

**REGULATION ON THE ORGANIZATION OF  
THE 2026 ANNUAL GENERAL MEETING OF SHAREHOLDERS**

- Pursuant to the Law on Enterprises No. 59/2020/QH14; Law No. 76/2025/QH15 amending and supplementing a number of articles of the Law on Enterprises, and guiding documents for implementation;
- Pursuant to the Law on Securities No. 54/2019/QH14; Law No. 56/2024/QH15 amending and supplementing a number of articles of the Law on Securities, and guiding documents for implementation;
- Pursuant to Decree No. 155/2020/NĐ-CP guiding the implementation of the Law on Securities; Decree No. 245/2025/NĐ-CP amending and supplementing a number of articles of Decree No. 155/2020/NĐ-CP;
- Pursuant to the Charter of FPT Corporation;
- Pursuant to the Internal Regulations on Corporate Governance;
- Pursuant to other relevant legal documents.

**Article 1. Scope and Subjects of Application**

1. This Regulation sets forth the rules governing the organization of the 2026 Annual General Meeting of Shareholders (“AGM”) of FPT Corporation (hereinafter referred to as the “Company”).

2. This Regulation shall apply to all delegates attending the 2026 Annual General Meeting of Shareholders of the Company.

**Article 2. Interpretation of Terms**

1. “Delegate” means a shareholder or an authorized representative of a shareholder attending the 2026 Annual General Meeting of Shareholders of the Company.

2. “Online General Meeting of Shareholders” means a form of organizing the General Meeting of Shareholders using electronic means, applying modern information technology solutions to transmit images and audio via the Internet, allowing Delegates located in different places to follow the proceedings of the Meeting, participate in discussions, and exercise their voting rights.

3. “Electronic Voting” means the method by which Delegates use computers or other Internet-connected devices to exercise their voting rights through the Electronic Voting System as prescribed and notified by the Company.

4. “Electronic Voting System” means the system used by the Company to provide Delegates with tools to exercise relevant rights, including but not limited to voting and election rights when attending the General Meeting of Shareholders.

5. “Identification Factors” mean the necessary information used to accurately identify an entity in a given context.

**Article 3. Notice of Invitation to the Annual General Meeting of Shareholders**

1. Venue of the Annual General Meeting of Shareholders

- In person: Conference Room, 8th Floor, FPT Building, No. 10 Phạm Văn Bạch Street, Cầu Giấy Ward, Hà Nội.
- Online: Access link: <https://agm.fpt.com>

2. The notice of invitation to the Annual General Meeting of Shareholders shall be sent to each shareholder entitled to attend the Meeting and shall comply with the Internal Regulations on Corporate Governance, the Company’s Charter, and the Law on Enterprises. The forms of notification for the invitation to the General Meeting of Shareholders include:

The notice of the Annual General Meeting of Shareholders shall be published on the Company's website at: [www.fpt.com](http://www.fpt.com); disclosed through the information disclosure system of the Ho Chi Minh City Stock Exchange; and sent to shareholders by one of the following methods:

- (i) Delivered by hand or sent by registered mail to the shareholder's contact address;
- (ii) Sent to the shareholder's contact address via email, or through text message to the registered phone number, or fax number stored and provided by the Vietnam Securities Depository and Clearing Corporation, as registered by the shareholder, or to the email address registered by the shareholder with the Company;
- (iii) In the case where the shareholder is an employee of the Company or its subsidiaries, the notice may be placed in a sealed envelope and delivered by hand at the workplace, or sent to the shareholder's work email address.
- (iv) In the case where the shareholder is an employee of the Company or its subsidiaries, the notice may be placed in a sealed envelope and delivered by hand at the workplace, or sent to the shareholder's work email address.

3. Documents used in the Meeting, the Meeting agenda, draft resolutions for each matter in the agenda, and other relevant information regarding matters to be discussed and voted on at the Meeting shall be posted on the Company's website at <https://fpt.com>

4. The notice of invitation to the Annual General Meeting of Shareholders must be sent to all shareholders on the list of shareholders entitled to attend the Meeting no later than twenty-one (21) days prior to the opening date of the Meeting (calculated from the date the notice is duly sent or dispatched, with postage paid or placed in the mailbox).

5. A shareholder or group of shareholders holding 5% or more of the total ordinary shares has the right to propose additional matters to be included in the agenda of the General Meeting of Shareholders. Such proposals must be made in writing and sent to the Company at least seven (07) working days prior to the opening date of the Meeting. The proposal must include the name of the shareholder, the number and type of shares held, and the contents proposed to be included in the agenda. The convener of the Annual General Meeting of Shareholders has the right to reject such proposals in the following cases:

- (i) The proposal is not submitted within the prescribed time limit or does not contain sufficient or appropriate information;
- (ii) At the time of submission, the shareholder or group of shareholders does not hold at least five percent (5%) of the total ordinary shares as stipulated in Clause 4, Article 11 of the Company's Charter;
- (iii) The proposed matter does not fall within the authority of the General Meeting of Shareholders for discussion and approval;
- (iv) Other cases as provided by applicable laws and the Company's Charter.

#### **Article 4. Conditions for Holding the General Meeting of Shareholders**

1. The General Meeting of Shareholders (GMS) shall be conducted when the attending Delegates represent more than 50% of the total voting rights. A Delegate shall be deemed to be in attendance when participating in person or online and having successfully authenticated their login through the Electronic Voting System.

2. In the event that the first meeting does not meet the required conditions to proceed, the convening and organization of subsequent meetings of the GMS shall be carried out in accordance with the Company's Charter and the Law on Enterprises.

#### **Article 5. Rights and Obligations of Delegates Attending the General Meeting of Shareholders**



1. Delegates attending the General Meeting of Shareholders (GMS) are entitled to vote on all matters within the authority of the Meeting in accordance with applicable laws and the Company's Charter, through the Electronic Voting System.

2. Delegates participating in the online General Meeting of Shareholders are responsible for keeping their access credentials confidential to ensure that only the Delegate is authorized to cast votes on the Electronic Voting System. The voting results recorded on the Electronic Voting System shall be deemed the final decision of the Delegate. Delegates shall bear full responsibility before the law and the Company for the electronic voting results executed through the Electronic Voting System.

3. If a Delegate discovers that their username, password, and/or other identification factors have been lost, stolen, disclosed, or are suspected of being disclosed, the Delegate must immediately notify the Company so that necessary measures can be taken in a timely manner. The Delegate shall be responsible for any damages, losses, or risks arising due to the Delegate's fault.

4. Delegates arriving after the opening of the GMS may still register to attend and shall have the right to participate in voting immediately after completing the registration procedures. In such cases, the validity of matters already voted on shall not be affected. This provision also applies to Delegates logging into the system to attend the online General Meeting of Shareholders.

5. Audio or video recording at the Meeting must be publicly announced and approved by the Chairperson of the Meeting.

#### **Article 6. Procedures for Conducting the Meeting and Voting at the General Meeting of Shareholders**

Comply with the provisions set out in Clause 6.3, Article 6 of the Internal Regulations on Corporate Governance, Article 19 of the Company's Charter, and Article 146 of the Law on Enterprises 2020.

##### **1. Method of Registration for Attending the General Meeting**

- (i) On the date of the General Meeting of Shareholders (GMS), the Company shall conduct the shareholder registration procedures and shall continue the registration process until all shareholders entitled to attend the Meeting have completed their registration.
- (ii) Delegates arriving late to the GMS shall have the right to register immediately and thereafter participate in and vote at the Meeting. The Chairperson of the Meeting shall not be required to suspend the Meeting to allow late Delegates to complete registration, and the validity of voting results conducted prior to the arrival of such Delegates shall not be affected.
- (iii) For Delegates attending the online General Meeting of Shareholders, Delegates shall access the Meeting via the link provided in the Notice of Invitation, and log in as a Shareholder using the login credentials corresponding to their Securities Registration Number or ID/Passport Number. A shareholder shall be deemed to have attended the GMS after successfully authenticating and logging into the Electronic Voting System through one of the following methods:
  - Verification of the ID Card/Citizen Identification Card/Passport used to register the securities account holding FPT shares through the eKYC system;
  - Authentication via OTP sent through SMS or Email based on the information registered in the shareholder list, or through the internal email system in the case where the shareholder is an employee of the Company.





## **2. Form of the Meeting and Procedures for Conducting the General Meeting of Shareholders:**

Shall comply with the provisions set forth in Article 19 of the Company's Charter and Article 146 of the Law on Enterprises 2020. Cách thức tham dự và biểu quyết của Đại hội đồng cổ đông

### **3. Form of Attendance and Voting**

Delegates may attend the General Meeting of Shareholders (GMS) either in person or online and may conduct **Electronic Voting** in accordance with Clause 4 of this Article. Detailed instructions for attending the online General Meeting of Shareholders shall be issued by the Company and published on the Company's website at <https://fpt.com>

#### **a. Vote Counting Committee**

The Meeting shall elect persons responsible for vote counting or supervising the vote counting process as proposed by the Chairperson of the Meeting. The Vote Counting Committee shall consist of no more than three (03) members.

#### **b. Voting Method and Announcement of Results**

- Voting shall be conducted through Electronic Voting;
- Voting through Electronic Voting shall be carried out in accordance with the provisions set out in Clause 4 of this Article;
- The vote counting results shall be announced immediately before the closing of the Meeting;
- The vote counting minutes shall be published on the Company's website within fifteen (15) days from the date the vote counting is completed.

### **4. Electronic Voting**

#### **a. Principles and Methods of Electronic Voting**

- Electronic voting may be conducted immediately after the Delegate has registered to attend the Meeting online or in person and successfully logged into the system, or at the time when voting matters arise during the online monitoring of the Meeting. Once the voting period announced on the Electronic Voting System has expired, the system will no longer record any additional electronic votes from Delegates.

- Delegates shall vote on each matter in the Meeting agenda. When voting electronically, for each matter, Delegates shall select one of the three options: "Approve", "Disapprove", or "Abstain" on the voting ballot configured in the Electronic Voting System. After completing voting on all matters subject to voting in each voting session, the Delegate shall click "Submit Ballot" to save and send the voting results to the system.

- In the event that the Meeting agenda is supplemented with additional matters proposed by a shareholder or a group of shareholders and approved by the General Meeting of Shareholders, Delegates may conduct additional voting. If a Delegate does not participate in the additional voting, such Delegate shall be deemed not to have voted on those matters.

- Delegates may change their voting selections multiple times, but may not cancel a ballot once it has been submitted. The Electronic Voting System shall record only the last ballot submitted prior to the expiration of the prescribed voting period.

#### **b. Vote Counting Method**

- Each Delegate's voting ballot shall be recorded by the system according to: the number of votes in favor, the number of votes against, and the number of abstentions.

## **5. Discussion at the General Meeting of Shareholders**

- Discussions at the General Meeting of Shareholders (GMS) shall be moderated by the Chairperson of the Meeting or a representative of the Organizing Committee, ensuring compliance with the provisions of the Company's Charter.

- For Delegates attending the online General Meeting of Shareholders, shareholders or their authorized representatives may raise questions directly or submit questions to the Company through the online meeting system or through other methods guided by the Company in the notice of invitation. The Meeting Secretariat shall be responsible for recording the name of the Delegate, Delegate code (if any), and the content of the questions.

- Depending on the time and conditions of the Meeting, the Organizing Committee may select appropriate online communication channels to enable Delegates attending the Meeting to present opinions, raise questions, and receive responses from the Company.

## **6. Authorization**

a. A shareholder may authorize another individual or organization to represent them in attending and voting at the Meeting for all or part of the shares owned.

b. A corporate shareholder holding at least 10% of the total ordinary shares may authorize up to three (03) representatives to attend and vote at the Meeting on behalf of all or part of the shares owned.

c. The authorization shall be legally valid when the following conditions are satisfied:

- The shareholder completes all required information in the authorization form provided by the Company and has not yet logged in or authenticated to attend the Meeting via <https://agm.fpt.com>

- The power of attorney is printed in accordance with the Company's template and bears the full signatures, clearly stated full names, and seal (if the authorizing party is an organization) of both the authorizing party and the authorized party; and

- In the case where a shareholder authorizes another person to attend the Meeting online, the Company must receive the original power of attorney sent to the address: FPT Building, No. 10 Phạm Văn Bạch Street, Dịch Vọng Ward, Cầu Giấy District, Hà Nội before [23:00 on April 15, 2026] to ensure the Delegate's access to the system.

- In the case where a shareholder authorizes another individual or organization to attend the General Meeting of Shareholders (GMS) without using the Company's authorization template, the authorization document must comply with the civil law regulations and must at least include the following information: name of the authorizing party and the authorized party; number of shares authorized; content and scope of authorization; duration of authorization; and signatures of the parties. In addition, the authorization document must provide the email address, phone number, or ID/Citizen ID/Passport number of the authorized person to ensure that the authorized person can log in to the Company's online voting platform.

- In the case of re-authorization, the person attending the Meeting must also present the original authorization document from the shareholder or the authorized representative of the corporate shareholder (if it has not been previously registered with the Company).

**7. Revocation of Authorization for shareholders whose authorization has been confirmed:**



The shareholder shall send the Company an official written notice requesting the revocation of the authorization before the official opening of the Meeting. The revocation shall take effect from the time the Company receives the official written notice of revocation from the shareholder.

The Notice of Revocation of Authorization must be sent in writing to both the authorized party and the Company, and shall include the following information:

- Information of the authorizing party (shareholder): Full name, ID Card/ Citizen, Identification Card/ Passport/ Business Registration Certificate, number of shares owned.
- Information of the authorized party: Full name, ID Card/ Citizen Identification Card/ Passport/ Business Registration Certificate, number of shares authorized.
- Content of the request for revocation of authorization.

#### **Article 7. Adoption of Resolutions of the General Meeting of Shareholders**

Shall comply with Clause 6.4, Article 6 of the Internal Regulations on Corporate Governance, Article 20 of the Company's Charter, and Article 148 of the Law on Enterprises 2020.

#### **Article 8. Minutes of the General Meeting of Shareholders**

Shall comply with Clause 6.5, Article 6 of the Internal Regulations on Corporate Governance, Article 22 of the Company's Charter, and Article 150 of the Law on Enterprises 2020.

#### **Article 9. Request for Annulment of Resolutions of the General Meeting of Shareholders**

Shall comply with **Article 23 of the Company's Charter**.

#### **Article 10. Disclosure of Information on the Minutes and Resolutions of the General Meeting of Shareholders**

Within 24 hours from the time the Meeting concludes, the minutes and resolutions of the General Meeting of Shareholders shall be published on the Company's website at [www.fpt.com](http://www.fpt.com) and submitted to the State Securities Commission of Vietnam and the Ho Chi Minh City Stock Exchange for disclosure in accordance with applicable regulations.

#### **Article 11. Implementation Provisions**

This Regulation shall take effect from the date it is signed and promulgated by the Chairman of the Board of Directors and shall be applied at the 2026 Annual General Meeting of Shareholders, which is expected to be held on [April 16, 2026].

ON BEHALF OF  
THE BOARD OF DIRECTORS  
CHAIRMAN  
  
Truong Gia Binh

