

Hanoi, dated 30th December 2021

**MEETING MINUTES OF THE VOTING OF SHAREHOLDERS
OF BAOVIET HOLDINGS
(VIA THE OPINION COLLECTION IN WRITTEN FORM)**

In pursuant to:

- The Law on Enterprise No. 59/2020/QH14 dated 17/06/2020 and the guidelines on the implementation of the Law on Enterprise;
- The Law on Securities No. 54/2019/QH14 dated 26/11/2019 and the guidelines on the implementation of the Law on Enterprise;
- The current Charter of Baoviet Holdings;

Today, at 3.35PM on 30th December 2021, at the Office of Baoviet Holdings, no. 8 Le Thai To, Hoan Kiem, Hanoi, Baoviet Holdings organized the voting via the opinion collection in written form.

The Vote counting Board includes the Mr./Mrs./Ms. as follows:

1. Mr. Dao Dinh Thi - BOD's Chairman: Head of the Vote Counting Board
2. Mr. Do Truong Minh - BOD's member, CEO, the legal representative of Baoviet Holdings: Member;
3. Ms. Tran Thi Dieu Hang - BOD's member: Member;
4. Ms. Luong Thi Bich Ngoc – Deputy Head of General Affairs Office, Person in charge of Corporate Governance cum BVH Secretary: Vote counter;
5. Ms. Le Thi Ha Linh - General Affairs Officer: Vote counter cum Secretary.

The Inspection Board on vote counting includes the Mr./Mrs./Ms. as follows:

1. Mr. Ong Tien Hung - Head of the Supervisory Board of Baoviet Holdings: Head of the Inspection Board;
2. Mr. Vu Thanh Hai - Member of the Supervisory Board of Baoviet Holdings: Member;
3. Mr. Dinh Hoai Linh - Member of the Supervisory Board of Baoviet Holdings: Member.

The Inspection Board proceeds to count the votes, the Board proceeds to inspect on the vote counting process regarding the voting of the AGM in written form as follows:

I. Purposes and the matters for opinion collection in written form

1. Purposes:

The BOD of Baoviet Holdings organise to collect the opinions in written form to approve of the contents as at Paragraph I.2 of this minutes.

2. The matters for opinion collection approval

✓ Approve the supplement, revision of Business code 6810 as stipulated at Paragraph 1 Article 4 of the current Charter of BVH; Approve the Charter of Baoviet Holdings (the 13th amendment and supplement) on the basis of noting the supplement, revision of Business code 6810 in Paragraph 1 Article 4 of the Charter of Baoviet Holdings. *(Details as in the Submission No.1583/2021/TTr-HĐQT dated 20/12/2021 of the BOD of Baoviet Holdings)*

✓ Approve of adjustments on the usage of capital raised from 2019 private placement of Baoviet Holdings *(Details as in the Submission No.1584/2021/TTr-HĐQT dated 20/12/2021 of the BOD of Baoviet Holdings)*

✓ Approve of 2020 Audited Consolidated Financial Statements of BaoViet Holdings *(Details as in the Submission No.1585/2021/TTr-HĐQT dated 20/12/2021 of the BOD of Baoviet Holdings)*

II. General Information

Name of enterprise: Baoviet Holdings

Address of the headquarter: No. 72 Tran Hung Dao, Tran Hung Dao Ward, Hoan Kiem District, Hanoi.

Business registration certificate no. 0100111761 issued by the Hanoi Department of Planning and Investment dated 15/10/2007, 13th revision dated 09/01/2020.

Charter capital: 7,423,227,640,000 VND Dong

Total of shares: 742,322,764 shares, including:

- Ordinary shares: 742,322,764 shares
- Preferred shares: 0 shares

The total of shareholders as listed by the Vietnam Security Directory (VSD) dated 15/12/2021: 15,270 shareholders.

III. Inspection results on the opinion collection

1. Total of the opinion collection forms submitted to the Shareholders: 15,270 Forms, equivalent to 742,322,764 shares, contributed to 100% of shares with votable rights.

2. Total of the opinion collection forms sent back by shareholders: 33 Forms, equivalent to 650,656,065 shares, contributed to 87,65% of shares with votable rights, in which the details on valid forms and the numbers of invalid forms for each contents as mentioned in the Part IV of this Minute.

3. Total of the opinion collection forms unsent: 15,687 Forms, equivalent to

91,666,699 shares, contributed to 12.35% of shares with votable rights.

4. Total of the opinion collection forms of the related shareholders omitted from voting rights as stipulated by the law and the Charter of Baoviet Holdings: 0% of shares with votable rights.

IV. Results on the voting for each content as follows:

1. 1st opinion collection issue: Approve the supplement, revision of Business code 6810 as stipulated at Paragraph 1 Article 4 of the current Charter of BVH; Approve the Charter of Baoviet Holdings (the 13th amendment and supplement) on the basis of noting the supplement, revision of Business code 6810 in Paragraph 1 Article 4 of the Charter of Baoviet Holdings.

Vote Counting results:

- Valid forms: 33 forms, representing: 650,656,065 shares
- Invalid forms: 0 forms, representing: 0 shares

Voted results:

No.	Voted contents	No. of shares	Total of shares owned/ represented	Rate/Total of shares with votable rights (%)
1	Agree	31	648,937,179	87.42%
2	Disagree	2	1,718,886	0.23%
3	No comment	0	0	0%

2. 2nd opinion collection issue: Approve of adjustments on the usage of capital raised from 2019 private placement of Baoviet Holdings.

Vote Counting results:

- Valid forms: 33 forms, representing: 650,656,065 shares
- Invalid forms: 0 forms, representing: 0 shares

Voted results:

No.	Voted contents	No. of shares	Total of shares owned/ represented	Rate/Total of shares with votable rights (%)
1	Agree	31	648,937,179	87.42%
2	Disagree	2	1,718,886	0.23%
3	No comment	0	0	0%

3. 3rd opinion collection issue: Approve of 2020 Audited Consolidated Financial Statements of BaoViet Holdings.

Vote Counting results:

- Valid forms: 33 forms, representing: 650,656,065 shares
- Invalid forms: 0 forms, representing: 0 shares

Voted results:

No.	Voted contents	No. of shares	Total of shares owned/ represented	Rate/Total of shares with votable rights (%)
1	Agree	33	650,656,065	87.65%
2	Disagree	0	0	0%
3	No comment	0	0	0%

V. Approved contents:

1. 1st content: Approve of adjustment of business lines (code 6810) and corresponding amendments in Clause 1, Article 4 of the Charter of Baoviet Group; approve of the full text of the Charter of Baoviet Holdings (13th amendment and supplement) on the basis of noting the amendment and supplement of industry code 6810 in Clause 1, Article 4 of the Charter on business lines.

This content is approved with the voted “agree” rate 87.42% of the total shares with votable rights and valid for immediate implementation.

2. 2nd content: Approve of adjustments on the usage of capital raised from 2019 private placement of Baoviet Holdings.

This content is approved with the voted “agree” rate 87.42% of the total shares with votable rights and valid for immediate implementation.

3. 3rd content: Approve of 2020 Audited Consolidated Financial Statements of BaoViet Holdings.

This content is approved with the voted “agree” rate 87.65% of the total shares with votable rights and valid for immediate implementation

The vote counting ended on the same day.

100% members of the Vote counting Board and the Inspection Board agree to approve of the contents of the Meeting minutes, are mutually responsible for the precision, honesty of the content of the Meeting minutes on the vote counting and sign as follows.

THE VOTING INSPECTION BOARD

**BOD’s Chairman
Head of Inspection Board**

(signed)

Dao Dinh Thi

**BOD’s member, CEO
Member**

(signed)

Do Trung Minh

**BOD’s member
Member**

(signed)

Tran Thi Dieu Hang

Deputy Head of General Affairs Office
Vote counter

Secretary of the Board

(signed)

(signed)

Luong Thi Bich Ngoc

Le Thi Ha Linh

THE INSPECTION BOARD ON VOTE COUNTING

Head of the Supervisory Board
Head of Inspection Board

Member of the Supervisory Board
Inspection Board

Member of the Supervisory Board
Inspection Board

(signed)

(signed)

(signed)

Ong Tien Hung

Vu Thanh Hai

Dinh Hoai Linh