



**SAI GON PORT  
JOINT STOCK COMPANY**

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

No: 216 /TB-HĐQT

*Ho Chi Minh City, March 3<sup>rd</sup>, 2025*

## **NOTICE**

***Regarding the Nomination and Candidacy for the Replacement of a Board Member for the Remaining Term of 2021 - 2026***

**To: Shareholders of Sai Gon Port Joint Stock Company**

The Board of Directors of Sai Gon Port Joint Stock Company would like to inform the shareholders eligible to attend the meeting about the nomination and candidacy process for qualified individuals to become members of the Board of Directors (“BOD”) for the remaining term of 2021 - 2026. This process is to elect a replacement for the BOD member expected to be dismissed at the 2025 Annual General Meeting of Shareholders, in accordance with the following conditions, standards, and procedures:

### **I. Number of Board Members to Be Elected for the Remaining Term of 2021 - 2026:**

- Number of BOD members to be elected as replacements: ... members.

### **II. Qualifications and Conditions for Becoming a BOD Member for the Remaining**

#### **Term:**

1. Must not fall under the circumstances specified in Clause 2, Article 17 of the Enterprise Law No. 59/2020/QH14.
2. Must possess expertise and experience in business management or in the industry and business sector of the Company; being a shareholder of the Company is not a requirement.
3. A BOD member may concurrently hold a BOD position in a maximum of five (05) other companies.
4. Must not have a family relationship with the parent company’s executives, those authorized to appoint executives of the parent company, the General Director, members of the Board of Supervisors, or other managers and executives of the Company.
5. Must meet other qualifications and conditions as prescribed by law and the Company's Charter.

### **III. Regulations on Nominating Candidates for the BOD:**

#### **1. General Regulations**

Shareholders or groups of shareholders holding at least 10% of the total common shares have the right to nominate candidates for election to the BOD. The nomination process is as follows:

- a) Shareholders forming a group to nominate candidates must notify other shareholders attending the meeting about their grouping before the commencement of the General Meeting

of Shareholders;

b) Based on the number of BOD members, shareholders or shareholder groups as mentioned above may nominate one or more candidates, as decided by the General Meeting of Shareholders.

## **2. Number of Nominees Allowed**

The number of BOD candidates that a shareholder or shareholder group may nominate is as follows:

- Shareholders or groups holding from 10% to less than 20% of total voting shares may nominate up to one (01) candidate;

- Shareholders or groups holding from 20% to less than 30% of total voting shares may nominate up to two (02) candidates;

- Shareholders or groups holding from 30% to less than 40% of total voting shares may nominate up to three (03) candidates;

- Shareholders or groups holding from 40% to less than 50% of total voting shares may nominate up to four (04) candidates;

- Shareholders or groups holding from 50% to less than 60% of total voting shares may nominate up to five (05) candidates;

- Shareholders or groups holding from 60% to less than 70% of total voting shares may nominate up to six (06) candidates;

- Shareholders or groups holding from 70% to less than 80% of total voting shares may nominate up to seven (07) candidates;

- Shareholders or groups holding from 80% to less than 90% of total voting shares may nominate up to eight (08) candidates.

If the number of candidates nominated and self-nominated is still insufficient as required, the current BOD shall nominate additional candidates or organize nominations in accordance with the Company's Charter and the Internal Corporate Governance Regulations. The nomination of additional candidates by the incumbent BOD must be clearly announced before the General Meeting of Shareholders votes to elect BOD members, as required by law.

## **IV. Requirements for Nomination and Candidacy Documents for the Election of a Replacement BOD Member for the Remaining Term of 2021 - 2026:**

### **1. Application Documents:**

a) Nomination/Candidacy Application Form (as per the provided template);

b) Candidate's Curriculum Vitae (as per the provided template);

c) Certified copies (issued within the last 06 months) of the following documents: Identity Card/Passport/Citizen ID/Permanent Residence Book (if any) or Business Registration Certificate (for organizations);

d) Certified copies (issued within the last 06 months) of documents certifying educational and professional qualifications (if available);

e) Documents confirming the percentage of shares owned by the shareholder/shareholder group meeting the nomination eligibility criteria as stipulated in this regulation.

**2. Candidates nominated for the BOD must ensure the accuracy and truthfulness of the information in their application and shall bear legal responsibility before the law and the General Meeting of Shareholders.**

The application must be submitted as one original set and sent no later than two (02) working days before the opening of the General Meeting to the following address:

**Board of Directors Office – Sai Gon Port Joint Stock Company**

*Address: 3 Nguyen Tat Thanh, Ward 13, District 4, Ho Chi Minh City*

*Phone: 028 3940 2184 Fax: 028 3940 0168*

The envelope should be clearly marked: “Application for BOD Nomination/Candidacy.”

Sincerely./.

**Recipients:**

- As addressed;
- Archive: Administrative Office.

**ON BEHALF OF THE BOARD OF DIRECTORS  
CHAIRMAN**

**Huynh Van Cuong**





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**NOMINATION APPLICATION**  
**FOR CANDIDACY TO THE BOARD OF DIRECTORS**  
**OF SAI GON PORT JOINT STOCK COMPANY FOR THE REMAINING TERM OF**  
**2021 - 2026**

To: **THE GENERAL MEETING OF SHAREHOLDERS OF SAI GON PORT JOINT STOCK COMPANY**

I/We, the shareholders of Sai Gon Port Joint Stock Company, whose details are listed below:

Shareholder Code	Shareholder Name	Number of Shares Owned
.....	.....	.....
.....	.....	.....
.....	.....	.....

The total number of shares we own as of the record date for the Annual General Meeting of Shareholders in 2025 is ..... shares (in words: .....), corresponding to .....% of the charter capital of Sai Gon Port Joint Stock Company.

Pursuant to Notice No. .... /TB-HDQT dated ..... /..... /2025 regarding the nomination and candidacy for the replacement of a Board Member for the remaining term, and after reviewing the nomination criteria stated in the Regulation on Candidacy and Nomination for the Board of Directors of Sai Gon Port Joint Stock Company, we respectfully nominate the following candidates for the position of Board Member for the remaining term:

**LIST OF NOMINATED CANDIDATES FOR THE BOARD OF DIRECTORS**  
**SAI GON PORT JOINT STOCK COMPANY**

No.	Full Name	ID Number	Date of Issue	Place of Issue	Nominated Position
1.	.....	.....	.....	.....	.....
2.	.....	.....	.....	.....	.....

We hereby certify that the information provided in this application and the attached documents is accurate and truthful. We also commit to fully complying with the provisions of the Company's Charter and the Regulations on Candidacy and Nomination for the Board of Directors at the General Meeting of Shareholders of Sai Gon Port Joint Stock Company.

Sincerely./.

Attached Documents:

- Candidate's Curriculum Vitae;
- Other required documents as per regulations..

....., ..... 2025  
Shareholder Signature

*(Authorized Representative's Signature and Stamped)<sup>1</sup>*

<sup>1</sup> Including all shareholders participating in the nomination



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## **CANDIDACY APPLICATION**

### **FOR THE BOARD OF DIRECTORS OF SAI GON PORT JOINT STOCK COMPANY FOR THE REMAINING TERM OF 2021 - 2026**

To: **THE GENERAL MEETING OF SHAREHOLDERS  
SAI GON PORT JOINT STOCK COMPANY**

I, the undersigned (organization/individual):

ID/ Business Registration No.: ..... Date of Issue: ..... Place of Issue: .....

Address:

Education Level: ..... Major: .....

Current Shareholding: ..... shares (In words: .....) )

Total Par Value: ..... VND.

I hereby submit my candidacy for the position of Board Member for the remaining term of 2021 - 2026 at Sai Gon Port Joint Stock Company, to be elected at the 2025 Annual General Meeting of Shareholders.

If elected as a Board Member, I commit to dedicating my utmost capabilities and enthusiasm to contribute to the development of the Company.

Sincerely./.

Attached Documents:

- Candidate's Curriculum Vitae.
- Other required documents as per regulations.

....., [Date] [Month] 2025

(Authorized Representative's Signature and Stamped, if applicable)



Photo 4X6

**CANDIDATE’S SUMMARY PROFILE FOR THE BOARD OF DIRECTORS OF SAI GON PORT JOINT STOCK COMPANY**

**1. Personal Information:**

- Full Name: \_\_\_\_\_ - Gender: \_\_\_\_\_
- Date of Birth: \_\_\_\_\_
- Place of Birth: \_\_\_\_\_
- Permanent Address: \_\_\_\_\_
- Current Residence: \_\_\_\_\_
- Nationality: \_\_\_\_\_ - Ethnicity: \_\_\_\_\_ - Religion: \_\_\_\_\_
- ID/Passport Number: \_\_\_\_\_ - Date of Issue: \_\_\_\_\_ - Place of Issue: \_\_\_\_\_

**2. Educational Background:**

- General Education Level: \_\_\_\_\_
- Political Education Level: \_\_\_\_\_
- Professional Qualifications: \_\_\_\_\_

Degree	Major	Year of Graduation	Duration of Study	Institution

**3. Work Experience::**

From - To	From - To	From - To

From - To	From - To	From - To

**4. Other Management Positions (including Board of Directors and Supervisory Board positions in other companies):**

No.	Company Name	Position

**5. Interests Related to Sai Gon Port Joint Stock Company and Its Affiliates:**

No.	Name of the company	Relationship	Shareholding	Other information