

PROPOSED AGENDA
2021 ANNUAL GENERAL MEETING OF SHAREHOLDERS
VINCOM RETAIL JOINT STOCK COMPANY

Time: 09:00 AM - Wednesday, 23 June 2021

Venue:

1. *Company's Head Office, No. 7 Bang Lang 1 Street, Vinhomes Riverside Ecological Urban Area, Viet Hung Ward, Long Bien District, Hanoi, Vietnam (Main venue).*
2. *Almaz Convention Center, Hoa Lan Street, Vinhomes Riverside Ecological Urban Area, Phuc Loi Ward, Long Bien District, Hanoi, Vietnam.*
3. *Symphony Office Building, Chu Huy Man Street, Vinhomes Riverside Ecological Urban 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 Secretaries and Election of Vote Counting Committee	Presiding Committee
09:15 – 09:20	Approval of regulations on the organization and operation of annual and extraordinary General Meetings of Shareholders	Presiding Committee
09:20 – 09:40	1. Approval of the meeting agenda	Presiding Committee
	2. Approval of the Proposal of the Board of Directors (the “BOD”) on the step down of member and election of a new BOD’s member for the term 2018 – 2023 and the Election regulations	Presiding Committee
	3. Guidelines on BOD election and execution	Presiding Committee
09:40 – 10:30	Presentation of reports and proposals:	
	1. Report of the BOD.	Presiding Committee
	2. Proposal of the BOD on 2020 business performance and 2021 business plan.	Presiding Committee
	3. Proposal of the BOD on 2020 financial performance	Presiding Committee
	4. Report of the Supervisory Board	Head of the Supervisory Board
	5. Proposals regarding: <ul style="list-style-type: none"> - Appropriation plan for the 2020 cumulative undistributed earnings; - Remuneration for members of the BOD and the Supervisory Board; - List of independent audit companies; - Amendment and supplement of the Company’s Charter; 	Presiding Committee

	<ul style="list-style-type: none"> - Regulations on Corporate governance of the Company; - Regulations on operation of the BOD; - Regulations on operation of the Supervisory Board. 	
10:30 – 10:50	Discussion	Presiding Committee
10:50 – 11:20	Voting execution	Vote Counting Committee
	Vote counting	Vote Counting Committee
	Break	Presiding Committee
11:20 – 11:30	Announcement of voting results and election results for additional members of the BOD	Vote Counting Committee
11:30 – 11:35	Approval of the AGM’s Meeting Minutes and Closing Ceremony	Presiding Committee

Note:

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