

NAM VIET JOINT STOCK COMPANY (NAVIFICO)

AGENDA OF THE 2020 ANNUAL GENERAL MEETING OF SHAREHOLDERS

25 MAY 2020

TIMING	AGENDA
8:00 – 8:30	Shareholders registration and guests welcoming
8:30 -8:40	Introduction of participants
	Report on the number of shareholders and the shares present, the shares absent
	Announcement of the Meeting eligibility
	Declaring reasons and opening the Meeting
8:40 - 8:45	Approval of the agenda of the Meeting
8: 45 - 8:50	Introduction of the Chair of the Meeting
	Nominating candidates for the Secretary board and Vote counting board. The Meeting adopt the member list.
8:50 – 9:10	The Chairman of the Board of Directors address the Meeting
	Annual report of the year 2019
	Report of the business activities in the year 2019
	Report of the business activities plan in the year 2020
	The directions of business activities of the Company
9:10 – 9:20	Report of the Board of Supervisors
	1.Independent Auditor’s report 2.The report of the Board of Supervisors
9:20 – 9:40	Introduction of the draft new Charter and the draft new Regulations Corporate Governance of the Company.
9:40 – 9:45	The Reports of the Board of Directors
Re 01	Changing the Company’s Charter and Regulations of Corporate Governance.
Re 02	Financial Report 2019 Setting up the Company funds and dividend payment 2019
Re 03	Business Activities Plan 2020 Setting up the Company funds and dividend payment plan 2020 Remuneration of the Board of Directors and the Board of Supervisors 2020
Re 4	Selecting the Auditor for the year 2020
Re 5	Approval of increasing the proportional ownership without the process of open public bid.
Re 6	Supplementing the member of the Board of Directors
9:45 – 10:45	Discussion on the report of business activities 2019; the plan of business activities in 2020 and the development direction of the Company
	Other matters under the authority of the General Meeting of Shareholders
	Voting through the Report No. 6

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	Introduction of the process of voting
	Voting through the Report No.1 to No.5
10:45 – 11:15	Adopting the Regulations on voting the Board of Directors
	Introducing the candidates of the Board of Directors
	Introducing the voting process
	Voting the additional member of the Board of Directors
11:15 – 12:00	The vote counting board counts the votes
	Discussion on the report of business activities 2019; the plan of business activities in 2020 and the development direction of the Company
12:00 – 12:10	Announcement the vote results of adopting the Reports
	Announcement the vote results of adopting the additional member of the Board of Directors
12:10 – 12:30	Coffee break
	The Board of Directors meets to assign tasks
12:30 – 13:00	The Secretary Board gathers the opinions and the comments of the Meeting.
	Approval of the Minutes of Meeting
	Approval of the Resolutions of the Meeting
	Close the Meeting