

No.: .../TB-HĐQT-SVC
Ho Chi Minh City,, 2025

NOTICE

Regarding the Nomination and Self-Nomination of Candidates for the Board of Directors and the Supervisory Board For the 5th Term (2025–2030)

Pursuant to:

- The Law on Enterprises No. 59/2020/QH14 dated June 17, 2020, and its guiding documents;
- The Law on Securities No. 54/2019/QH14 dated November 26, 2019, and its guiding documents;
- The Charter of Saigon General Service Corporation (SAVICO), amended and supplemented for the 13th time on April 11, 2024;
- The list of shareholders as of the record date (March 31, 2025), provided by the Vietnam Securities Depository and Clearing Corporation (VSDC);

The Board of Directors (BOD) of SAVICO respectfully announces to all shareholders the procedures for nominating/self-nominating candidates for the Board of Directors and the Supervisory Board for the 5th term (2025–2030) as follows:

1. Number of Members for BOD and Supervisory Board:

The number of members to be elected will be approved by the General Meeting of Shareholders (GMS) in accordance with applicable laws and based on SAVICO's development needs, for the term from the date of election until the end of the 2025–2030 term.

2. Qualifications and Conditions for Candidates:

Board of Directors (BOD):

Candidates must:

- Have full legal capacity and not be prohibited from managing an enterprise under the law;
- Be individual shareholders holding at least 5% of the Company's ordinary shares, or possess expertise, qualifications, and experience relevant to the Company's core business, or be nominated by shareholders/groups holding at least 5% of the voting shares.

Independent BOD Members must additionally:

- Not be employees of the Company or its parent/subsidiaries, nor have been so within the past 3 years;
- Not receive salaries/remuneration from the Company (excluding authorized allowances);
- Not be related to major shareholders or company executives;
- Not directly/indirectly own 1% or more of the voting shares;

- Not have been BOD/Supervisory Board members in the past 5 years, unless continuously serving for two consecutive terms.
- ❖ **Kindly note:** During the nomination and self-nomination process, shareholders are requested to comply with the regulations on the number of independent members of the Board of Directors in accordance with Clause 4, Article 276 of Decree No. 155/2020/NĐ-CP

Supervisory Board Members must:

- Have full legal capacity and not be prohibited from managing a business under the Enterprise Law;
- Have qualifications in economics, finance, accounting, auditing, law, or relevant fields;
- Not be related to BOD members, the CEO, or other executives;
- Not be involved in accounting/finance operations or employed by the audit firm auditing the Company in the past 3 years.

3. Conditions for Nomination/Self-Nomination:

For BOD Candidates:

- Shareholders owning $\geq 5\%$ of voting shares may nominate/self-nominate.
- Shareholders owning $< 5\%$ may pool votes to meet the threshold.

Nomination Limits Based on Ownership:

- 5%–<10%: 1 candidate
- 10%–<30%: 2 candidates
- 30%–<40%: 3 candidates
- 40%–<50%: 4 candidates
- $\geq 50\%$: 5 candidates

For Supervisory Board Candidates:

Same conditions and limits apply as above.

4. Voting Method:

Elections will be conducted via cumulative voting. Each shareholder has votes equal to the number of shares owned multiplied by the number of positions to be elected. Shareholders may cast all votes for one or multiple candidates. Candidates with the highest number of votes will be elected until all positions are filled.

5. Application Documents:

Shareholders/groups must submit:

- Candidate Nomination/Self-Nomination Form (available on the Company website);
- Shareholder Group Meeting Minutes (if applicable);

- Candidate Curriculum Vitae (template on website);
 - Valid notarized copies of the candidate's ID/Passport.
6. **Application Review:**
The BOD will review submissions from eligible shareholders and compile a list of qualified candidates for the election.
7. **Submission Deadline:**
Please submit completed application documents before 4:00 PM, May 10, 2025, to:
Mr. Huynh Van Truong – Corporate Governance Officer
Saigon General Service Corporation
220 Bis Nguyen Huu Canh Street, Ward 22, Binh Thanh District, Ho Chi Minh City
Tel: 0967 813 919 | Email: ir@savico.vn
Website: www.savico.vn

Sincerely,

**ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN**

Ngo Duc Vu