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values

# CÔNG TY CỔ PHẦN CHỨNG KHOÁN SÀI GÒN – HÀ NỘI SAIGON – HANOI SECURITIES J.S.C

UNIMEX Hanoi Building, 41 Ngo Quyen Street, Hoan Kiem Dist., Hanoi, Vietnam

Tel: (84.24).3.8181888 Fax: (84.24)24.3.8181688 Website: [www.shs.com.vn](http://www.shs.com.vn)

First License 66/UBCK-GP dated November 15<sup>th</sup>, 2007 and last amended License no.96/GPĐC-UBCK dated November 28<sup>th</sup>, 2021 issued by SSC

Hanoi, March 30<sup>th</sup>, 2022

## Notice of 2022 Annual General Meeting

NOTICE IS HEREBY GIVEN that the Annual General Meeting of Saigon – Hanoi Securities JSC (SHS) will be held at

**The Grand Ballroom of Army Hotel at no.1A Nguyen Tri Phuong Street, Ba Dinh District, Hanoi, Vietnam**

at 01.30 pm on Wednesday 27<sup>th</sup>, April 2022

Virtual meeting at <http://dhcd.shs.com.vn>

Shareholders who wish to attend the annual general meeting must:

- be recorded as shareholders in the share register maintained and provided by Vietnam Securities Depository Center) on March 28<sup>th</sup>, 2022;
- no later than on April 25<sup>th</sup>, 2022, preferably before 4.30 p.m., inform SHS of their participation and potential assistants intention to attend the meeting, to the Company Head-office, during office hours by telephone (84.24).3.8181888 , by SMS at (84.24) 93 63 8888 7, by fax (84.24).3.8181688 , or by email with the receiving address: [quynh.dtn@shs.com.vn](mailto:quynh.dtn@shs.com.vn),

The notification should state name, personal identification number or registration number, address, day-time phone number and when applicable information regarding any representative, proxy and or at most two assistants. If applicable, the notification must include authorization documents such as certificate of registration or equivalent documents.

### Provisional Agenda as follow to consider and pass:

1. Adoption of the Annual Report and Accounts of the Company for the financial year ended December 31<sup>st</sup>, 2021 and the reports of the Directors and auditors.
2. Adoption of the Business Plan for the FY2022.
3. Election of the BOD and Supervisory Board for the term 2022-2027.
4. Adoption of the report of Supervisory Board for the FY 2021.
5. Adoption of the report of BOD.
6. Adoption of the profit distribution for the FY 2021
7. Adoption of the Remuneration Report for the FY2022.
8. Appointment of auditors for the FY2022.
9. Other issues in accordance with the Vietnam Enterprise Law

Shareholders are recommended to attend at least 15 minutes before the time appointed for holding of the AGM to allow time for registration.

Please bring the identity card, the letter of attorney/proxy (if authorized) and legal copy of business registration certificate (organizational shareholder), and present it at the shareholder registration desk before the commencement of the AGM.

For your safety, we recommend shareholders to attend the Virtual AGM to limit the bad impact of the covid epidemic to your health.

Shareholders use personal computers/smartphones/tablets/IT vehicles with internet connection and access the link <http://dhcd.shs.com.vn/> from April 22<sup>nd</sup>, 2022 to register to attend the Virtual AGM or appointing a proxy and from 13:00 on April 27<sup>th</sup>, 2022 to attend the AGM in the real time.

The Virtual AGM system verifies a shareholder status through his/her own photo and ID card/Passport, matching the personal data declared on VSD, so when logging in for the first time, a shareholder is required such Document and in accordance with the System Instructions.

If you are unable to attend the AGM, you can still vote on the proposed resolutions by appointing a proxy. To appoint a proxy:

a) You can complete the enclosed proxy appointment form, in accordance with the instructions printed on it, and return it (together with any power of attorney or other authority under which it is signed, or a certified copy of such item) to our Head-office in Hanoi.

b) You can alternatively submit an electronic proxy appointment. Full details of the procedures, including voting instructions are given on the website address for online proxy <http://dhcd.shs.com.vn> and/or <http://dhcd.shs.com.vn/Pages/UyQuyendaiHoi.aspx>

c) You can alternatively authorize an organization to attend:

- Shareholders shall make a Letter of Attorney/Proxy according to the provisions of civil law, the Charter of SHS and the guidance of SHS and must clearly state the name of the authorized individual, organization and the number of authorized shares.

- Shareholders send the original Letter, Organization's Profile (including the Certificate of Business Registration, or License, information matching the information on the Power of Attorney, Legal Representative) to the Company no later than 15:00 on April 25<sup>th</sup>, 2022.

In either case, the proxy appointment form should be returned, or the electronic proxy appointment instruction transmitted, as soon as possible and in any event so as to be received by 15.00 on April 25<sup>th</sup>, 2022.

#### **BOD's office**

#### **Saigon – Hanoi Securities JSC**

Add: 1 – 5 Fl, UNIMEX Hanoi Building, 41 Ngo Quyen, Hang Bai, Hoan Kiem, Hanoi, Vietnam

Tel: (84.24) 38181 888 (312) Fax: (84.4) 38181 688

SMS: (84.24) 93 63 8888 7

Email: [quynh.dtn@shs.com.vn](mailto:quynh.dtn@shs.com.vn) Website: <http://www.shs.com.vn>

**Virtual AGM:** <http://dhcd.shs.com.vn>

AGM documents, complete proposals are available at the Company's head office in Hanoi and at the Company's website <http://dhcd.shs.com.vn/> no later than on April 5<sup>th</sup>, 2022. The copies of the documents will also be available at the AGM.

For more information:

**BOD's office (IR)**

**Saigon – Hanoi Securities JSC**

Add: 1 – 5 Fl, UNIMEX Hanoi Building, 41 Ngo Quyen, Hang Bai, Hoan Kiem, Hanoi, Vietnam

Tel: (84.24) 38181 888 (312) Fax: (84.4) 38181 688

SMS: (84.24) 93 63 8888 7

Email: [quynh.dtn@shs.com.vn](mailto:quynh.dtn@shs.com.vn) Website: <http://www.shs.com.vn>

Depending on the development of the epidemic, the Board of Directors will decide to change the form, time and location of the Meeting in compliance with regulations and instructions of state agencies to ensure safety for Shareholders and Employees.

If there are any changes, the Company will notify shareholders through the website, press release, phone and email.

Best regards,

**On behalf of BOD  
Chairman**

(signed)

Đỗ Quang Hiến

The logo for SHS (Saigon Hanoi Securities JSC) features the letters 'SHS' in a bold, blue, sans-serif font. The letters are set against a white background and are surrounded by a thick, light blue outline. The logo is positioned in the lower half of the page, partially overlapping a large, faint, yellow circular graphic that serves as a background element.