

Hanoi, November 5, 2024

## **BALLOT COUNTING MINUTES**

*(Collecting shareholders' opinions in writing to approve matters within the authority of the  
General Meeting of Shareholders)*

**Company Name** : **SOUTHEAST ASIA COMMERCIAL JOINT STOCK  
BANK ("SEABANK")**

**Business Registration  
Number** : 0200253985

**Establishment and  
Operation License  
Number** : 0051/NH-GP issued by the State Bank of Vietnam on March 25,  
1994, and Decision No. 2378/QĐ-NHNN on October 30, 2024,  
regarding the amendment of charter capital in the Operation  
License of Southeast Asia Commercial Joint Stock Bank.

**Head Office** : 198 Tran Quang Khai, Ly Thai To Ward, Hoan Kiem District,  
Hanoi City

**Phone Number** : 024 3944 8688                      Fax: 024 3944 8688

Today, at 4:30 PM on November 5, 2024, the Board of Directors ("BOD") of SeABank conducted the ballot counting for collecting shareholders' opinions ("Ballot") in accordance with the Notice of Written Shareholder Consultation No. 925/2024/TB-SeABank dated October 24, 2024, with the following detailed content:

### **I. PURPOSE AND CONTENT/ISSUES FOR SHAREHOLDER CONSULTATION IN WRITING:**

**1. Purpose:** The Board of Directors ("BOD") of SeABank is seeking shareholder approval through written consultation to amend and supplement the Bank's Charter, Internal Governance Regulations, Regulations on the Organization and Operation of the BOD, and Regulations on the Organization and Operation of the Supervisory Board to comply with the 2024 Law on Credit Institutions and its implementing guidelines.

#### **2. Content of Shareholder Consultation:**

**2.1 Content 01:** Approval of the amendments and supplements to the Charter on the organization and operation of the Bank as per the attached Draft and Appendix to organize the collection of written opinions from the General Meeting of Shareholders as required. The Chairman of the Board of Directors (BOD) or the Standing Vice Chairman is authorized to continue reviewing the content of the Charter, deciding on amendments, supplements, and issuance of the Charter in accordance with the Law on Credit Institutions (LCI) 2024 and its guiding documents, while also updating content based on good corporate governance practices both domestically and internationally (if deemed necessary).

Specifically, the provision on charter capital stipulated in Clause 1, Article 22 of the Charter will be adjusted by the BOD in accordance with and based on the content of the decision amending the operating license on charter capital by the State Bank of Vietnam.

**2.2 Content 02:** Approval of the amendments and supplements to the Internal Regulations on Bank Governance as per the attached Draft and Appendix to organize the collection of written opinions from the General Meeting of Shareholders as required. The Chairman of

the BOD or the Standing Vice Chairman is authorized to continue reviewing the content of the Regulations, deciding on amendments, supplements, and issuance of the Regulations in accordance with the LCI 2024 and its guiding documents, while also updating content based on good corporate governance practices both domestically and internationally (if deemed necessary).

**2.3 Content 03:** Approval of the amendments and supplements to the Regulations on the organization and operation of the BOD as per the attached Draft and Appendix to organize the collection of written opinions from the General Meeting of Shareholders as required. The Chairman of the BOD or the Standing Vice Chairman is authorized to continue reviewing the content of the Regulations, deciding on amendments, supplements, and issuance of the Regulations in accordance with the LCI 2024 and its guiding documents, while also updating content based on good corporate governance practices both domestically and internationally (if deemed necessary).

**2.4 Content 04:** Approve the amendments and supplements to the Regulations on the Organization and Operation of the Supervisory Board as per the attached Draft. Assign and authorize the Supervisory Board to (i) decide on the issuance of the Regulations, and (ii) continue reviewing the contents of the Charter to amend, supplement, and adjust in accordance with the 2024 Law on Credit Institutions and its implementing guidelines, updating content in line with best practices in corporate governance both domestically and internationally (if deemed necessary).

**2.5 Content 05:** The General Meeting of Shareholders hereby delegates and authorizes the Board of Directors (and allows the Board of Directors to further delegate and authorize) to decide on and execute all tasks, actions, sign documents and other materials, along with any amendments or additions deemed necessary by the Board to ensure the effectiveness of the above resolutions and to address arising matters within the Board's authority. The resolutions approved at this meeting shall take effect from the date of approval until the Board issues a new resolution replacing them or until the aforementioned tasks are completed.

## **II. BALLOT COUNTING ORGANIZATION:**

1. Chairman of the Ballot Counting Committee: Mr. Le Van Tan – Chairman of the Board of Directors.
2. Ballot Supervisors:
  - a. Ms. Vu Thi Ngoc Quynh : Head of the Supervisory Board
  - b. Ms. Vu Thu Thuy : Member of the Supervisory Board
  - c. Mr. Nguyen Thanh Luan : Member of the Supervisory Board
3. Ballot Counters:
  - a. Mr. Vu Quoc Tuan – Deputy Director in charge of the BODO.
  - b. Ms. Dao Minh Nguyet – Deputy Director of the BODO.
  - c. Ms. Hoang Tuyet Mai – Head of Corporate Secretariat of the BODO.

## **III. BALLOT COUNTING RESULTS**

### **1. Voting Method:**

Shareholders submitted their Ballots via postal mail or through the email address: [bieuquyetSSB@seabank.com.vn](mailto:bieuquyetSSB@seabank.com.vn).

### **2. Voting Results:**

- a. The total number of Ballots issued was 9,024 Ballots, corresponding to 2,835,000,000 voting shares, representing 100% of SeABank's total voting shares in circulation, according to the shareholder list provided by VSDC on the final registration date of October 14, 2024:

No.	Content	Number of Votes	Percentage/Total Voting Shares
1.	Total valid votes received	2.738.205.613	96,586%
2.	Total invalid votes received	0	0
3.	Votes not participating in the ballot	96.794.387	3,414%
	<i>Total</i>	<b>2.835.000.000</b>	<b>100%</b>

- b. Results by Consultation Content:

No.	Content	Number of Votes (Ballots)	Percentage of Total Voting Shares
A.	Total ballots issued::	<b>2.835.000.000</b>	<b>100%</b>
B.	Total valid ballots returned and counted:	2.738.205.613	96,586%
	<i>Including:</i>		
<b>1.</b>	<b>Content No. 01:</b>		
1.1	Total invalid ballots:	0	0%
1.2	Total valid ballots:	2.738.205.613	96,586%
	<b>- Total votes in favor</b>	<b>2.738.205.613</b>	<b>96,586%</b>
	- Total votes against	0	0%
	- Total abstentions	0	0%
1.3	Total ballots not participating in the vote:	96.794.387	3,414%
<b>2.</b>	<b>Content No. 02:</b>		
2.1	Total invalid ballots:	0	0%
2.2	Total valid ballots:	2.738.205.613	96,586%
	<b>- Total votes in favor</b>	<b>2.738.205.613</b>	<b>96,586%</b>
	- Total votes against	0	0%
	- Total abstentions	0	0%
2.3	Total ballots not participating in the vote:	96.794.387	3,414%
<b>3.</b>	<b>Content No. 03:</b>		
3.1	Total invalid ballots:	0	0%
3.2	Total valid ballots:	2.738.205.613	96,586%

No.	Content	Number of Votes (Ballots)	Percentage of Total Voting Shares
	<b>- Total votes in favor</b>	<b>2.738.205.613</b>	<b>96,586%</b>
	- Total votes against	0	0%
	- Total abstentions	0	0%
3.3	Total ballots not participating in the vote:	96.794.387	3,414%
4.	<b>Content No. 04:</b>		
4.1	Total invalid ballots:	0	0%
4.2	Total valid ballots:	2.738.205.613	96,586%
	<b>- Total votes in favor</b>	<b>2.738.205.613</b>	<b>96,586%</b>
	- Total votes against	0	0%
	- Total abstentions	0	0%
4.3	Total ballots not participating in the vote:	96.794.387	3,414%
5.	<b>Content No. 05:</b>		
5.1	Total invalid ballots:	0	0%
5.2	Total valid ballots:	2.738.205.613	96,586%
	<b>- Total votes in favor</b>	<b>2.738.205.613</b>	<b>96,586%</b>
	- Total votes against	0	0%
	- Total abstentions	0	0%
5.3	Total ballots not participating in the vote:	96.794.387	3,414%

#### IV. RESOLUTION APPROVED:

Căn cứ quy định của Luật Doanh nghiệp, Luật các TCTD năm 2024, Điều lệ của SeaBank và kết quả biểu quyết của cổ đông nêu trên, Đại hội đồng cổ đông SeABank đã thông qua các nghị quyết sau:

1. Approval of the amendments and supplements to the Charter on the organization and operation of the Bank as per the attached Draft and Appendix to organize the collection of written opinions from the General Meeting of Shareholders as required. The Chairman of the Board of Directors (BOD) or the Standing Vice Chairman is authorized to continue reviewing the content of the Charter, deciding on amendments, supplements, and issuance of the Charter in accordance with the Law on Credit Institutions (LCI) 2024 and its guiding documents, while also updating content based on good corporate governance practices both domestically and internationally (if deemed necessary).

Specifically, the provision on charter capital stipulated in Clause 1, Article 22 of the Charter will be adjusted by the BOD in accordance with and based on the content of the decision amending the operating license on charter capital by the State Bank of Vietnam.

2. Approval of the amendments and supplements to the Internal Regulations on Bank Governance as per the attached Draft and Appendix to organize the collection of written opinions from the General Meeting of Shareholders as required. The Chairman of the BOD or the Standing Vice Chairman is authorized to continue reviewing the content of

the Regulations, deciding on amendments, supplements, and issuance of the Regulations in accordance with the LCI 2024 and its guiding documents, while also updating content based on good corporate governance practices both domestically and internationally (if deemed necessary).

3. Approval of the amendments and supplements to the Regulations on the organization and operation of the BOD as per the attached Draft and Appendix to organize the collection of written opinions from the General Meeting of Shareholders as required. The Chairman of the BOD or the Standing Vice Chairman is authorized to continue reviewing the content of the Regulations, deciding on amendments, supplements, and issuance of the Regulations in accordance with the LCI 2024 and its guiding documents, while also updating content based on good corporate governance practices both domestically and internationally (if deemed necessary).
4. Approve the amendments and supplements to the Regulations on the Organization and Operation of the Supervisory Board as per the attached Draft. Assign and authorize the Supervisory Board to (i) decide on the issuance of the Regulations, and (ii) continue reviewing the contents of the Charter to amend, supplement, and adjust in accordance with the 2024 Law on Credit Institutions and its implementing guidelines, updating content in line with best practices in corporate governance both domestically and internationally (if deemed necessary).
5. The General Meeting of Shareholders hereby delegates and authorizes the Board of Directors (and allows the Board of Directors to further delegate and authorize) to decide on and execute all tasks, actions, sign documents and other materials, along with any amendments or additions deemed necessary by the Board to ensure the effectiveness of the above resolutions and to address arising matters within the Board's authority. The resolutions approved at this meeting shall take effect from the date of approval until the Board issues a new resolution replacing them or until the aforementioned tasks are completed.

The shareholder voting ballot counting and the preparation of the Ballot Counting Minutes concluded at 5:30 PM on November 5, 2024. The Ballot Counting Minutes were agreed upon by all members involved in organizing, conducting, and supervising the ballot counting. The minutes were prepared in three copies, each holding equal legal validity./.

**CHAIRMAN OF THE BOARD OF DIRECTORS  
LEGAL REPRESENTATIVE**

*(signed)*

**Le Van Tan**

**BALLOT SUPERVISORS**

**Member of  
the Supervisory Board**

*(signed)*

**Vũ Thu Thuy**

**Head of  
the Supervisory Board**

*(signed)*

**Vũ Thi Ngọc Quynh**

**Member of  
the Supervisory Board**

*(signed)*

**Nguyen Thanh Luan**

**BALLOT COUNTERS**

**Deputy Director in charge of  
the BODO**

*(signed)*

**Vu Quoc Tuan**

**Deputy Director of the  
BODO**

*(signed)*

**Dao Minh Nguyet**

**Head of Corporate Secretariat  
of the BODO**

*(signed)*

**Hoang Tuyet Mai**

**RESOLUTION OF THE GENERAL MEETING OF SHAREHOLDERS  
SOUTHEAST ASIA COMMERCIAL JOINT STOCK BANK**

- *Pursuant to the Law on Credit Institutions of 2010; the Law Amending and Supplementing Certain Articles of the Law on Credit Institutions of 2017 and their implementing guidelines;*
- *Pursuant to the Law on Enterprises of 2020 and its implementing guidelines;*
- *Pursuant to the Charter of Southeast Asia Commercial Joint Stock Bank;*
- *Pursuant to the Minutes of the written shareholder vote count dated November 05, 2024 of Southeast Asia Commercial Joint Stock Bank;*
- *Considering the actual situation,*

**RESOLVES:**

**Article 1.** Approve the amendments and supplements to the Organizational and Operational Charter of the Bank as per the attached draft. Delegate and authorize the BOD to (i) decide on the issuance of the Charter, (ii) continue reviewing the content of the Charter to amend, supplement, and adjust in accordance with the Law on Credit Institutions of 2024 and its implementing guidelines, and update the content in line with domestic and international best practices in corporate governance (if deemed necessary).

With respect to the charter capital provisions in Clause 1, Article 22 of the Charter, the BOD shall make adjustments based on and in accordance with the content of the SBV's Decision amending the Operating License regarding the Bank's charter capital.

**Article 2.** Approve the amendments and supplements to the Internal Regulation on Corporate Governance as per the attached draft. Delegate and authorize the BOD to (i) decide on the issuance of the Regulation, (ii) continue reviewing the content of the Regulation to amend, supplement, and adjust in accordance with the Law on Credit Institutions of 2024 and its implementing guidelines, and update the content in line with domestic and international best practices in corporate governance (if deemed necessary).

**Article 3.** Approve the amendments and supplements to the Organizational and Operational Charter of the Board of Directors as per the attached draft. Delegate and authorize the BOD to (i) decide on the issuance of the Charter, (ii) continue reviewing the content of the Charter to amend, supplement, and adjust in accordance with the Law on Credit Institutions of 2024 and its implementing guidelines, and update the content in line with domestic and international best practices in corporate governance (if deemed necessary).

**Article 4.** Approve the amendments and supplements to the Organizational and Operational Charter of the Board of Supervisors as per the attached draft. Delegate and authorize the Board of Supervisors to (i) decide on the issuance of the Charter, (ii) continue reviewing the content of the Charter to amend, supplement, and adjust in accordance with the Law on Credit Institutions of 2024 and its implementing guidelines, and update the content in line with domestic and international best practices in corporate governance (if deemed necessary).

**Article 5.** The General Meeting of Shareholders hereby delegates and authorizes the BOD (and permits the BOD to sub-delegate and sub-authorize) to decide on and carry out all tasks, actions, and sign all other documents and instruments, together with any amendments and supplements that the BOD deems necessary or required to ensure the effectiveness of the above resolutions and to address any matters arising within the BOD's authority. The resolutions adopted at this meeting shall take effect from the date of adoption until superseded by another BOD resolution or until the above tasks are completed.

**Article 6.** The Resolutions adopted in Articles 1, 2, 3, 4, and 5 shall take effect from the date of adoption by the General Meeting of Shareholders. SeABank's Board of Directors, the BOD Office, and all relevant units and individuals are responsible for implementing the Resolutions of the General Meeting of Shareholders.

***Recipients:***

- *BOD, BOS (for information);*
- *As per Article 6;*
- *Communications & Marketing Department (for disclosure);*
- *Filing: BOD Office.*

**ON BEHALF OF THE GENERAL  
MEETING OF SHAREHOLDERS  
CHAIRMAN OF THE BOARD OF  
DIRECTORS**

*(signed)*

**LE VAN TAN**