing by the Company.

Article 12. Discussion, voting at the Meeting

1. Principle:

All issues in the agenda and contents of the Meeting shall be discussed and voted on publicly by the GMS. The Delegates may vote electronically at the link: <https://ezgsm.fpts.com.vn>

2. Electronic voting:

- How to cast votes:
 - The Delegates shall select one of the three voting options namely "Affirmative", "Negative" or "Abstention" on each issue to be voted on at the Meeting which is set in the electronic voting system.
 - Subsequently, the Delegates shall confirm their votes so that the electronic voting system can record the results.
- Some other provisions applied to electronic voting:
 - In case any Delegate fails to complete his/her voting on the issues in the agenda, the issues, election that have not been voted on shall be deemed as the Delegate not to vote on the issues.
 - In case there is any issue arising other than the ones included in the agenda sent, the Delegates may make additional vote. If any Delegate fails to vote, elect on the newly added issues, it shall be deemed as the Delegate fails to make vote on the new issues.
 - The Delegates may change the results of voting (but cannot cancel the results of voting); including voting on the newly added issues to the Meeting agenda. The online voting system shall only record counting of the final voting results at the close of the electronic voting of each time of vote counting as specified in the working regulation of the meeting.
- Time limit for electronic voting shall be specified as follows:
 - For the items to be voted on for the first round of voting: (including the meeting Agenda; Working regulations; approval of the Presidium, the Vote Counting Board), the Delegates will vote between 10:00 a.m. on December 27, 2021 and before the Meeting approves the items to be voted for the first round.
 - For the items to be voted on for the second round of voting (including Report on the Board of Management' performance in 2020; Reports of the Board of Directors, Reports of the Board of Supervisors and ratify the proposals submitted to the Board of Directors and the Board of Supervisors at the Meeting): The Delegates shall vote between 10:00 a.m. on December 27, 2021 and before the Meeting ratifies the items for the 02 time.
 - Election content: the Delegates cast their ballots between 10:00 am December 27, 2021 and the point of time prior to the Meeting ratifying the election.
 - For the items to be voted on for the third round (ratifying the Meeting Minutes and Resolution): The Delegates shall vote between 10:00 a.m. on December 27, 2021 and before the Meeting ratifies the items for the 03 time.
 - The Delegates may log in the electronic voting system (as specified in the Meeting Invitation) and perform their voting for 24 hours a day and 07 days a week, except for the

time of system maintenance or other reasons beyond the control of the Company. When the voting time ends, the system shall not record late electronic voting outcomes performed by the Delegates.

3. Voting rules:

- 01 (one) common share is equivalent to each voting right. Each Delegate participating shall represent one or a number of voting rights.
- At the record date of shareholders (30/11/2021), total shares with voting rights of the Company are: **45,000,000** shares equivalent to **45,000,000** voting rights.
- Each decision under the General Meeting of shareholders shall be ratified if they are approved by at least 65% of total votes of all participating shareholders. Particularly in some cases, for the issues to be voted on as stipulated in Point b, Clauses 3, Article 42, the Company Charter, they must be voted for by at least 75% of the shares with the voting right participating in the Meeting.
- Remarks:
 - The Shareholder/authorized representatives with related interests shall not have the right to vote on contracts and transactions with value of 35% or more of the total value of the Company's assets recorded in the latest financial statements; such contracts or transactions shall be approved only when they are voted for by the number of shareholders/authorized representative representing 65% or more of the total remaining votes (according to Clause 4, Article 167, the Law on Enterprises 2020).
 - The Shareholder/authorized representatives holding 51% or more of total shares with voting rights or their related persons shall not reserve the right to vote on the contracts or transactions with value of more than 10% (of total value of the Company's assets recorded in the latest financial statements) entered into with such shareholder (according to Point b, Clauses 3 and 4, Article 167, the Law on Enterprises 2020).

4. Recording voting results

The Vote Counting Board shall check and sum up and report to the Chairman the vote counting results of each issue included in the Meeting agenda. The vote counting results shall be announced by the Chairman right before ending the meeting.

Article 13. Meeting minutes, Resolution of the General Meetings of Shareholders

All contents at the General Meeting of Shareholders shall be recorded by the Secretary of the Meeting in the Minutes of the General Meeting of Shareholders. The Meeting minutes of General Meetings of Shareholders shall be completed and ratified before the end of the Meeting.

Article 14. Implementation of the Regulation

This Regulation is publicly read out before the irregular meeting of the General Meeting of Shareholders for the 2021 and takes effect immediately after the General Meeting of Shareholders of Sai Gon - Song Lam Beer Joint Stock Company votes for to ratify.

The Shareholders, authorized representatives and guests who violate against this Regulation, subject to the specific extent of violation, the Presidium shall consider and apply measures to deal with according to the Company's Charter and the Law on Enterprise.

ON BE HALF OF BOARD OF DIRECTORS



VAN THANH LIEM

**REGULATION ON NOMINATING, SELF-NOMINATING, ELECTING CANDIDATES
FOR THE MEMBERS OF
THE BOARD OF DIRECTORS FOR THE TERM OF 2017-2022
AT THE IRREGULAR GENERAL MEETING OF SHAREHOLDERS 2021**

Pursuant to:

- *The Law on Enterprises no.59/2020/QH14, passed by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020;*
- *The Law on Securities no.54/2019/QH14 passed by the National Assembly of the Socialist Republic of Vietnam on November 26, 2019;*
- *The Decree No.155/2020/ND-CP dated December 31, 2020 elaborating some Articles of the Law on Securities;*
- *The Charter of Saigon - Song Lam Beer Joint Stock Company.*

The Board of Directors would like to submit to the General meeting of shareholders the "Regulations on Electing the candidates for the member of the Board of Directors" at the irregular General Meeting of Shareholders 2021 of Sai Gon - Song Lam Beer Joint Stock Company as follows:

I. Interpretations of terms/abbreviations

- Company : Sai Gon - Song Lam Beer Joint Stock Company
- BoD : Board of Directors
- OB : Organizing Board of the Meeting
- GMS : General Meeting of Shareholders
- Delegates : Shareholders, representatives (authorized persons)

II. Chairman of the Meeting:

The Chairman of the Meeting shall be responsible for presiding the election with specific tasks as follows:

- Introducing the list of candidates for the member of the Board of Directors;
- Supervising voting, vote counting;
- Responding to claims about the election (*if any*)

III. Regulation on nominating, self-nominating, electing candidates for the members of the BoD

- Number of the BoD's member to be supplemented: 01 person
- Term: 2017-2022
- Maximum number of candidates: no limit

1. Rights to nominate, self-nominate: (according to Article 48, the Company's Charter)

The shareholders holding 5% or less the shares with voting rights have the right to add up their voting rights to nominate candidates as the members of the Board of Directors.

A shareholder or group of shareholders owning from 5% to below 20% of the total voting shares has the right to nominate a maximum of one (01) candidate; owning from 20% to below 50% has the right to nominate a maximum of 02 (two) candidates; owning from 50% to below 65% has the right to nominate 03 (three) candidates; and in case of owning more than 65%, the candidates reserve their rights to nominate sufficient number of candidates.

The candidates are required to satisfy the standards prescribed in the Section 2 below.

If the number of candidates for the Board of Directors from self-nomination and nomination is insufficient as required, then the incumbent Board of Directors may nominate additional candidates or the nomination may be implemented in accordance with the mechanism stipulated by the Company. The mechanism to nominate or the way for the incumbent Board of Directors to introduce candidates as members must be clearly disclosed and passed by the General Meeting of Shareholders prior to the nomination.

2. Standards to be a candidate for the member of Board of Directors:

The candidates for the member of the BoD shall satisfy the following standards and conditions (Pursuant to Article 155, the Law on Enterprises no.59/2020/QH14, the Decree no.155/2020/ND-CP):

- Be legally competent, not be the one that be banned from administrating as prescribed in Clause 2, Article 17, the Law on Enterprises no.59/2020/QH14);
- Be professionally qualified, have experiences in the Company's business administration and not necessarily the Company's shareholder;
- Not be a person with family relationship (spouse, biological parents, adoptive parents, parents in law, biological children, adopted children, children in law, and biological siblings, siblings in law) with the General Director of the Company, and other managers of the Company; of the managers, person with authority to appoint the managers of the Parent company.
- The members of the Board of Directors shall only be concurrently the member of the Board of Directors in maximum 05 other Companies.

IV. Election Principle:

- Strictly follow the laws and Company's Charter.
- Rights to elect shall be calculated according to the number of shares held by the shareholders or represented by the shareholders. Election results shall be calculated based on the number of shares with voting rights of the participating shareholders.
- For each election, each shareholder Delegate shall only use one election ballot in accordance with the number of shares held or represented by the Delegate.
- The Vote Counting Board shall be introduced by the Meeting's Chairman and subsequently voted on by the Meeting. The members of the Vote Counting Board cannot be named in the list of nominees, self-nominees to the Board of Directors.

V. Method of election:

- Follow the cumulative voting method (according to Clause 3, Article 148, Law on Enterprises no.59/2020/QH14)
- Accordingly, each Delegate shall have a total number of electing votes corresponding to the total number of shares held or represented by him/her multiplied by the number of the members to be elected as the member of the BoD.
- The Delegate may be accumulate their votes for one or a number of candidates;
- The Delegates participating online streaming meeting may access the electronic voting system and cast their vote (Please note that the Delegates vote within the electronic voting time as specified in Clause 2, Article 12, the Working Regulations).
- In case of any mistake: The Delegates participating may access the electronic voting system and re-cast their vote (Please note that the Delegates vote within the electronic voting time as specified in the Clause 2, Article 12 Working Regulations).

VI. Electing ballot

- Electing ballot is **Electronic Electing ballot**

In case the shareholders elect by specifying the number of votes: Invalid ballot shall be the ones that contain the total number of votes for the candidates greater than the eligible number of votes calculated at the time of counting the electing votes.

VII. Casting electing ballot and determining results

1. Casting and Counting

- Way to cast electing ballot:
 - The Delegates shall elect maximum number of candidates equal to the number of candidates to be elected.
 - If the Delegates accumulate all their votes for one candidate or evenly divide among the candidates, the Delegates shall mark "**Cumulative voting**" box of respective candidates;
 - If the Delegates divide unevenly the votes among the candidates, he/she should specify the number of votes for respective candidates in the "**Number of votes**" box.
- In case of any mistake, the shareholders may change the outcomes of their election (but cannot cancel the outcomes of election); including election on the newly added issues to the Meeting agenda. The online system shall only record counting of the final election outcomes at the close of the electronic voting of each time of vote counting as specified in the working regulation of the meeting.
- After the close of the election, the system shall automatically record the election results.
- The Vote Counting Board shall be in charge of preparing the Vote Counting Record, disclosing the results and together with the Chairman to deal with any questions, claims by the Shareholders (if any).
- For sensitive matters and if required by the shareholders, the Company must appoint an independent organization to collect and count the votes.

2. Principle of winning the election (Pursuant to Article 148, the Law on Enterprises no.59/2020/QH14).

- A person winning the election shall be determined by the number of electing votes they receive in descending order, starting from the candidates that receive the largest number of votes until sufficient number of members to be elected.
- If there are two (02) candidates or more that receive the same number of votes for the last member to be elected, they shall be re-voted.
- If the election results for the first time of election fails to meet the required number, the election shall be conducted until the required number is met.

VIII. Principle of winning the election

- A person winning the election shall be determined by the number of electing votes they receive in descending order, starting from the candidates that receive the largest number of votes until sufficient number of members to be elected.
- If there are two (02) candidates or more that receive the same number of votes for the last member to be elected, they shall be re-voted.
- If the election results for the first time of election fails to meet the required number, the election shall be conducted until the required number is met.

IX. Documents of nomination, self-nomination for the member of the BoD:

Documents of nomination, self-nomination for the member of the BoD including:

(Similar samples are uploaded on website: <http://sasobeco.com.vn/>)

- Application form of Nomination, self-nomination for the member of BoD (using the Template)

3332
VỐ PHÂN
A
JNG LAN
N-T. NG

The Electing regulation on Irregular General Meeting of Shareholders 2021

- Curriculum vitae (using the *Template*)
- Copies of following types of documents: Identity Card/Pasport/Household Registration Book
- Certificates of cultural and professional qualifications (*if any*)
- Certificate of holdings of shareholders/groups of shareholders satisfying the nomination conditions as specified in the company's charter.
- Nominees for the member of the BoD must assume responsibility before the law and the General Meeting of Shareholders for the accuracy and truthfulness of the content in their documents.

The Documents shall be send to Sai Gon - Song Lam Beer Joint Stock Company before **10:00 am December 25, 2021** by following address:

Mail address to send the Power of Attorney to participate in the meeting and contact for any support:

Contact	Telephone
SAI GON - SONG LAM BEER JOINT STOCK COMPANY Address: Block 1, Hung Dao Commune, Hung Nguyen District, Nghe An Province Person of contact: Nguyen Thi Thuy Dung (Ms.)	Telephone: (02383) 587 200 Fax: 02383.662.662 Mobile phone: 090 790 2204 Email: dungntt@sasobeco.com.vn

Above are all the contents of the nomination, self-nomination regulation for the member of the Board of Directors of Sai Gon - Song Lam Beer Joint Stock Company at the Irregular General Meeting of Shareholders 2021 of Sai Gon - Song Lam Beer Joint Stock Company to be submitted to the Meeting for approval.

This Regulation shall come into force immediately after being voted for by the General Meeting of Shareholders.

ON BE HALF OF BOARD OF DIRECTORS
CHAIRMAN



VAN THANH LIEM



PROPOSAL

On Dismissal and supplementation of member of the Board of Directors

Attention to: General Meeting of Shareholders

Sai Gon - Song Lam Beer Joint Stock Company

Pursuant to the Law on Enterprises dated June 17, 2020;
Pursuant to Law on Securities dated November 26, 2019;
Pursuant to the Charter of Saigon - Song Lam Beer Joint Stock Company;
Pursuant to Decision No. 62F/2021/QĐ-HĐQT dated September 15, 2021 of SABECO on the termination the capital Representative at Saigon - Song Lam Beer Joint Stock Company;
Pursuant to Decision No. 62G/2021/QĐ-HĐQT dated September 15, 2021 of SABECO on appointment of the capital Representative at Saigon - Song Lam Beer Joint Stock Company for the term of 2017 - 2022;

The Board of Directors would like to submit to the General Meeting of Shareholders:

1. Ratifying the dismissal of the position of Board of Directors' member Mr. Nguyen Tien Dung for the term 2017 - 2022.

2. Ratifying the supplementation of the member to the Board of Directors:

- Number of the member to be supplemented to the Board of Directors: **01 member.**

- List of nominated candidates:

Mr	: NEO GIM SIONG BENNETT
Date of birth	: 15/02/1969
Pass No	: K12853061B
Issued on	: 18/02/2020
Qualification	: Engineer

The Board of Directors would like to submit to the General Meeting of Shareholders for approval./.

Recipients:

- As above;
- Shareholders;
- Archive Secretary

ON BEHALF OF BOARD OF DIRECTORS



VAN THANH LIEM



DRAFT

..., December 28, 2021

RESOLUTION
IRREGULAR GENERAL MEETING OF SHAREHOLDERS 2021
SAI GON - SONG LAM BEER JOINT STOCK COMPANY

Pursuant to:

- Law on Enterprises no.59/2020/QH14, passed by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020;
- The Charter of Saigon - Song Lam Beer Joint Stock Company;
- The meeting minute of the Irregular General Meeting of Shareholders 2021 dated December 28, 2021.

RESOLVE

On December 28, 2021, the Irregular General Meeting of Shareholders is held with the participation of [.....] shareholders and authorized representatives, holding and representing [.....] shares with voting rights, accounting for [.....] of the total number of the Company.

After listening to the presentation of the Reports and Proposals, the Meeting has discussed and agreed upon ratifying the Resolution with following items:

Article 1. Ratifying the election to supplement the member of the Board of Directors

a) Dismissing **Mr. Nguyen Tien Dung** from the position of the member of the Board of Directors

b) Ratifying the election to supplement the member of the Board of Directors as follows:

- Number of the members of the Board of Directors to be supplemented: 01 person
- Term: 2017 - 2022
- Maximum number of candidates for the members of the Board of Directors: no limit

c) List of the Members of the Board of Directors: **Mr. Neo Gim Siong Bennett**

Voting

- *Affirmative votes:shares, accounting for ...% voting shares.*

- *Negative votes:shares, accounting for ...% voting shares.*

- *Abstention votes:shares, accounting for ...% voting shares.*

Article 2. The General meeting of shareholders has agreed to ratify the results of election to supplement the member of the board of directors (term of 2017-2022, as follows:



- Mr. **Neo Gim Siong Bennett** shall be the member of the Board of Directors with the number of affirmative votes of, representingvotes, accounting for% of total voting shares participating.

Article 3. This Resolution shall come into force from the signing date.

**ON BE HALF OF GENERAL
MEETING OF SHAREHOLDERS
CHAIRMAN**

Recipients:

- BoD;
- BoS;
- BoM;
- Recordings.

(the documents of irregular General Meeting of Shareholders in 2021).

VAN THANH LIEM

