



CÔNG TY CỔ PHẦN XÂY DỰNG SỐ 3 HẢI PHÒNG
HAI PHONG CONSTRUCTION JOINT-STOCK COMPANY No.3

AGENDA OF ANNUAL GENERAL MEETING OF SHAREHOLDERS 2021
HAI PHONG CONSTRUCTION JOINT STOCK CORPORATION NO.3 (HC3)
April 26, 2021

1. Annual General Meeting of Shareholders 2021

- Time: half day, from 8:30 to 12:00 AM, Monday, April 26, 2021.

- Venue: 13th Floor, H Tower II, No. 195 Van Cao, Dang Giang ward, Ngo Quyen district, Hai Phong city

2. Meeting Agenda

Time	Contents	Undertaken by
8:30 - 9:00	Registration for attendance, registration for speech; Handing the voting card and documents.	BOM Secretary and Accounting Staffs
9:00 - 9:15	Meeting Opening, Representative introduction, Approval for Meeting regulations.	Mr. Bui Ngoc Phuong
9:15 - 9:30	Approval for Meeting Agenda, Presidium, Board of Secretary	Mr. Bui Ngoc Phuong
9:30 - 9:35	Reporting on attendants' legal status at the Meeting.	Secretary Board
9:35 - 9:50	Reports of Board of Management (BOM) about: + <i>Administration & Management works in 2020.</i> + <i>Business Report in 2020.</i> + <i>Dividend profit allocation plan in 2020.</i> + <i>Business target for the year of 2021.</i>	Ms. Nguyen Thi Thuy
9:50 - 10:00	Report of Supervisory Board in 2020	Chief of SB Mr. Nguyen Hoang Rong
10:00 - 10:30	Presentation drafts of: + Operational Regulations of the Board of Management, + Operational Regulations of the Supervisory Board. + Adjustments and additions of the current Company Charter. + Internal Regulations on Corporate Governance	Mr. Bui Ngoc Phuong Mr. Nguyen Hoang Rong Ms. Chu Phuong Mai

10:30 - 11:40	<p>Proposals – discussion and voting for the following contents:</p> <ul style="list-style-type: none"> - Vote for the Audited Separate Financial Statement 2020 and the Audited Consolidated Financial Report 2020. - Vote for reports of Board of Management (BOM) in 2020 and Business Plan in 2021. - Vote for Reports of Supervisory Board (SB). - Vote for Dividend Allocation Plan 2020 and Dividend Allocation Plan 2021. - Vote for Proposal of paying dividend in 2020 by cash and by shares to increase the charter capital. - Vote for Proposal of paying remuneration in 2020 and remuneration plan in 2021 of BOM and SB. - Vote to authorize BGD to select the Auditing Company to be in charge of Audited Financial Statement in 2021. - Vote for adjustments and additions of the current Company Charter. - Vote for Internal Regulations on Corporate Governance, Operational Regulations of the Board of Management, Operational Regulations of the Supervisory Board - Vote for other matters in the rights of Meeting of Shareholders. 	Presidium, Chairman and Supervisory Board
11:40 - 11:50	Reading of Meeting Minutes and Resolutions 2021	Ms. Chu Phuong Mai
11:50- 12:00	Approval for the Meeting Minutes and Resolutions - Closing the Meeting	Mr. Pham Ky Hung Mr. Bui Ngoc Phuong

ON BEHALF OF BOM
CHAIRMAN



Pham Ky Hung