Ladofoods

LAM DONG FOODSTUFFS JOINT STOCK COMPANY
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WORKING REGULATIONS
AT THE ANNUAL GENERAL MEETING OF SHAREHOLDERS IN 2026
LAM DONG FOODSTUFFS JOINT STOCK COMPANY

- Pursuant to the Law on Enterprises No. 59/2020/QH14 passed by the National Assembly on 17/06/2020;

- Pursuant to the Charter of organization and operation of Lam Dong Foodstuffs Joint Stock Company,

In order for the 2026 Annual General Meeting of Shareholders of Lam Dong Foodstuffs Joint Stock Company to be conducted quickly and conveniently, ensuring the interests of shareholders and complying with the provisions of the Law on Enterprises and the Company's Charter. We would like to request the General Meeting of Shareholders to approve the Working Regulations at the 2026 Annual General Meeting of Shareholders, specifically as follows:

I. Shareholders attending the meeting

- Shareholders attending the General Meeting are shareholders and legally authorized representatives of shareholders named in the list of shareholders entitled to attend the meeting on the closing date of the list of shareholders (19/06/2026).

- At the general meeting of shareholders, each shareholder or authorized representative of the shareholder is entitled to receive a voting card/voting slip to attend the general meeting from the Shareholder Eligibility Verification Board.

- Shareholders and authorized representatives of shareholders must comply with the management of the Chairman of the General Meeting, create conditions for the meeting to take place smoothly and successfully, and comply with the regulations and working regulations of the General Meeting.

- Shareholders or authorized representatives of shareholders who arrive late (after the opening and the general meeting has worked) have the right to attend the meeting, have the right to participate in voting on all matters that take place afterwards. The results voted at the general meeting before the shareholders arrive are still legally valid (no re-voting).

II. Tasks of the Congress

- Voting to approve the Reports of the Board of Directors and the Company's Board of Directors;

- Voting to approve the Reports of the Board of Directors;

- Voting on other contents under the jurisdiction of the General Meeting of Shareholders.

III. Voting to approve the contents and decisions of the General Meeting of Shareholders

1. Voting

a. Voting Principles

- All decisions of the General Meeting of Shareholders must be voted on publicly and directly under the management of the Chairman.

- The decision of the General Meeting of Shareholders shall be approved when the minimum ratio is reached as prescribed by law and the Company's Charter.

+ Decisions of the General Meeting of Shareholders related to the following issues shall be adopted when 65% or more of the total votes of voting shareholders are present in person or through authorized representatives present at the General Meeting of Shareholders:

  ✓ Type of shares and total number of shares of each type;;

  ✓ Change of business lines, professions and fields;

  ✓ Changes in the organizational structure of the Company's management;

  ✓ Reorganization and dissolution of the Company

  ✓ Projects on investment or sale of assets valued at 35% or more of the total value of assets recorded in the company's latest financial statements, unless the company's charter stipulates other ratios or values.

+ Other contents shall be approved when 50% or more of the total votes attending the meeting are approved, except for the cases specified in Clause 1 of this Article and Clauses 3, 4 and 6, Article 148 of the Law on Enterprises.

- Each shareholder has the number of votes calculated by the total number of shares that he or she owns and is owned or authorized by his or her representative

b. How to vote

- Shareholders/representatives are entitled to receive a Voting Card/Voting Slip according to the Company's form, in which the full name and number of voting votes are inscribed.

- Shareholders/representatives vote in favor, disapproval, and no opinion on matters that must be approved by the General Meeting of Shareholders.

- The vote counting committee will count the votes according to each type of opinion of the shareholder/representative. The number of Approval cards is counted first, the number of Disapproval cards is counted later, and the number of No Comments cards is counted last.

- Shareholders are only allowed to vote once (01) time for one of the items of Approval, Disapproval, and No opinion when the Chairman of the Delegation requests a vote.

- Voting

+ How to record the voting slip: Shareholders mark "X" or "V" in one of the boxes: Agree, Disapprove or No opinion corresponding to each issue stated in the voting slip.

In case of voting issues arising in addition to the contents of the Voting Form, provided that these issues are approved by the General Meeting to be included in the contents of the Voting Form, the shareholders shall write these new contents in the blank line of the Voting Form under the guidance of the Presiding Delegation or the Organizing Committee. Similarly, shareholders mark "X" or "V" in one of the boxes: Approve, Disapprove or No opinion corresponding to each added content.

+ Invalid Votes: Votes are considered invalid in the following cases:

✓ The voucher is not according to the prescribed form, is not issued by the Company, does not bear the Company's seal;

✓ The vote is crossed out, modified, added or incorrectly named, not on the list of contents that have been unanimously voted on by the General Meeting of Shareholders;

✓ The slip is torn and no longer intact;

✓ If 2 or more boxes are selected or crossed out or erased on each issue to be consulted, the voting on that issue is invalid; Other contents marked in accordance with regulations are still recorded as valid.

✓ There is no signature of the shareholder or the authorized representative of the shareholder.

+ In case the shareholder leaves a blank and does not tick any box, it is considered that there is no opinion.

+ The Vote Counting Committee must collect voting votes after the General Meeting of Shareholders votes.

IV. Comments at the General Meeting of Shareholders

Shareholders/representatives have the right to express their opinions on all matters to be discussed and voted on at the General Meeting of Shareholders, but must comply with the following regulations:

- When registering to speak, the voting card must be raised, stating the full name of the shareholder/representative and the number of shares with voting rights;

- With the consent of the presiding delegation;

- The content of the speech is concise, to the point and suitable to the contents being discussed for approval, the duration of the speech must not exceed 05 minutes.

V. Presiding Delegation

- The Chairman of the Board of Directors is the chairman of the General Meeting. In case the Chairman of the Board of Directors is absent, the remaining members of the Board of Directors shall elect one of the members of the Board of Directors to preside over the General Meeting.

- The presiding delegation consists of a number of members of the Board of Directors and managers of the Company appointed by the Chairman of the General Meeting.

- Tasks of the presiding delegation:

+ Controlling the General Meeting of Shareholders according to the Program and Regulations approved by the General Meeting of Shareholders;

+ Guide, discuss and vote on issues on the agenda;

+ Settle all related issues and arise during the General Meeting of Shareholders in accordance with the approved Regulations, the Law on Enterprises and the Company's Charter.

+ The Chairman has the right not to reply or only record the comments of shareholders if the contents of the contributions and proposals are outside the contents of the consultation of the General Meeting.

+ Have the right to request competent agencies to maintain the order of the meeting or expel those who show signs of causing trouble, failing to comply with the executive power of the presiding delegation, preventing the normal development of the congress from the congress.

VI. Union secretary

- List of University Secretaries appointed by the chairman of the delegation.

- Duties of the Secretary:

+ Fully and accurately record the developments of the meeting, opinions discussed in the General Meeting of Shareholders;

+ Make the minutes of the General Meeting of Shareholders;

+ Prepare and read the Draft Resolution of the General Meeting of Shareholders

+ Perform support jobs as assigned by the Presidium.

VII. Vote Counting Committee

- The list of the University Vote Counting Committee consists of 01 head and members approved by the General Meeting of Shareholders.

- Tasks of the Vote Counting Committee:

+ Instruct shareholders on how to use voting cards/voting papers, voting methods.

+ Inspect and supervise the voting of shareholders.

+ Organize the vote counting, ensure that the vote counting must ensure accuracy, transparency, objectivity, timeliness and strictly comply with the provisions of law and this Regulation. In case the Vote Counting Committee cannot accurately identify the relevant shareholders who do not have the right to vote on each issue due to lack of information or due to incomplete or unclear legal provisions, the votes of such shareholders shall still be counted.

+ Make a record of vote counting.

+ Announce the results of vote counting and hand over all documents to the chairman of the delegation for safekeeping.

VIII. Minutes and Resolutions of the General Meeting of Shareholders

The contents of the General Meeting of Shareholders shall be made into a Minutes.

The minutes of the General Meeting of Shareholders shall be read and approved before the closing of the General Meeting of Shareholders. The minutes of the General Meeting, the minutes of the examination of shareholder status, the minutes of vote counting and other documents related to the developments and results of the General Meeting shall be kept at the Company's headquarters.

Based on the results of the meeting, the Chairman issues a Resolution of the General Meeting of Shareholders on the issues approved by the General Meeting of Shareholders.

IX. Other matters:

In order for the General Meeting of Shareholders to take place in an orderly and quality manner and ensure the time to request shareholders/representatives:

- Do not speak privately during the meeting;

- Turn off or leave the mobile phone's silence mode during the meeting;

- If it is necessary to make telephone contact, they must leave the meeting room;

- If the shareholder/representative is absent from the meeting room (for any reason) during the voting period, the number of voting shares of such shareholder/representative shall be counted as Approval when the General Meeting of Shareholders votes;

- The General Meeting of Shareholders may work through the hours (beyond the morning break or early afternoon) to complete the agenda and ensure the voting rate to approve the contents that need to be voted on at the 2026 Annual General Meeting of Shareholders.

- Shareholders attending the General Meeting are responsible for complying with this Regulation.

This Regulation was approved at the 2026 Annual General Meeting of Shareholders of the Company./.

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ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRPERSON

S.Đ.K.K.D:5800040824 C.T.C.P CÔNG TY CỔ PHẦN THỰC PHẨM LÂM ĐỒNG TP. ĐÀ LẠT - T. LÂM ĐỒNG

Dinh Thi Mong Van