



**GELEX GROUP**

**GELEX**

No.: .../2025/GELEX/BB-DHDCD

**SOCIALIST REPUBLIC OF VIETNAM**

**Independence - Freedom - Happiness**

*Hanoi, March 27, 2025*

**MEETING MINUTES**  
**OF THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**  
**GELEX GROUP JOINT STOCK COMPANY**

**A/ Company name, time, venue and composition of the General Meeting:**

**1. Company Name:** GELEX Group Joint Stock Company (the "Company" or "GELEX")

Head office: No. 52 Le Dai Hanh Street, Le Dai Hanh Ward, Hai Ba Trung District, Hanoi City.

Business code: 0100100512

**2. Time:** 8:30 AM on March 27, 2025

**3. Venue:** Thang Long Ballroom, 7th floor, Meliá Hanoi Hotel – No. 44B Ly Thuong Kiet, Tran Hung Dao, Hoan Kiem District, Hanoi.

**4. Participants:**

- The Board of Directors of the Company;
- The Executive Board of the Company;
- To 08:00AM on March 27, 2025, ..... shareholders (attending or authorized to attend) attending the meeting on behalf of the ..... shares, accounting for ... % of the total voting shares of GELEX Group Joint Stock Company. (as of March 27, 2025, the total number of voting shares of the Company is ..... shares).
- Each ordinary share has one vote. Accordingly, the total number of votes of shareholders attending the meeting at this time is: ..... votes, accounting for ... % of the total number of votes of all shareholders with voting rights in the Company.

**B - Agenda:**

**I- Opening, Report on Shareholder Eligibility.**

1. Mr. .... - on behalf of the Organizing Committee, declare the reason, introduce the delegates.
2. Mr.... - on behalf of the Shareholder Qualification Verification Committee, report on the results of the inspection of the verification for convening procedures the General Meeting of Shareholders and the eligibility of shareholders to attend the 2025 Annual General Meeting of Shareholders of GELEX Group Joint Stock Company.

To ... AM On March 27, 2025, there are.... Shareholders attending the meeting, on behalf of total ..... votes, accounting for .... % of the total number of votes of all shareholders with voting rights of GELEX Group Joint Stock Company.

**Conclusion:** The 2025 Annual General Meeting of Shareholders of GELEX Group Joint Stock Company is eligible to proceed in accordance with the provisions of the Law on Enterprises 2020 and the Charter of the Company.

Pursuant to Clause 6, Article 146 of the Law on Enterprises 2020, Shareholders or their authorized persons may still register and have the right to vote in voting immediately after the meeting has commenced; in this case, the validity of any the previously voted matters will remain unaffected.

Therefore, the number of shareholders attending the General Meeting at each time, if there are additional additions, will be recorded before voting on each issue at the General Meeting.

## **II-Introduction of the Chairman, Secretariat, Vote Counting Committee; Approval of the list of Vote Counting Committees, Meeting Agenda, Working Regulations at the Meeting, Election Regulations.**

1. Mr. .... on behalf of the Organizing Committee introduced the Chairman of the Meeting, Mr. Nguyen Trong Hien - Chairman of the Board of Directors of GELEX Group Joint Stock Company.
2. Mr. Nguyen Trong Hien introduced the other members who will co-chair the meeting, including:
  - Mr. Nguyen Van Tuan – General Director, Member of the Board of Directors;
  - Mr. ....
3. Mr. Nguyen Trong Hien - Chairman of the Meeting introduced the Secretariat of the meeting, including:
  - Ms. Dinh Thi Tinh;
  - Ms. Nguyen Thi Phuong.
4. Mr. Nguyen Trong Hien - Chairman of the Meeting introduced the members of the Vote Counting Committee for the Meeting to vote and approve, including:
  - Mr. Do Xuan Thang – Head of the Committee;
  - Mr. Hoang Hung – Member;
  - Mr. Nguyen Manh Dung – Member.
5. Mr. Nguyen Trong Hien – Chairman of the Meeting summarized the implementation of the Resolution of the 2024 Annual General Meeting of Shareholders, reported on the matters approved in the previous Resolutions of the General Meeting of Shareholders.



6. Mr. .... presented the Meeting Agenda, the Working Regulations at the Meeting, the Regulations on additional election of members of the Board of Directors for the term 2021-2026 (as disclosure as the website of GELEX) and announcing the last time for voting on these matters.

*To... AM on March 27, 2025, there are more ... shareholders attended the meeting, increase the total number of shareholders attending the meeting to ... shareholders, on be half of total... votes, accounting for ...% of the total number of votes of GELEX Group Joint Stock Company. The 2025 Annual General Meeting of Shareholders of GELEX Group Joint Stock Company is still eligible to continue to proceed in accordance with the provisions of the Law on Enterprises 2020 and the Charter of the Company. The voting results by electronic voting approved the List of Vote Counting Committees, the Meeting Agenda, the Working Regulations, and the Regulations on additional election of members of the Board of Directors for the term 2021-2026 of the General Meeting are as follows:*

- *Total number of issued votes: .... the votes, on behalf of ... votes.*
- *Total number of uncollected votes: .... the votes, on behalf of ... votes.*
- *Total number of collected votes: .... the votes, on behalf of ... votes. This is the total number of votes of shareholders attending the meeting and voting at the meeting for the matters in the table below.*

*The voting results are as follows:*

No.	Voting matters	Total number of votes of shareholders attending the meeting and voting at the meeting	The number of votes and the corresponding rate on Total number of votes of shareholders attending the meeting and voting at the meeting				
			Valid	Invalid	Approve	Disapprove	Abstain
1	List of Vote Counting Committees						
2	Meeting Agenda						
3	Working Regulations at the 2025 Annual						

	General Meeting of Shareholders						
4	Election Regulation of additional members of the Board of Directors for the term 2021-2026						

Thus, with the corresponding approval vote rate for each matters as mentioned above, the Meeting unanimously approved the List of Vote Counting Committees, the Meeting Agenda, the Working Regulations at the Meeting, the Election Regulation for Additional Members to the Board of Directors for the term 2021-2026 with the corresponding approval vote rate as follows:

- The list of the Vote Counting Committee approved by the General Meeting with an approval rate of ...% of the total number of votes of shareholders attending the meeting and voting at the meeting;
- The Meeting Agenda were approved by the General Meeting with an approval rate of ...% of the total number of votes of shareholders attending the meeting and voting at the meeting;
- The Working Regulations at the 2025 Annual General Meeting of Shareholders were approved by the General Meeting with an approval rate of ...% of the total number of votes of shareholders attending the meeting and voting at the meeting;
- The Election Regulation of additional members of the Board of Directors for the term 2021-2026 was approved by the General Meeting with an approval rate of ...% of the total number of votes of shareholders attending the meeting and voting at the meeting.

### III. Presentation of the contents of the Reports:

1. Mr. .... presenting the Report of the General Director on the Business operations in 2024 and and the 2025 business plan.
2. Mr. .... presenting the Report of the Board of Directors on the activity, Governance in 2024 and the 2025 strategic direction.
3. Mr. .... presenting the Report on the activities of the independent Board of Directors members within the Audit Committee.



#### **IV. Presentation of the Proposals to the General Meeting of Shareholders:**

1. Mr.... presenting Report No. 14/2025/GELEX/TTr-HDQT on issues to be submitted to the General Meeting of Shareholders:
  - Matter 1: The 2024 audited Financial statements (including the 2024 separate audited financial statements and 2024 consolidated audited financial statements);
  - Matter 2: Audited Report on the use of proceeds from offering shares to existing shareholders in 2021 as of 16 January 2025;
  - Matter 3: The 2024 Profit Distribution Plan;
  - Matter 4: The 2025 Key performance indicators for the year 2025;
  - Matter 5: Selection of an independent audit firm for the fiscal year 2025 and other related matters;
  - Matter 6: Addition of several new Business Lines;
2. Mr. ... presenting the Report No. 15/2025/GELEX/TTr-HDQT on Approval of the Plan to Issue Shares for Dividend Payment in 2024.
3. Mr. ... presenting the Report No. 16/2025/GELEX/TTr-HDQT on Regarding the dismissal of the Board of Directors members due to resignation letter and election of additional Board of Directors members for the term 2021-2026 and presenting the report of the list of eligible candidates.

#### **V. The Meeting discussed and contributed to the contents of the Reports and the issues submitted:**

<b>Shareholder Code</b>	<b>Question</b>	<b>The response of the Presidium</b>

The Presidium has answered the representative questions (as many shareholder inquiries contained similar content). The Presidium would like to express its gratitude to the esteemed shareholders, as this signifies a strong interest in the General Assembly. However, due to the limited duration of the Meeting, the discussion segment of the General Assembly will conclude as per the scheduled agenda. The Secretariat will summarize all remaining questions from the shareholders to the Presidium, the Company will categorize and consolidate these into groups

with similar content and will provide further responses to the shareholders at an appropriate time and in a suitable form.

**VI. The Meeting voted to approve the Reports and Proposals in the form of electronic voting.**

*To... AM on March 27, 2025, there are more ... shareholders attended the meeting, increase of the total number of shareholders attending the meeting to ... shareholders, on behalf of total.... votes, accounting for ...% of the total number of votes of GELEX Group Joint Stock Company. The 2025 Annual General Meeting of Shareholders of GELEX Group Joint Stock Company is still eligible to continue to proceed in accordance with the provisions of the Law on Enterprises 2020 and the Company's Charter.*

*The voting result via electronic voting on the Reports and Proposals at the Meeting are as follows:*

- *Total number of issued votes: .... the votes, on behalf of ... votes.*
- *Total number of uncollected votes: .... the votes, on behalf of ... votes.*
- *Total number of collected votes: .... the votes, on behalf of ... votes. This is the total number of votes of shareholders attending the meeting and voting at the meeting for the matters in the table below.*

*The voting results are as follows:*

No.	Voting matters	Total number of votes of shareholders attending the meeting and voting at the meeting	The number of votes and the corresponding rate on Total number of votes of shareholders attending the meeting and voting at the meeting				
			Valid	Invalid	Approve	Disapprove	Abstains
1	Approval of the Report on business operations in 2024 and the 2025 business plan						
2	Approval of the Report on the activities of the Board of Directors on the activities in						

	2024 and the 2025 strategic direction						
3	Approval of the Report on the activities of the Independent Board of Directors member within the Audit Committee						
4	Approval of the 2024 Audited Financial Statements						
5	Approval of the audited Report on the use of offering shares to existing shareholders in 2021 as of January 16, 2025						
6	Approval of the Profit Distribution Plan for the year 2024						
7	Approval of the Key performance indicators for the year 2025						
8	Approval of the Selection of an independent audit firm for the fiscal year 2025 and other related matters						



9	Approval of the addition of several new business lines of the Company						
10	Approval of the Plan for the issuance of shares to pay dividends for the year 2024						
11	Approval of the dismissal of Mr. Nguyen Van Tuan as a member of the Board of Directors due to the resignation letter						
12	Approval of the election of additional members to the Board of Directors for the term 2021-2026						

Thus, with the corresponding voting ratios for each matter as mentioned above, the Meeting agreed to approve the Reports and Proposals presented at the Meeting with the corresponding voting rate as follows:

- Approve the full content of Report on business result in 2024 and business orientations plan for 2025 of the General Director with an approval rate of ....% of the total number of votes of shareholders attending the meeting and voting at the meeting;
- Approved the full content of the Report on the activities of the Board of Directors on governance, operating results in 2024 and orientation for 20255 with an approval rate of ....% of the total number of votes of shareholders attending the meeting and voting at the meeting;
- Approve the full content of the independent member of the Board of Directors in the Audit Committee with an approval rate of ....% of the Report the activities of the Independent Board of Directors member within the Audit Committee;



- Approve Matter 1 mentioned in Proposal No. 14/2025/GELEX/TTr-HDQT: The 2024 Audited Financial Statements (including the 2024 audited Separate Financial Statements and the 2024 audited Consolidated Financial Statements) with an approval rate of ...% of the total votes of shareholders attending the meeting and voting at the meeting;
- Approve Matter 2 mentioned in Proposal No.14/2025/GELEX/TTr-HDQT: The audited Report on the use of from offering shares to existing shareholders in 2021 as of January 16, 2025 with an approval rate of ...% of the total votes of shareholders attending the meeting and voting at the meeting;
- Approve Matter 3 mentioned in Proposal No.14/2025/GELEX/TTr-HDQT: The Profit Distribution Plan for the year 2024 with an approval rate of ...% of the total number of votes of shareholders attending the meeting and voting at the meeting;
- Approve Matter 4 mentioned in Proposal No. 14/2025/GELEX/TTr-HDQT: the 2025 main plan targets with an approval rate of ...% of the total number of votes of shareholders attending the meeting and voting at the meeting;
- Approve Matter 5 mentioned in Proposal No. 14/2025/GELEX/TTr-HDQT: Selection of an independent audit firm for the fiscal year 2025 and other related matters with an approval rate of ...% of the total number of votes of shareholders attending the meeting and voting at the meeting;
- Approve Matter 6 mentioned in Proposal No. 14/2025/GELEX/TTr-HDQT: The addition of several new business lines of the Company with an approval rate of ...% of the total votes of shareholders attending the meeting and voting at the meeting;
- Approve the Plan for the issuance of shares to pay dividends for the year 2024 mentioned in Proposal No. 15/2025/GELEX/TTr-HDQT with an approval rate of ...% of the total number of votes of shareholders attending the meeting and voting at the meeting;
- Approve Matter 1 mentioned in Proposal No. 16/2025/GELEX/TTr-HDQT: Dismissal of the title of member of the Board of Directors for Mr. .... according to the resignation letter with an approval rate of ...% of the total number of votes of shareholders attending the meeting and voting at the meeting;
- Approve of Matter 2 mentioned in Proposal No. 16/2025/GELEX/TTr-HDQT: Election of 01 (one) additional member of the Board of Directors for the term 2021-2026 with an approval rate of ...% of the total number of votes of shareholders attending the meeting and voting at the meeting.

## **VII. Election of additional members of the Board of Directors for the term 2021 – 2026**

*The election was conducted cumulative voting according to the provisions of Clause 3, Article 148 of the Law on Enterprises 2020, in accordance with the Company's Charter, the Working Regulations of the General Meeting and the Election Regulation of additional members of the*

*Board of Directors for the term 2021-2026. Accordingly, to ... AM on March 27, 2025, there are more ... shareholders attended the meeting, increase the total number of shareholders attending the meeting to ... shareholders and on behalf of ..... voting shares; the number of votes is equal to the number of voting shares of shareholders attending the meeting multiplied by the number of additional elected candidates (according to the list announced at the General Meeting with 01 candidate); therefore, the total number of votes of shareholders attending the meeting is: ..... Votes.*

*The election results are as follows:*

- *Total number of issued votes: .... votes, on behalf of .... votes.*
- *Total number of uncollected votes (no votes):..... votes, on behalf of .... votes.*
- *Total number of collected votes: .... votes, on behalf of .... votes, in which:*
- *Total number of valid votes: .... votes, on behalf of .... votes.*
- *Total number of invalid votes: .... votes, on behalf of .... votes.*

STT	Candidate's full name	Votes
...	...	...

Thus, with the above election results, the candidate elected to the Board of Directors for the term 2021-2026 is Mr. / Mrs. ....

Thus, the list of members of the Board of Directors for the term 2021-2026 after the election includes the following Mr. / Mrs:

- Mr. Nguyen Trong Hien - Chairman of the Board of Directors;
- Mr. Luong Thanh Tung - Member of the Board of Directors;
- Mr. Le Ba Tho - Member of the Board of Directors;
- Mr. Dau Minh Lam - Member of the Board of Directors;
- Mr. / Mrs. .... – Member of the Board of Directors.

**VIII. Approve the Draft Minutes and Resolution of the 2025 Annual General Meeting of Shareholders:**

Mrs. Dinh Thi Tinh - on behalf of the Secretariat, presented to the General Meeting the contents of the Draft Minutes of the 2025 Annual General Meeting of Shareholders and the Draft Resolution of the 2025 Annual General Meeting of Shareholders of GELEX Group Joint Stock Company. The General Meeting voted to approve the contents of the Minutes and Resolution of the General Meeting via electronic voting.



To... AM on March 27, 2025, there are more ... shareholders attended the meeting, increase the total number of shareholders attending the meeting to ... shareholders, on behalf of total... votes, accounting for ...% of the total number of votes of GELEX Group Joint Stock Company. The 2025 Annual General Meeting of Shareholders of GELEX Group Joint Stock Company is still eligible to continue to proceed in accordance with the provisions of the Law on Enterprises 2020 and the Company's Charter. Accordingly:

The results of voting via electronic voting to approve the Minutes and Resolutions of the Meeting are as follows:

- Total number of issued votes: .... the votes, on behalf of ... votes.
- Total number of uncollected votes: .... the votes, on behalf of ... votes
- Total number of collected votes: .... votes, on behalf of ... votes. This is the total number of votes of shareholders attending the meeting and voting at the meeting for the following contents in the table below.

The voting results are as follows:

No.	Voting matters	Total number of votes of shareholders attending the meeting and voting at the meeting	The number of votes and the corresponding rate on Total number of votes of shareholders attending the meeting and voting at the meeting				
			Valid	Invalid	Approve	Disapprove	Abstains
1	Draft Minutes of the 2025 Annual General Meeting of Shareholders						
2	Draft Resolution of the Annual General						



Meeting of Shareholders in 2025							
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Thus, the Minutes of the Meeting and Resolution of the 2025 Annual General Meeting of Shareholders of GELEX Group Joint Stock Company have been voted and approved in the following proportions:

- The minutes of the 2025 Annual General Meeting of Shareholders was approved by the General Meeting with an approval rate of ...% of the total number of votes of shareholders attending the meeting and voting at the meeting;
- The Resolution of the Annual General Meeting of Shareholders in 2025 was approved by the General Meeting with an approval rate of ...% of the total number of votes of shareholders attending the meeting and voting at the meeting.

**IX. Closing of the General Meeting**

The Chairman of the General Meeting on behalf of the shareholders and the Board of Directors expressed gratitude to Mr. Nguyen Van Tuan; Mr. / Mrs. ... - The new member of the Board of Directors received congratulatory flowers at the General Meeting.

The 2025 Annual General Meeting of Shareholders of GELEX Group Joint Stock Company closed at ..... on 27/03/2025.

Mr. Nguyen Trong Hien, as the Chairman of the 2025 Annual General Meeting of Shareholders of GELEX Group Joint Stock Company, on behalf of the General Meeting of Shareholders, signed and issued the Minutes of the General Meeting and the Resolution of the General Meeting.

**TM/ SECRETARIAT**

**PRESIDING OFFICER OF THE  
CONGRESS**

**Nguyen Trong Hien**

**LIST OF SHAREHOLDERS/REPRESENTATIVES OF SHAREHOLDERS ATTENDING  
ANNUAL GENERAL MEETING OF SHAREHOLDERS IN 2025 GELEX GROUP JOINT STOCK COMPANY**

<b>STT</b>	<b>Shareholder's code</b>	<b>Full names of shareholders</b>	<b>Number of Legal Documents</b>	<b>Number of shares owned</b>	<b>Full name of the authorized recipient</b>	<b>Number of legal documents</b>	<b>Number of Authorized Shares to Attend and Vote</b>	<b>Corresponding number of votes</b>
<b>Total</b>								