

PROPOSAL

(On changing the location of the company's headquarters)

To: GENERAL MEETING OF SHAREHOLDERS

Base:

- Law on Enterprises No. 59/2020/QH14 on 06/17/2020; Law No. 03/2022/QH15 on 01/11/2022;
- Law on Securities No. 54/2019/QH14 on 11/26/2019; and documents amending, supplementing and guiding the implementation of the laws;
- Decision No. 132/QĐ-UBCK dated March 6th, 2013 of the State Securities Commission providing guidance on the headquarters, facilities serving securities business activities, and other related regulations;
- The current charter of Saigon - Hanoi Securities Joint Stock Company,
- The report from the CEO on the current usage status of the Company's Building designated as the main headquarters, the actual business operations, the company's operation, and the expanding scale of personnel and infrastructure,

The Board of Directors of Saigon - Hanoi Securities JSC (SHS) respectfully submits to the General Meeting of Shareholders for consideration and approval the change of the Company's main headquarters location as follows:

1. Reason for change:

SHS has relocated its headquarters to UNIMEX Building in Hanoi, at 41 Ngo Quyen Street, Hang Bai Ward, Hoan Kiem District, Hanoi, Vietnam since January 2018, with a total area of 1,215 square meters (*from 1st to 5th floor and half of the 7th floor*), averaging 3.5 square meters ($3.5m^2$) per person . However, the standard workspace area for Grade A offices is 7 square meters ($7m^2$) per person.

With the strong personnel growth at present, the current building cannot meet our demand. Therefore, SHS needs to establish a workspace that is suitable in size and design for the growing workforce, aligning with the company's development direction and culture in the new phase.

The SHS Board of Directors has conducted a survey of feasible locations and proposed to the Board of Trustees to locate the new headquarters at 43 Ly Thuong Kiet Street, Hang Bai Ward, Hoan Kiem District, Hanoi. The building is currently under construction with 8 floors, 1 mezzanine, and 3 basement levels; the land area is 411 square meters, and the estimated completion of construction is August 2024.

The building is conveniently located near the intersection of Ba Trieu and Ly Thuong Kiet streets, facilitating employees' commuting and customer transactions. Since the building is beginning construction and will be ready for SHS to lease long-term, SHS can

proactively propose to the investor to design the building's functions to meet the company's workspace needs and brand identity, ensuring long-term stability in headquarters, investing in equipment and office design to modern standards and convenience, for the maximum benefit of customers and employees.

2. Proposal for submission to the General Meeting of Shareholders:

2.1. Approval of the proposal to change the location of the Company's headquarters.

- a. Current address: **Floors 1-5, UNIMEX Hanoi Building, No. 41 Ngô Quyền Street, Hang Bai Ward, Hoan Kiem District, Hanoi City, Vietnam.**
- b. Proposed new address: **No. 43 Lý Thường Kiệt Street, Hang Bai Ward, Hoan Kiem District, Hanoi City, Vietnam.**

SHS Board of Directors will decide on the official and complete address of the Company's headquarters based on the legal documents of the project after completion and the actual usage needs of the Company.

2.2. Delegation of Authority to the Board of Directors:

- a. Full authority to decide on matters related to the Plan to change the Company's head office location in accordance with legal regulations, SHS internal regulations, and the most recent Shareholders' Meeting report on implementation.
- b. Proactively adjust and amend the provisions of the Company's Charter related to changing the head office address.
- c. Implement procedures for seeking approval, reporting, public disclosure, changing Establishment and Operation Licenses, Business Registration Certificates, and other related procedures.
- d. The Board of Directors, on behalf of the Shareholders' Meeting, is authorized to proactively delegate authority to SHS Chairman, CEO, and relevant staffs within the Company to implement the Plan (*including but not limited to repair, construction, procurement of equipment, facilities, machinery, office supplies, technology, infrastructure, design, interior and exterior decoration, insurance and fire protection, organization of opening ceremonies, inaugurations, etc.*).

Respectfully submitted to the General Meeting of Shareholders for approval.

Sincerely!

**O.B.H. THE BOARD OF DIRECTORS
CHAIRMAN**

(signed)

Recipients:

- As above;
- Information disclosure, Stock Exchanges, State Securities Commission;
- Archived by: Document department, BOD's Office.

VINH, DO QUANG (Mr.)

