

**DAMIK GROUP  
JOINT STOCK COMPANY**

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No. .... /BB-DHDCD

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

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**MEETING MINUTES  
THE 2026 ANNUAL GENERAL MEETING OF SHAREHOLDERS  
DAMIK GROUP JOINT STOCK COMPANY**

**Institution Name** : DamiK Group Joint Stock Company  
**Headquarters** : Lot 20, Phu Thu Industrial Cluster, Nhi Chieu Ward, Hai Phong City, Vietnam  
**Business code** : 0800462363

Today, at ..... AM, April 24, 2026, at Lot 20 Phu Thu Industrial Cluster, Nhi Chieu Ward, Hai Phong City, the 2026 Annual General Meeting of Shareholders of DamiK Group Joint Stock Company is held in an in-person meeting format with the following contents:

**PART I**

**ATTENDEES AND THE LEGALITY AND VALIDITY OF THE MEETING**

**I. ATTENDEES**

- Members of the Board of Directors, members of the Board of Supervisors, members of the Company's Board of Management.
- Shareholders of DamiK Group Joint Stock Company - Attending the Meeting directly in person.
- Heads of the Company's professional Departments and Divisions.

**II. LEGALITY AND VALIDITY OF THE MEETING**

**1. Checking the number of shareholders attending the Meeting**

The Shareholder Eligibility Verification Committee reports the number of shareholders attending the Meeting as follows:

- As of March 31, 2026 (the record date for the official list of shareholders entitled to attend the 2026 Annual General Meeting of Shareholders), DamiK Group Joint Stock Company has ..... shareholders holding 14,375,000 shares, of which: 14,375,000 voting shares are held by ..... shareholders.

- The total number of attending shareholders as of the opening time of the Meeting at 8:15 AM, April 24, 2026, is: ..... shareholders representing ..... shares, corresponding to ....% of the company's total voting shares.

- Number of convened but absent shareholders: ... shareholders representing ..... ordinary shares, equivalent to ...% of the company's total voting shares.

According to the provisions of the Enterprise Law and the Company's Charter, the 2026 Annual General Meeting of Shareholders of DamiK Group Joint Stock Company has met all conditions to proceed. The shareholders and shareholder representatives attending the meeting have the right to vote according to the number of shares they own or represent.

## **PART II**

### **CONTENTS AND PROCEEDINGS OF THE MEETING**

#### **I. CONDUCTING THE MEETING**

The Meeting Organizing Committee submitted the Presidium, the Vote Counting Committee, the Secretariat, and the meeting agenda to the Meeting for voting and approval.

As of 8:35 AM on April 24, 2026, the total number of attending shareholders/authorized representatives with voting rights is: ..... shareholders, representing ..... shares, accounting for ....% of the voting shares attending the Meeting. Each share is equivalent to 1 vote.

The voting results to approve the meeting opening procedures are as follows:

##### **1. Approving the list of the Presidium, including:**

- (1) Mr. Dang Duc Minh – Chairman of the Board of Directors – Chairman
- (2) Mr. Nguyen Manh Trung – Member of the Board of Directors
- (3) Mr. Le Quy Son – Member of the Board of Directors cum General Director

The General Meeting of Shareholders (GMS) voted for approval by raising voting cards with an approval rate of .....% of the total voting shares attending the meeting.

##### **2. Approving the list of the Vote Counting Committee, including:**

- (1) Mr. Bui Van Tuan – Head of Committee
- (2) Ms. Pham Mai Trang – Member
- (3) Mr. Nguyen Ngoc Phuong – Member

The General Meeting of Shareholders voted for approval by raising voting cards with an approval rate of .....% of the total voting shares attending the meeting.

##### **3. Approving the list of the Secretariat, including:**

- (1) Ms. Pham Thanh Nhan - Head of Committee

(2) Ms. Nguyen Thi Huyen - Member

The General Meeting of Shareholders voted for approval by raising voting cards with an approval rate of .....% of the total voting shares attending the meeting.

#### **4. Approving the agenda at the 2026 Annual General Meeting of Shareholders**

The Meeting listened to Mr. Dang Duc Minh, on behalf of the Presidium, present the agenda of the 2026 Annual General Meeting of Shareholders.

The General Meeting of Shareholders voted for approval by raising voting cards with an approval rate of .....% of the total voting shares attending the meeting.

#### **5. Approving the Meeting Regulations**

The Meeting listened to Mr. Dang Duc Minh, on behalf of the Presidium, present the Working regulations, principles, and voting rules at the 2026 Annual General Meeting of Shareholders.

The General Meeting of Shareholders voted for approval by raising voting cards with an approval rate of ....% of the attending shareholders.

## **II. MAIN CONTENTS OF THE MEETING**

The General Meeting of Shareholders listened to the presentations of the reports and proposals submitted to the 2026 Annual General Meeting of Shareholders respectively as follows:

1. Mr. .... presented the Report on the Board of Directors' activities in 2025, and plans and directions for activities in 2026;

2. Report from the Board of Directors on the business performance results for 2025 and the business plan for 2026

3. Report on the activities of the Supervisory Board in 2025 and the plan of activities for 2026

4. Approving the submission concerns the approval of the audited financial statements for 2025

5. Approving the proposal for selecting an auditing firm for 2026

6. Approving the proposal for approval of the profit distribution plan for 2025 and the profit distribution plan for 2026

7. Approving the proposal for salary, bonus, and remuneration payments for 2025 and payment plan for 2026 for internal employees of DamiK Group Joint Stock Company

8. Approving the proposal regarding the amendment of the business registration code of DamiK Group Joint Stock Company

9. Approving the proposal for amendments and additions to the Company Charter and Internal Regulations on Governance

10. Approving the proposal on approving the transactions between the company and related parties

**PART III**  
**SHAREHOLDERS' DISCUSSION AT THE MEETING**

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**PART IV**  
**VOTING RESULTS**

Mr. **Bui Van Tuan** - Head of the Vote Counting Committee announced the results of vote counting at the Meeting as follows:

**1. Approving the report on the Board of Directors' activities in 2025, and plans and directions for activities in 2026**

This content is approved with an approval rate of 100% of the total voting shares of the attending/authorized shareholders, specifically:

| No. | Number of voting shares               |              | Voting rate |
|-----|---------------------------------------|--------------|-------------|
| 1   | Total number of voting shares         | ..... shares | .....       |
| 2   | Total number of valid voting shares   | ..... shares | .....       |
| 3   | Total number of invalid voting shares | ..... shares | .....       |
| 4   | Number of "Approve" voting shares     | ..... shares | .....       |
| 5   | Number of "Disapprove" voting shares  | ..... shares | .....       |
| 6   | Number of "No opinion" voting shares  | ..... shares | .....       |

**2. Approving the Report from the Board of Directors on the business performance results for 2025 and the business plan for 2026**

This content is approved with an approval rate of 100% of the total voting shares of the attending/authorized shareholders, specifically:

| No. | Number of voting shares             |              | Voting rate |
|-----|-------------------------------------|--------------|-------------|
| 1   | Total number of voting shares       | ..... shares | .....       |
| 2   | Total number of valid voting shares | ..... shares | .....       |

|   |                                       |              |       |
|---|---------------------------------------|--------------|-------|
| 3 | Total number of invalid voting shares | ..... shares | ..... |
| 4 | Number of "Approve" voting shares     | ..... shares | ..... |
| 5 | Number of "Disapprove" voting shares  | ..... shares | ..... |
| 6 | Number of "No opinion" voting shares  | ..... shares | ..... |

**3. Approving the Report on the activities of the Supervisory Board in 2025 and the plan of activities for 2026;**

This content is approved with an approval rate of 100% of the total voting shares of the attending/authorized shareholders, specifically:

| No. | Number of voting shares               |              | Voting rate |
|-----|---------------------------------------|--------------|-------------|
| 1   | Total number of voting shares         | ..... shares | .....       |
| 2   | Total number of valid voting shares   | ..... shares | .....       |
| 3   | Total number of invalid voting shares | ..... shares | .....       |
| 4   | Number of "Approve" voting shares     | ..... shares | .....       |
| 5   | Number of "Disapprove" voting shares  | ..... shares | .....       |
| 6   | Number of "No opinion" voting shares  | ..... shares | .....       |

**4. Approving the submission concerns the approval of the audited financial statements for 2025;**

This content is approved with an approval rate of 100% of the total voting shares of the attending/authorized shareholders, specifically:

| No. | Number of voting shares               |              | Voting rate |
|-----|---------------------------------------|--------------|-------------|
| 1   | Total number of voting shares         | ..... shares | .....       |
| 2   | Total number of valid voting shares   | ..... shares | .....       |
| 3   | Total number of invalid voting shares | ..... shares | .....       |
| 4   | Number of "Approve" voting shares     | ..... shares | .....       |

|   |                                      |              |       |
|---|--------------------------------------|--------------|-------|
| 5 | Number of "Disapprove" voting shares | ..... shares | ..... |
| 6 | Number of "No opinion" voting shares | ..... shares | ..... |

**5. Approving the proposal for selecting an auditing firm for 2026;**

This content is approved with an approval rate of 100% of the total voting shares of the attending/authorized shareholders, specifically:

| No. | Number of voting shares               |              | Voting rate |
|-----|---------------------------------------|--------------|-------------|
| 1   | Total number of voting shares         | ..... shares | .....       |
| 2   | Total number of valid voting shares   | ..... shares | .....       |
| 3   | Total number of invalid voting shares | ..... shares | .....       |
| 4   | Number of "Approve" voting shares     | ..... shares | .....       |
| 5   | Number of "Disapprove" voting shares  | ..... shares | .....       |
| 6   | Number of "No opinion" voting shares  | ..... shares | .....       |

**6. Approving the proposal for approval of the profit distribution plan for 2025 and the profit distribution plan for 2026;**

This content is approved with an approval rate of 100% of the total voting shares of the attending/authorized shareholders, specifically:

| No. | Number of voting shares               |              | Voting rate |
|-----|---------------------------------------|--------------|-------------|
| 1   | Total number of voting shares         | ..... shares | .....       |
| 2   | Total number of valid voting shares   | ..... shares | .....       |
| 3   | Total number of invalid voting shares | ..... shares | .....       |
| 4   | Number of "Approve" voting shares     | ..... shares | .....       |
| 5   | Number of "Disapprove" voting shares  | ..... shares | .....       |
| 6   | Number of "No opinion" voting shares  | ..... shares | .....       |

**7. Approving the proposal for salary, bonus, and remuneration payments for 2025 and payment plan for 2026 for internal employees of DamiK Group Joint Stock Company;**

This content is approved with an approval rate of 100% of the total voting shares of the attending/authorized shareholders, specifically:

| No. | Number of voting shares               |              | Voting rate |
|-----|---------------------------------------|--------------|-------------|
| 1   | Total number of voting shares         | ..... shares | .....       |
| 2   | Total number of valid voting shares   | ..... shares | .....       |
| 3   | Total number of invalid voting shares | ..... shares | .....       |
| 4   | Number of "Approve" voting shares     | ..... shares | .....       |
| 5   | Number of "Disapprove" voting shares  | ..... shares | .....       |
| 6   | Number of "No opinion" voting shares  | ..... shares | .....       |

**8. Approving the proposal regarding the amendment of the business registration code of DamiK Group Joint Stock Company;**

This content is approved with an approval rate of 100% of the total voting shares of the attending/authorized shareholders, specifically:

| No. | Number of voting shares               |              | Voting rate |
|-----|---------------------------------------|--------------|-------------|
| 1   | Total number of voting shares         | ..... shares | .....       |
| 2   | Total number of valid voting shares   | ..... shares | .....       |
| 3   | Total number of invalid voting shares | ..... shares | .....       |
| 4   | Number of "Approve" voting shares     | ..... shares | .....       |
| 5   | Number of "Disapprove" voting shares  | ..... shares | .....       |
| 6   | Number of "No opinion" voting shares  | ..... shares | .....       |

**9. Approving the proposal for amendments and additions to the Company Charter and Internal Regulations on Governance;**

This content is approved with an approval rate of 100% of the total voting shares of the attending/authorized shareholders, specifically:

| No. | Number of voting shares               |              | Voting rate |
|-----|---------------------------------------|--------------|-------------|
| 1   | Total number of voting shares         | ..... shares | .....       |
| 2   | Total number of valid voting shares   | ..... shares | .....       |
| 3   | Total number of invalid voting shares | ..... shares | .....       |
| 4   | Number of "Approve" voting shares     | ..... shares | .....       |
| 5   | Number of "Disapprove" voting shares  | ..... shares | .....       |
| 6   | Number of "No opinion" voting shares  | ..... shares | .....       |

**10. Approving the proposal on approving the transactions between the company and related parties**

This content is approved with an approval rate of 100% of the total voting shares of the attending/authorized shareholders, specifically:

| No. | Number of voting shares               |              | Voting rate |
|-----|---------------------------------------|--------------|-------------|
| 1   | Total number of voting shares         | ..... shares | .....       |
| 2   | Total number of valid voting shares   | ..... shares | .....       |
| 3   | Total number of invalid voting shares | ..... shares | .....       |
| 4   | Number of "Approve" voting shares     | ..... shares | .....       |
| 5   | Number of "Disapprove" voting shares  | ..... shares | .....       |
| 6   | Number of "No opinion" voting shares  | ..... shares | .....       |

**SECTION V**

**APPROVING THE MINUTES AND RESOLUTIONS OF THE MEETING**

Ms. Pham Thanh Nhan - Head of the Secretariat presented the full text of the Meeting Minutes and Resolution of the General Meeting of Shareholders before the Meeting.

The Meeting Organizing Committee proceeded to vote to approve the contents of the Minutes and Resolution of the 2026 Annual General Meeting of Shareholders of DamiK Group Joint Stock Company by raising voting cards.

At .....:00 AM on April 24, 2026. Total number of attending shareholders/authorized representatives with voting rights: ..... shareholders/representatives, representing ..... shares, accounting for .....% of the voting shares attending the Meeting.

The General Meeting of Shareholders voted to approve the full text of the Minutes and Resolution of the 2026 Annual General Meeting of Shareholders with an approval rate of 100%.

The minutes were completed at ..... AM on April 24, 2026, and were approved before the entire General Meeting of Shareholders of DamiK Group Joint Stock Company./.

The Presidium declared the closing of the Meeting.

The 2026 Annual General Meeting of Shareholders ended at 11:30 AM on the same day.

**ON BEHALF OF SECRETARIAT  
HEAD**

**ON BEHALF OF PRESIDUM  
CHAIRMAN**

**PHAM THANH NHAN**

**DANG DUC MINH**