

ELECTION REGULATIONS
FOR MEMBERS OF
THE BOARD OF DIRECTORS / SUPERVISORY BOARD
Annual General Meeting of Shareholders 2025

These Regulations were approved by the General Meeting of Shareholders (GMS) of PetroVietnam Ca Mau Fertilizer Joint Stock Company (PVCFC) as the basis for electing members of the Board of Directors (BOD) and members of the Supervisory Board (SB) at the 2025 Annual General Meeting of Shareholders, with the following provisions:

1. Principles and Voting Rights at the General Meeting of Shareholders

1.1. Principles

The election of Board of Directors and Supervisory Board members shall adhere to the following principles:

- Compliance with current laws on enterprises and securities of Vietnam;
- Compliance with the current Charter of the Company;
- Ensuring transparency, fairness, and the legitimate interests of shareholders.

1.2. Voting Rights

Shareholders eligible to vote at the General Meeting of Shareholders are those who have voting rights or who are authorized by shareholders with voting rights to attend the meeting (*according to the list of shareholders provided by the Vietnam Securities Depository and Clearing Corporation as of the final registration date of May 8th, 2025*) and are present at the General Meeting of Shareholders.

2. Number, Conditions, and Qualifications of Members of the Board of Directors

2.1. Number of Members of the Board of Directors

- The Company's Board of Directors currently has 07 members. By the 2025 Annual General Meeting of Shareholders, 01 member will have completed their term, and 01 independent member has submitted a resignation.
- To ensure the number of Board members complies with regulations, at the 2025 Annual General Meeting of Shareholders, shareholders of the Company shall vote to dismiss 01 independent Board of Directors member and elect 01 Board of Directors member and 01 independent Board of Directors member, with each term of office lasting 05 years from 2025 to 2030 (until the 2030 Annual General Meeting of Shareholders at the latest).

2.2. Nomination and Candidacy Conditions

Individuals who are self-nominated or nominated to be elected to the Board of Directors must meet the standards and conditions for Board membership as well as the following nomination/candidacy criteria:

- A self-nominated candidate who is an individual shareholder must hold at least 10% of the total common shares of the Company at the record date for the list of shareholders eligible to attend the General Meeting of Shareholders. Any other nominated candidate must be nominated by shareholders or a group of shareholders holding at least 10% of the total shares of the Company at the record date for the list of shareholders eligible to attend the General Meeting of Shareholders.

- Members of the Board of Directors must meet the conditions specified in Clause 1, Article 155 of the prevailing Law on Enterprises;

- Self-nominated or nominated individuals (hereinafter collectively referred to as “candidates”) must submit a valid nomination dossier on time.

2.3.2. Compilation of the List of Candidates for the Board of Directors

- Upon the closing of the nomination application submission period as announced, the incumbent Board of Directors shall compile the list of candidates who meet all eligibility criteria to be disclosed to shareholders in accordance with regulations.

- In case the number of candidates nominated and self-nominated for the Board of Directors is still less than the required number, the incumbent Board of Directors may nominate additional candidates based on the following conditions:

- + The nominated candidate must fully satisfy all criteria and conditions applicable to members of the Board of Directors.

- + The nominated candidate must submit a complete nomination dossier.

- The list of eligible candidates must be submitted for approval at the General Meeting of Shareholders before proceeding with the election. Approval of the candidate list shall be conducted by electronic voting.

3. Number, Conditions, and Qualifications of Members of the Supervisory Board

3.1. Number of Members of the Supervisory Board

- The number of members of the Supervisory Board as stipulated in the Company’s Charter is 03 members. By the 2025 Annual General Meeting of Shareholders, 01 member will end her term on the date of the 2025 Annual General Meeting of Shareholders (no later than June 25th, 2025).

- To ensure the number of members of the Supervisory Board in accordance with regulations, at the 2025 Annual General Meeting of Shareholders, the shareholders shall elect 01 Supervisory Board member with a term of up to 05 years from 2025–2030 (no later than the 2030 Annual General Meeting of Shareholders)

3.2. Eligibility and criteria for members of the Supervisory Board

- Must satisfy the standards prescribed in Article 169 of the current Law on Enterprises.

- Must have full legal and civil capacity and must not fall within the categories prohibited from establishing and managing enterprises under the provisions of the Law on Enterprises;

- Must not hold managerial positions within the Company;

- Members of the Supervisory Board are not required to be shareholders or employees of the Company.

3.3. Nomination and candidacy for the Supervisory Board, number and compilation of the list of candidates for the Supervisory Board

3.3.1. Conditions for self-nomination or nomination as a candidate for the Supervisory Board

- Individuals who self-nominate or are nominated as candidates for the Supervisory Board must satisfy the eligibility criteria and conditions for membership in the Supervisory Board, and must meet the following conditions:

- A self-nominated candidate who is an individual shareholder must hold at least 10% of the total number of ordinary shares of the Company at the time of the final registration date for shareholders eligible to attend the General Meeting of Shareholders. Other nominated candidates must be nominated by a shareholder/group of shareholders holding at least 10% of the Company's total shares as of the final registration date for shareholders eligible to attend the General Meeting of Shareholders.

- The self-nominated or nominated person (hereinafter collectively referred to as "candidate") must submit a valid and timely nomination application.

3.3.2. Compilation of the list of Supervisory Board candidates

- Upon the closing of the submission deadline for candidacy documents as previously announced, the Board of Directors shall compile a list of eligible candidates to be disclosed to shareholders in accordance with regulations..

- In the event that the number of nominated and self-nominated candidates for the Supervisory Board is fewer than one (01), the incumbent Board of Directors may nominate additional candidates under the following conditions:

- + The nominated candidate must fully meet the criteria and conditions for becoming a member of the Supervisory Board.

- + The nominated candidate must have submitted complete and valid nomination documents.

- The list of eligible candidates must be submitted to the General Meeting of Shareholders for approval prior to the voting process. Voting on the list of candidates shall be conducted via electronic ballot.

4. Application dossier and submission deadline for nomination/self-nomination to the Board of Directors and Supervisory Board

4.1. The application dossier for nomination/self-nomination to the Board of Directors or the Supervisory Board includes:

- The application letter for participating in the Board of Directors or the Supervisory Board, clearly stating the commitment of the candidate to fulfill the duties of a member of the Board of Directors or the Supervisory Board in an honest manner if elected (using the attached template);

- Application letter for participation in the Board of Directors or the Supervisory Board, including the candidate's commitment content; curriculum vitae of the candidate (using the attached template);

- Shareholding confirmation showing the number of shares owned by the shareholder (in case of self-nomination) or the shareholder/group of shareholders (in case of nomination), issued by the securities company where the shareholder's account is opened, or a document of equivalent validity issued by the Vietnam Securities Depository (up to May 8th, 2025 – the record date for the purpose of the 2025 Annual General Meeting of Shareholders);

- Minutes of the nominating group + List of nominating shareholders (in case the candidate is nominated by a group of shareholders);

- Certified copies of Citizen Identity Card/Passport, and diplomas or certificates of professional qualifications.

4.2. Deadline for Submission of Nomination/Application Dossiers for the Board of Directors and Supervisory Board

The Company has publicly announced the information regarding the nomination/application for members of the Board of Directors and the Supervisory Board on the Company's communication channels. Accordingly, nomination/application dossiers may be submitted directly or sent by registered mail to the Company's head office no later than 17:00 on June 6th, 2025 (10 days before the opening date of the General Meeting of Shareholders).

Shareholders may also submit nomination/application dossiers before the General Meeting or make nominations during the meeting.

Only nomination/application dossiers that meet all eligibility and nomination conditions, and candidates who satisfy the conditions applicable to members of the Board of Directors and the Supervisory Board, shall be included in the list of candidates to be voted on at the General Meeting of Shareholders.

4. Voting Method

The election of members to the Board of Directors and the Supervisory Board shall be conducted by ballot, specifically as follows:

- Each shareholder or authorized representative attending the meeting shall have a total number of voting rights equivalent to the total number of shares with voting rights (including directly owned and authorized shares), multiplied by the number of members to be elected to the Board of Directors or Supervisory Board;

- Shareholders or authorized representatives attending the meeting may cast all their votes for one candidate or allocate their votes among multiple candidates as they choose. However, each shareholder or authorized representative may only vote for a maximum of two (02) candidates for the Board of Directors (including independent candidates) and one (01) candidate for the Supervisory Board among the list of nominated candidates.

5. Voting Procedure

- Shareholders attending the meeting shall cast their votes by accessing the system using the Account and Password provided by the Organizing Committee at the time of registration for the meeting.

- When shareholders cast their votes, the number of votes each candidate receives shall be recorded on the system according to the number of votes shareholders have

directly entered for the candidate(s), or equally divided among the candidate(s) the shareholders have selected in the cumulative voting process.

- At the time voting ends, the Company's electronic voting system shall immediately record the election results.

6. Ballot Counting Committee

a. The Ballot Counting Committee shall be nominated by the Chairperson of the General Meeting of Shareholders and approved by the General Meeting of Shareholders. Members of the Ballot Counting Committee shall not be persons whose names are on the list of nominees and/or candidates for the Board of Directors or the Supervisory Board.

b. The Ballot Counting Committee shall have the following main responsibilities:

- Provide a summary of the voting regulations;
- Inspect and supervise the ballot casting process of shareholders and shareholder representatives;
- Organize the ballot counting;
- Prepare the minutes of ballot counting and announce the results before the General Meeting of Shareholders;
- Submit the minutes and voting results to the Chairperson;

c. The Ballot Counting Committee must ensure the integrity of the voting and counting process and shall be liable for any violations. After the vote counting, the Ballot Counting Committee must prepare the minutes of vote counting and publicly announce the results before the General Meeting of Shareholders.

7. Principles for determining the election results of members of the Board of Directors and the Supervisory Board.

- The elected candidates to the Board of Directors or the Supervisory Board shall be those who receive the highest number of votes in descending order, starting from the candidate with the highest number of votes until the required number of members as prescribed in this Regulation is fulfilled. These candidates must receive more than 50% of the total number of voting shares of all shareholders and authorized representatives attending the meeting

Formula: $\text{Vote rate} = (\text{Total number of votes received by the candidate} / \text{Total number of voting shares at the meeting}) \times 100\%$.

- In case two or more candidates have the same number of votes and this leads to the number of elected candidates exceeding the required number, a re-election shall be conducted among the candidates with the same number of votes.

8. Settlement of complaints related to election and vote counting

- In case shareholders file complaints or request to recheck the election results, the incumbent Supervisory Board shall directly conduct the rechecking. If any mistake, intentional misconduct, or fraud is found in the vote counting process, the Vote Counting Committee shall bear full responsibility.

- The response and settlement of complaints related to the election and vote counting shall be carried out by the Chairperson of the General Meeting of Shareholders and recorded in the Minutes of the General Meeting of Shareholders.

9. Effectiveness

This Regulation shall take effect after being approved by the General Meeting of Shareholders of the Company. The Organizing Committee and relevant departments of the Company shall be responsible for implementing all matters related to this Regulation./.