

PROPOSED AGENDA
2018 ANNUAL GENERAL MEETING OF SHAREHOLDERS
VINCOM RETAIL JOINT STOCK COMPANY

Time: 08:30AM Thursday – 07 June 2018

**Venue: Almaz Convention Center, Hoa Lan Street, Vinhomes Riverside Ecological Area,
Phuc Loi Ward, Long Bien District, Hanoi, Vietnam**

Time	Content	Chaired by
08:30 – 09:00	Shareholder registration & distribution of meeting materials	Organizing Committee
09:00 – 09:05	Shareholder Attendance Report	Head of Shareholder Eligibility Verification Committee
09:05 – 09:10	Introduction of the Annual General Meeting of Shareholders (“AGM”) Chairperson and Presiding Committee	MC
09:10 – 09:15	Opening ceremony, nomination of AGM Secretary and Election of Vote Counting Committee	Presiding Committee
09h15 – 09h20	Regulations on the organization and operation of annual and extraordinary general meetings of shareholders	Presiding Committee
09:20 – 09:40	1. Approval of agenda by the AGM	Presiding Committee
	2. Approval of the proposal to elect members of the Board of Directors (“BoD”) for the 2018 – 2023 term and the election regulations	Presiding Committee
	3. Guideline on the election of the BoD and conduct of voting	Presiding Committee
	4. Vote counting	Vote Counting Committee
09:40 – 10:10	Presentation of reports and proposals:	
	1. Report of the BoD	Presiding Committee
	2. Report of Management on 2017 business performance and 2018 business plan	Chief Executive Officer
	3. Report of the Supervisory Board on business results of the Company, and activities of the BoD and Management in 2017	Head of the Supervisory Board
	4. 2017 Audited Financial Statements	Chief Financial Officer
	5. Proposal of the BoD regarding the Appropriation Plan	Presiding Committee
	6. Proposal regarding change of business lines	Presiding Committee
	7. Proposal regarding amendments and supplements to the Charter	Presiding Committee
8. Proposal regarding selection of auditor to conduct auditing for the 2018 fiscal year	Presiding Committee	
10:10 – 10:30	Q&A session	Presiding Committee
10:30 – 11:00	Voting execution	Vote Counting Committee
	Vote counting	Vote Counting Committee
	Break	Presiding Committee
11:00 – 11:15	Announcement of the BoD election results	Vote Counting Committee
	Announcement of voting results	Vote Counting Committee
11:15 – 11:30	Election of the Chairperson of the BoD (by the newly elected BoD)	MC
	Approval of Shareholder Meeting Minutes and Closing Ceremony	Presiding Committee

Note: Further amendments and supplements to this document may be proposed for approval at the AGM.