

Hanoi, day month 2022

DRAFT**VOTING REGULATION****TO RESOLUTIONS AT THE 30th ANNUAL GENERAL MEETING OF
SHAREHOLDERS OF SHB**

- Pursuant to the Law on Credit Institutions No. 47/2010/QH12 dated June 16 , 2010 of the 12th National Assembly and the Law amending and supplementing a number of articles of the Law on Credit Institutions No. 17/2017/QH14 dated 20 November 2017 of the 14th National Assembly and guiding documents;
- Pursuant to the Enterprise Law No. 59/2020/QH14 approved by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020 and guiding, amending, supplementing and guiding documents;
- Pursuant to the Securities Law No. 54/2019/QH14 dated November 26, 2019 of the National Assembly of the Socialist Republic of Vietnam and guiding documents;
- Pursuant to the current Charter of Saigon - Hanoi Commercial Joint Stock Bank;
- Pursuant to the Regulation on organization and operation of the Board of Directors of SHB issued together with Decision No. 111/QĐ – BOD dated May 7, 2021 of the Board of Directors of Saigon - Hanoi Commercial Joint Stock Bank.

Voting to approve the Resolutions and Decisions of the General Meeting of Shareholders (GMS) at the Annual General Meeting of Shareholders of SHB on April 20, 2022 is carried out as follows:

1. Scope of application

This regulation is applied for voting to pass resolutions in the 30th General Meeting of Shareholders of Saigon - Hanoi Commercial Joint Stock Bank (SHB).

2. Subjects of application

Shareholders owning shares with voting rights and those involved in the voting process in the 30th General Meeting of Shareholders of the Bank are responsible for complying with the provisions of this regulation.

3. Votes

- Voting cards issued by the Organizing Committee. Shareholders registering to attend the meeting will be issued voting cards. In case you want to amend, you must cross out the wrong choice, sign right next to the crossed out place and tick the correct option.
- The following votes are considered invalid:
 - ✓ The ballot is not according to the form prescribed by the Organizing Committee;

- ✓ The ballot is not stamped by the Bank;
- ✓ The ballot is torn, erased or amending the pre-printed information on the ballot, the ballot has additional voting content, except for the content requested by the Organizing Committee;
- ✓ The ballot is not signed by the shareholder.

4. Voting method

- The ballot must clearly state the number of shares held by the shareholder and the corresponding number of votes used by the shareholder to vote .
- Shareholders may use the total number of votes mentioned above to vote on the contents to be approved at the General Meeting.
- Shareholders have the right to choose one of three options: agree/disagree/have no opinion. If you choose any option, mark (X) or (V) on that option.

5. The voting committee

- The vote counting committee consists of 3 members, approved by the General Meeting of Shareholders. Members of the Vote Counting Committee may be the Bank's shareholders but must not be on the list of nominees or candidates for the Board of Directors or the Supervisory Board.
- The Vote Counting Committee is responsible for carrying out necessary procedures for counting votes, including: Preparing ballot boxes; disseminating the voting sequence; supervise the voting of shareholders and organize the vote counting.
- The Vote Counting Committee must be responsible for the truthfulness and accuracy of the vote counting results.

6. Counting votes

The counting of votes must be conducted by the Vote Counting Committee at the voting room immediately after the vote ends. Before opening the ballot box, the Voting Counting Committee must make statistics, make a minutes, and seal the unused ballots. The Vote Counting Committee must not cross out or modify the Voting Card.

7. Principles of passing resolutions at the General Meeting of Shareholders

Complying with the Bank's Charter.

8. Announcement of vote counting results

- The Vote Counting Committee makes a minutes of the vote counting, the head of the Vote Counting Committee reads the report on the vote counting results before the General Meeting;
- The minutes of vote counting must be delivered to the Secretariat of the General Meeting and kept together with the documents of the Meeting in accordance with SHB's regulations.

**PP. GENERAL MEETING OF SHAREHOLDERS
CHAIRMAN**

