

Hanoi, April 2nd, 2024

**REPORT TO THE ANNUAL GENERAL MEETING OF
SHAREHOLDERS**
**Regarding the amendment of the Charter and Internal Regulations on
Corporate Governance**

To: General Meeting of Shareholders of Viettel Construction Joint Stock Corporation.

Pursuant to the 2020 Enterprise Law;
Pursuant to the Charter of Viettel Construction Joint Stock Corporation;
Based on the actual situation at Viettel Construction Joint Stock Corporation.

The Board of Directors respectfully submits the following content to the General Meeting of Shareholders of Viettel Construction Joint Stock Corporation (“the Corporation”) for approval of the following content:

1. Amendment to the Charter:

- **Business industries:** remove industry code “3512: Transmission and distribution of electricity” approved at the annual General Meeting Of Shareholders in 2020, as this is a state monopoly sector and cannot be registered with the business registration authority.

- Clarify the definition of “Shareholder’s contact address” and the sending of meeting invitations to shareholders.

Details as follows:

No.	Current content in the Charter	Proposed Amendment/Supplementation	Reason
1.	Article 4, Section 1: Business industries of the Corporation: - Recognize industry code 3512: Transmission and distribution of electricity.	Remove industry code 3512 from the Charter.	Amendment according to reality because it cannot be registered with the Business Registration Office, Hanoi Department of Planning and Investment.

2.	<p>First paragraph of Point f, Section 6, Article 16 concerning “Convening General Meeting of Shareholders”:</p> <p>Meeting invitations to the General Meeting of Shareholders are sent to all shareholders by means to ensure reaching the shareholder’s contact address, and simultaneously published on the Corporation’s website and the State Securities Commission, Stock Exchange where the Corporation is registered for trading or listing.</p>	<p>Meeting invitations to the General Meeting of Shareholders are sent to all shareholders by means to ensure reaching the shareholder’s contact address, and simultaneously published on the Corporation’s website and the State Securities Commission, Stock Exchange where the Corporation is registered for trading or listing. <u>The shareholder’s contact address is one of the following types of information: registered office address for organizations; permanent address/workplace/phone number/email address or other address of individuals registered with the company for contact or stored and provided by the Company’s Vietnam Securities Depository and Clearing Corporation.</u></p>	<ul style="list-style-type: none"> - Clarify the concept of shareholder’s contact address. - Facilitate the sending of letters or meeting invitations to shareholders in practice.
3.	<p>Second paragraph of Point f, Section 6, Article 16 concerning “Convening General Meeting of Shareholders”:</p> <p>The person convening the General Meeting of Shareholders must send meeting invitations to all shareholders on the Shareholders List entitled to attend the meeting at least 21 days before the opening date of the General Meeting of Shareholders (from the date the notice is sent or transmitted in a valid manner)</p>	<p>The person convening the General Meeting of Shareholders must send meeting invitations to all shareholders on the Shareholders List entitled to attend the meeting at least 21 days before the opening date of the General Meeting of Shareholders (<u>from the date the notice is sent or transmitted in a valid manner to the shareholder’s contact address by one of the forms stipulated in the Corporation’s Internal Regulations on Corporate Governance</u>).</p>	<ul style="list-style-type: none"> - Supplement to clarify according to the actual situation.

2. Amendment and supplementation to the Internal Regulations on Corporate Governance

Supplement detailed methods for sending meeting invitations to shareholders.

Details as follows:

No.	Current content in the Charter	Proposed Amendment/Supplementation	Reason
1.	Point 4.1, Section 4, Article 4: Meeting invitations to the General Meeting of Shareholders are sent to all shareholders by means to ensure reaching the shareholder's contact address, and simultaneously published on the Corporation's website and the State Securities Commission, Stock Exchange where the Corporation is registered for trading or listing.	<p>The person convening the General Meeting of Shareholders must send meeting invitations to all shareholders on the Shareholders List entitled to attend the meeting at least 21 days before the opening date of the General Meeting of Shareholders (from the date the notice is sent or transmitted in a valid manner). Meeting invitations to the General Meeting of Shareholders are sent to all shareholders by means to ensure reaching the shareholder's contact address according to one of the following forms or a combination of the following forms:</p> <ul style="list-style-type: none"> - <u>Handed in person or sent by post in a secure manner to the registered office address of the shareholder if it is an organization, or the permanent address/workplace that the individual shareholder has registered;</u> - <u>Sent via email or text message to the shareholder's contact address provided by the Vietnam Securities Depository and Clearing Corporation or registered with the Corporation;</u> - <u>In the case of a shareholder who works within the Corporation, the meeting invitation may be handed in person to the workplace or sent to the shareholder's email address.</u> <p>Meeting invitations are also published on the Corporation's</p>	<ul style="list-style-type: none"> - Specify methods for sending letters/meeting invitations to shareholders. - Implement digitalization and digitize corporate governance activities. - Practice ESG in corporate governance: saving and minimizing waste to the environment.

		<u>website and the State Securities Commission, Stock Exchange where the Corporation is listed.</u>	
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3. Implementation organization:

After being approved by the General Meeting of Shareholders, the Corporation is responsible for issuing and publishing the Charter and Internal Regulations on Corporate Governance in accordance with the authority and regulations.

Respectfully submitted to the General Meeting of Shareholders for consideration and approval.

**FOR. BOARD OF DIRECTORS
CHAIRMAN**

(Signed)

DO MANH HUNG