



INSTRUCTIONS TO LOGIN TO ONLINE VOTING PLATFORM SHAREHOLDERS' APPROVAL IN WRITING MARCH 2023

To vote online, please log in according to the following steps:

Step 1: Sign in

Shareholders who use computer/tablet or smartphone with internet connection, wifi/3G, etc., access the bcg.bvote.vn page → Click “Shareholders Login”



- Enter the Account (ID number / Personal ID/Passport / registration number of the Shareholder)
- Enter **Password** (Password is sent with the invitation letter)
- Then click “Login”.

If Shareholders forget their password:

- Click “Forgot password?”
- Enter the OTP sent to shareholders’ phone number
- Then click “Login”.

Step 2: Voting on the Reports and Proposals

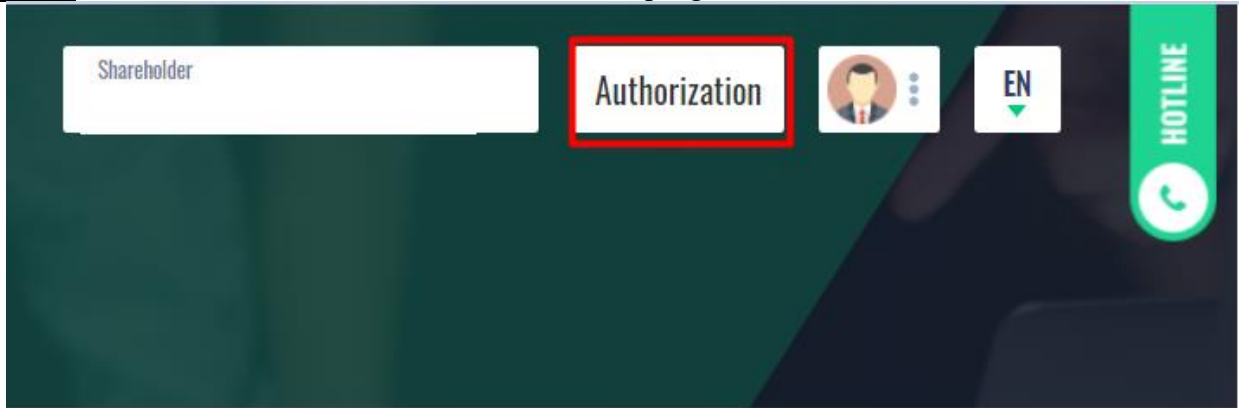
- Shareholders choose the opinions **In Favor – Against – Abstention** for each content.

No.	Motion	In Favor	Against	Abstention	Action
1	[Redacted]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="button" value="Submit"/>
2	[Redacted]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="button" value="Submit"/>
3	[Redacted]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="button" value="Submit"/>
4	[Redacted]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="button" value="Submit"/>

Then click “Submit” for each content or click “Send all votes” for the selected content.

INSTRUCTIONS FOR AUTHORIZATION

Step 1: Shareholders click “Authorization” at the top right of the screen.



Step 2:

- **Authorization in writing:** Download the authorization form, fill in the information and then send the document by courier to the Issuer.

AUTHORIZATION

Number of authorized shares: 270,200

Form 1: Send the Power of attorney in writing to the head office at the address

[Download authorization form](#)

➤ **Online authorization:**

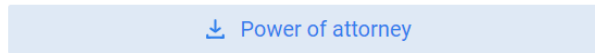
- Shareholders enter the information of the authorized person in the online form then click “Continue”

Step 1: Enter authorized person information

<input type="text" value="ID/Passport/Business Registration No."/>	<input type="text" value="Phone number"/>	
<input type="text" value="Full name"/>	<input type="text" value="Issue date"/>	<input type="text" value="Issued by"/>
<input type="text" value="Address"/>	<input type="text" value="Enter number of authorized shares"/>	

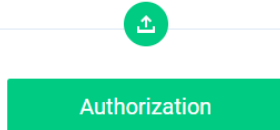
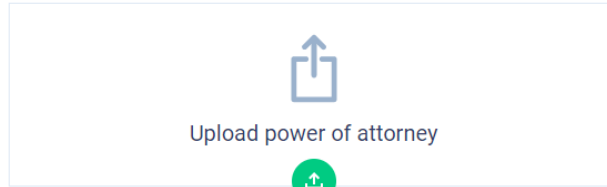
- Shareholders click download **“Power of Attorney”** after signing/stamping to confirm the authorization

Step 2: Shareholders please download the power of attorney to sign/seal



- Shareholders upload signed/stamped power of attorney and click **“Authorization”**

Step 3: Shareholders please upload signed/stamped power of attorney to complete the authorization



- Shareholders enter the OTP code that the system has sent to the phone number to complete the procedure.

VERIFY AUTHORIZATION
Phone number to receive OTP: 03699***15

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