



**CÔNG TY CP ỚNG THÉP VIỆT ĐỨC VG PIPE**  
Đẳng Cấp Châu Âu | ISO 9001: 2015 | ISO 14001: 2015

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## **INVITATION LETTER**

# **ANNUAL GENERAL MEETING OF SHAREHOLDERS IN 2025**





Vinh Phuc, March , 2025

INVITATION LETTER

ANNUAL GENERAL MEETING OF SHAREHOLDERS IN 2025

To: Shareholder : .....
Shareholder code : .....
Address : .....
Telephone : .....
Number of shares : .....shares

The Board of Directors of Vietnam Germany Steel Pipe Joint Stock Company respectfully invites you to attend the Annual General Meeting of Shareholders in 2025, specifically as follows:

- 1. Time: From 8h00 on April 05, 2025.
2. Location: Event Center - Vietnam Germany Steel Pipe Joint Stock Company - Binh Xuyen Industrial Park, Binh Xuyen District, Vinh Phuc Province.
3. Participants: All shareholders owning VGS shares according to the shareholder list closed on March 10, 2025 or those authorized to attend the General Meeting.
4. Content of the General Meeting:
- Approval of the Income Statement for 2024; Plan of the Board of General Directors for 2025; Report of the BOD; Report of the Board of Supervisors.
- Approval of the 2024 financial settlement report.
- Approval of the profit distribution and fund provision plan for 2024 and the plan for 2025;
- Approval of the finalization of remuneration for the BOD and the BOS in 2024, as well as the remuneration plan for the BOD and the BOS for 2025
- Approval of the dividend distribution plan for 2024.
- Approval of the share issuance plan for dividend payment in 2024
- Approval of amendments and supplements to the Company's Charter
- Approval of the dismissal and additional election of the list of members of the Board of Directors for the 2022-2026 term
- Approval of investment capital for the Project and some matters related to the Viet Duc Legend City Urban Area Project
- Approval of authorization for the BOD to mortgage assets and approve contracts and transactions under the authority of the General Meeting of Shareholders.
- Approval of the selection of the auditing unit for the financial statements of 2024.
- Approval of the Issuance of the Supervisory Board's Operational Regulations.
And other issues under the authority of the General Meeting of Shareholders
5. Meeting documents: To protect the environment, all documents of the Annual General Meeting of Shareholders in 2025 will be posted by the Company on the website: vgpipe.com.vn.
6. For any questions, please contact the following

6.1 Mr.: Nguyen Huu The Position: General Director
Tel: 02113. 887 863 Fax: 02113 888 562
Email: thenguyen@thepvietduc.com.vn

6.2 Ms. Nguyen Thi Thuy Position: Head of Accounting Department.
Tel: 02113.887863 Fax: 02113 888 562
Email: thuyvgs@thepvietduc.com.vn

Yours sincerely!



ON BEHALF OF THE BOARD OF DIRECTORS

CHỦ TỊCH HỘI ĐỒNG QUẢN TRỊ
Lê Minh Hải



**Note:**

- You will be responsible for all travel and accommodation expenses during the General Meeting.
- You are requested to bring your ID Card/Citizen ID Card/Passport to the General Meeting.
- Confirmation of attendance at the General Meeting: In order to organize the General Meeting properly, you are requested to directly confirm your attendance at the General Meeting or authorize another person to attend the General Meeting (according to the attached form) and send it to the Organizing Committee, Email: [thenguyen@thepvietduc.com.vn](mailto:thenguyen@thepvietduc.com.vn) or [thuyvgs@thepvietduc.com.vn](mailto:thuyvgs@thepvietduc.com.vn) before **March 30, 2025**.





**CONFIRMATION OF ATTENDANCE/PROXY AUTHORIZATION  
FOR THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**  
*(for individual shareholders)*

**To: The Organizing Committee of the General Meeting of Shareholders  
Vietnam Germany Steel Pipe Joint Stock Company**

Shareholder's name : .....  
Shareholder code : .....  
ID card/Citizen Identity Card/Passport No. : .....  
Total number of shares owned (as of March 10, : ..... shares  
2025)

Based on the Invitation to the 2025 Annual General Meeting of Shareholders to be held on April 05, 2025, of Vietnam Germany Steel Pipe Joint Stock Company (Stock code VGS), I/we confirm:

- Directly attending the 2025 Annual General Meeting of Shareholders**
- Authorizing Mr. Nguyen Huu The - BOD Member/General Director of the Company.**  
Citizen Identity Card No.: 001070004175; date of issue: June 24, 2021; issued by: Director of the Police Department for Administrative Management of Social Order .
- Authorizing another person:** .....  
ID card/Citizen Identity Card/Passport No.:..... date of issue: ..... Place of issue: .....

To represent me at the Annual General Meeting of Shareholders held on April 05, 2025, and to fully exercise the rights and obligations of shareholders at the 2025 Annual General Meeting of Shareholders.

The proxy holder is not permitted to authorize a third party. The authorizing party takes full responsibility for this authorization and the actions/opinions/votes of the proxy holder at the General Meeting and commits to strictly comply with the current provisions of the Law and the Company's Charter.

This authorization is effective from the date of signing until the end of the 2025 Annual General Meeting of Shareholders.

**PROXY HOLDER**  
*(Signature, full name)*

....., ..... 2025  
**AUTHORIZING PERSON**  
*(Signature, full name, stamp if a legal entity shareholder)*

- ❖ **Notes for attending the General Meeting of Shareholders:**
  - *Fill in all information of the shareholder and the authorized person.*
  - *Attendees should bring ID card/Citizen Identity Card/Passport, proxy letter (original in case of being authorized)*



**CONFIRMATION OF ATTENDANCE/PROXY AUTHORIZATION  
FOR THE 2025 ANNUAL GENERAL MEETING OF SHAREHOLDERS**  
*(for organization shareholders)*

**To: The Organizing Committee of the General Meeting of Shareholders  
Vietnam Germany Steel Pipe Joint Stock Company**

**I. AUTHORIZING PARTY (Organization name): .....**

Legal representative: .....

Position: .....

Currently owning ..... shares of Vietnam Germany Steel Pipe Joint Stock Company VGPIPE as of March 10, 2025.

(In words: ..... shares)

**II. AUTHORIZED PARTY: Mr./ (Ms.): .....**

ID card/Citizen Identity Card/Passport No.: ..... date of issue: ..... Place of issue: .....

Number of shares authorized: ..... shares.

(In words: ..... shares)

Or authorizing all shares to one of the following persons (who have agreed to accept the authorization).

**Authorizing Mr. Nguyen Huu The - BOD Member/General Director of the Company.**

Citizen Identity Card No.: 001070004175; date of issue: June 24, 2021; issued by: Director of the Police Department for Administrative Management of Social Order.

**III. AUTHORIZATION CONTENT**

- The authorized party represents the authorizing party to participate in the 2025 Annual General Meeting of Shareholders of Vietnam Germany Steel Pipe Joint Stock Company VGPIPE and exercise all rights and obligations of shareholders at the General Meeting of Shareholders related to the authorized shares in accordance with the Law.
- Both parties take full responsibility for this authorization, commit to strictly comply with current legal regulations and the Charter of Vietnam Germany Steel Pipe Joint Stock Company VGPIPE.
- This authorization is effective from the date of signing until the end of the 2025 Annual General Meeting of Shareholders. The authorized person may not authorize another person.

....., ....., 2025

**PROXY HOLDER**  
*(Signature, full name)*

**AUTHORIZING PERSON**  
*(Signature, full name, stamp)*

❖ **Note for attending the General Meeting of Shareholders:**

- *For organization shareholders, the Proxy Authorization must be signed by the legal representative of the Company.*