

*Ho Chi Minh City, March 7, 2026*

**WORKING REGULATIONS  
EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS 2026  
WATER SUPPLY AND DRAINAGE INVESTMENT AND CONSTRUCTION  
JOINT STOCK COMPANY**

**Article 1: General provisions**

- 1.1. This Working Regulation applies to the 2026 Extraordinary General Meeting of Shareholders of Water Supply and Sewerage Construction and Investment Joint Stock Company (WASECO) held on **March 7, 2026** (*hereinafter referred to as the General Meeting*);
- 1.2. This Regulation specifies the rights and obligations of the parties participating in the Congress, conditions and modes for conducting the Congress;
- 1.3. Shareholders shall comply with the provisions of this Regulation.

**Article 2: Order of the Congress**

- 2.1. Shareholders when entering the meeting room must sit in the right position or area guided by the Organizing Committee of the meeting. Comply with the Organizer's seating arrangements.
- 2.2. Do not talk privately, do not use mobile phones during the Congress. All mobile phones must be turned off or left in no ringing mode.
- 2.3. Shareholders/shareholder representatives are responsible for attending the General Meeting of Shareholders from the beginning of the General Meeting to the end of the General Meeting and exercising the voting rights/obligations for all contents submitted to the General Meeting for approval. In case any shareholder/shareholder representative has to leave the meeting before the end of the General Meeting due to force majeure, such shareholder/shareholder representative is responsible for contacting the Organizing Committee to send his/her written opinions on the issues to be voted on at the General Meeting. In case the shareholder/shareholder representative leaves the meeting before the end of the General Meeting without notifying the Organizing Committee or not returning the voting slip on the contents of the General Meeting, such shareholder/shareholder representative is considered to have not attended the General Meeting (for the contents that such shareholder/shareholder representative does not vote on).

**Article 3: Conditions for conducting the General Meeting of Shareholders**

- 3.1. The General Meeting of Shareholders is conducted when the number of shareholders attending the meeting represents more than 65% of the total votes of the Company.
- 3.2. In case the first meeting is not eligible to be conducted according to the above regulations, the notice of invitation to the second meeting must be sent within 30 days from the date of the intended first meeting. The second General Meeting of Shareholders shall be held only when the number of shareholders attending the meeting represents 51% or more of the total votes of the Company.
- 3.3. In case the second meeting is not eligible to be conducted according to the above regulations, the notice of invitation to the third meeting must be sent within 20 days from the date of the planned second meeting. The third General Meeting of Shareholders is conducted regardless of the total number of votes cast by shareholders attending the meeting and is considered valid.

#### **Article 4: Voting to approve issues at the congress**

##### **4.1. Subjects eligible for voting**

Shareholders or authorized representatives of shareholders owning voting shares of the Company by the time of closing the list of shareholders is 05 /01/2026.

##### **4.2. Voting Principles**

Issues on the agenda of the General Assembly must be approved by direct vote at the General Assembly. Each shareholder/shareholder representative is issued a voting card and a voting slip in which the participation code, the number of voting shares (*owned and/or authorized*) of the shareholder and affixed with the seal of Waseco Company.

Shareholders are considered to attend and vote at the General Meeting of Shareholders in the following cases:

- a) Attending and voting directly at the meeting;
- b) Authorize other individuals and organizations to attend and vote at the meeting;
- c) Attending and voting through online conferences, electronic voting or other electronic forms;
- d) Sending voting papers to the meeting by mail, fax or email;

##### **4.3. How to vote**

Shareholders/shareholders' representatives vote on each issue by voting directly at the General Meeting under the control of the Chairman in the form of **holding up a voting card** (for the issues specified in section 4.4 below) **or recording a voting vote** (for the issues specified in section 4.5 below).

##### **4.4. Vote by holding up the voting card**

- Except for the vote to approve the amendment of the Company's Charter, which will be voted by the method of recording the voting slip as prescribed in Section 4.5 below, and the voting to elect additional members of the Board of Directors, the Supervisory Board will be carried out by the method of cumulative voting according to the Nomination Regulation. nomination and election of additional members of the Board of Directors and Supervisory Board, all remaining issues under the Agenda of the General Meeting of Shareholders will be voted by the method of holding up voting cards.
- Shareholders/shareholder representatives vote by holding up the Voting Card (Approve/Disapprove/No Opinion) for each content. When voting, shareholders/shareholder representatives raise their voting cards when asked by the Chairman. According to the Chairman's management, shareholders/shareholder representatives "Approve" will raise their voting cards first, then shareholders/shareholder representatives "Disapprove" or "No opinions" will take turns holding up voting cards.

#### 4.5. **Voting by writing the voting slip:**

The General Meeting will vote to approve the amendment of the Company's Charter by the method of recording a voting vote.

- Each content in the Voting Form has 03 boxes for shareholders to choose their voting opinions, including:
  - o Voting box "Approve";
  - o Voting box "Disapprove";
  - o Voting box "No Opinion".

When voting on each content, shareholders/representatives of shareholders attending the meeting shall express their voting opinions ("Agree" or "Disapprove" or "No opinion") by marking "X" or "√" on 01 of 03 voting boxes, signing and clearly stating their full names on the voting form for submission to the Vote Counting Committee. Invalid voting slip content is the content in which the shareholder/representative of the shareholder does not tick any voting box or tick more than one voting box for the same voting content. If a valid voting slip contains one or several invalid voting contents, the remaining valid contents shall still be included in the voting results for such valid contents.

- The voting of votes shall begin at the time of the order of the Chairman of the meeting or the representative of the Vote Counting Committee and end when the Vote Counting Board collects all the votes of shareholders/shareholders' representatives attending the meeting or after 15 (fifteen) minutes from the time the Chairman announces the start of the voting period. depending on which time comes first.
- In case a shareholder/shareholder's representative requests to change the voting slip due to torn, broken or negligent writing additional symbols on the voting slip, if the

shareholder/shareholder's representative has not voted and the voting time has not expired, the shareholder/shareholder's representative is entitled to meet directly with the Vote Counting Committee to return the received vote slip in exchange. The new voting vote aims to ensure the interests of shareholders/shareholder representatives. The Vote Counting Committee gathers the old voting papers and sends them back to the Chairman of the Congress.

- The Vote Counting Committee shall be responsible for collecting votes, counting votes, making a record of vote counting results and reporting to the Congress. All complaints about the voting results will be considered and resolved by the Vote Counting Committee right at the Congress.

#### **4.6. Cases in which voting is considered invalid:**

- a) Cases in which voting by holding up voting cards of shareholders/shareholders' representatives is considered invalid:

- Shareholders/shareholder representatives do not raise their voting cards in all three votes of "Approval", "Disapproval" or "No Opinion" of the same issue.
- Shareholders/shareholder representatives raise their voting cards more than 01 time when voting on an issue.

- b) Cases in which voting by writing the voting slip of the shareholder/shareholder's representative is considered invalid:

- The ballot does not follow the Company's prescribed form or does not bear the Company's seal.
- The vote is erased, making it impossible to clearly determine the voting intention of the shareholders/shareholder representatives for the corresponding voted content.
- The voting slip does not have the signature of the shareholder/shareholder representative.
- In case a voting content has two or more voting options, the shareholder/shareholder's representative chooses to agree with both or more of the two voting options.
- A voting content with 02 different voting opinions ("Approval", "Disapproval" or "No opinion") or no voting opinion is selected, the voting for that content is considered invalid.
- In case the ballot paper has many voting contents, if there is one or several invalid voting contents, only that voting content will be counted as invalid and does not affect the validity of other voting contents in such voting slip.

#### **4.7. Conditions for approving issues to seek shareholders' opinions at the General Meeting**

- a) Each share of a shareholder/shareholder representative attending the meeting and exercising the right to vote at the General Meeting will have one voting right.

- b) Except for the matters specified at Point c, Article 4.7 below, the decision of the General Meeting of Shareholders on the amendment of the Charter of organization and operation of the Company and other matters under the jurisdiction of the General Meeting of Shareholders at the General Meeting of Shareholders shall be approved at the meeting when the number of shareholders/shareholder representatives owns more than 65% of the total votes of the General Meeting of Shareholders All shareholders attended and voted at the meeting in favor.
- c) For decisions on the following contents:
  - (i) Type of shares and total number of shares of each type;
  - (ii) Change of business lines, professions and fields;
  - (iii) Changes in the organizational structure of the Company's management (within the scope of Article 10 of the Company's Charter);  
Article 10 of the Company's Charter stipulates as follows:  
***"Article 10. The organizational structure of management, administration and control of the Company includes:***
    - 1. The General Meeting of Shareholders;*
    - 2. The Board of Directors;*
    - 3. The Control Board;*
    - 4. General Director".*
  - (iv) Projects to invest in or sell assets valued at 35% or more of the total value of assets recorded in the Company's latest financial statements;
  - (v) Reorganization and dissolution of the Company;  
for these issues, it must be approved by the number of shareholders/shareholder representatives representing 75% or more of the total votes of all shareholders attending and voting at the meeting.

**Article 5.- Rights and obligations of the Chairperson.**

- 5.1. Control the congress in accordance with the content of the agenda, the rules and regulations approved by the congress. The chairman works according to the principle of democratic centralization and decisions by majority.
- 5.2. Guide the Congress to discuss and collect opinions to vote on issues on the agenda of the Congress and related issues during the Congress.
- 5.3. The Chairman has the right to take necessary measures to control the General Meeting in a reasonable, orderly manner, in accordance with the approved program and reflecting the wishes of the majority of shareholders/shareholder representatives attending the meeting.
- 5.4. The presiding judge has the right to:

- Require all shareholders/shareholder representatives attending the meeting to be subject to inspection or other security measures;
  - Request the competent authority to maintain the order of the meeting; expel shareholders/shareholder representatives who do not comply with the executive power of the presiding officer, intentionally disrupt order, prevent the normal progress of the meeting or fail to comply with security check requirements from the General Meeting of Shareholders.
- 5.5. The chairman has the right to postpone the meeting of the General Meeting of Shareholders with a sufficient number of shareholders/shareholder representatives registered to attend the meeting as prescribed until another time or change the meeting venue in the following cases:
- The meeting venue does not have enough convenient seats for all shareholders/shareholder representatives to attend the meeting.
  - The means of communication at the meeting venue do not ensure the participation, discussion and voting of shareholders/shareholder representatives attending the meeting.
  - Some participants have acts of obstructing or disrupting order, risking making the meeting not conducted fairly and legally.

The maximum postponement time shall not exceed 03 working days from the date the meeting is intended to open.

- 5.6. Solve other issues that arise during the Congress.

**Article 6.- Rights and obligations of the Secretary of the Congress.**

- 6.1. The secretary of the general meeting is recommended by the Presidium and is responsible to the Presidium and the General Meeting of Shareholders for their duties.
- 6.2. Duties of the Secretary:
- Fully and truthfully record the contents of the Congress.
  - Support the Presidium in announcing draft documents, conclusions, resolutions of the General Meeting and notices of the Presidium to shareholders when requested.
  - Receive the registration form of the shareholders.

**Article 7.- Rights and obligations of the Shareholder Qualification Examination Board.**

- 7.1. The Shareholder Eligibility Examination Committee of the General Meeting consists of 3 people recommended by the Presidium and approved by the General Meeting of Shareholders.
- 7.2. The Audit Board of Shareholders has the rights and obligations:

- Check the eligibility and situation of shareholders and shareholder representatives attending the meeting.
- Report on the results of checking the eligibility of shareholders to attend the meeting.

**Article 8: Election of additional members of the Board of Directors and Supervisory Board for the term 2023-2028.**

- 8.1. The General Meeting of Shareholders will elect additional members of the Board of Directors and Supervisory Board for the term 2023-2028 by secret ballot by cumulative voting.
- 8.2. The election of additional members of the Board of Directors and the Supervisory Board for the term 2023-2028 shall be carried out in accordance with the Regulation on nomination, candidacy and election approved by the General Meeting.

**Article 9.- Rights and obligations of the Vote Counting Committee**

The vote counting committee has the following rights and obligations:

- 9.1. Participate in welcoming and instructing the seating arrangement for shareholders.
- 9.2. Determining the results of shareholders' voting on issues adopted at the General Meeting.
- 9.3. Promptly notify the Secretariat of voting results.
- 9.4. Organize the counting of votes, make a record of vote counting and announce the voting results of the General Meeting of Shareholders.
- 9.5. Consider and report to the Congress for decision on cases of violation of voting rules or written complaints about voting at the Congress.

**Article 10.- Rights and obligations of shareholders attending the General Meeting of Shareholders.**

- 10.1. Each shareholder and shareholder representative when attending the General Meeting of Shareholders must bring their identity documents (CCCD, Passport, etc.) and Invitation to attend the General Meeting to submit to the Organizing Committee to check their shareholder status and receive Voting Cards/Voting Cards and Election Papers.
- 10.2. Persons authorized to attend the Congress may not re-authorize others to attend the Congress.
- 10.3. During the General Meeting, shareholders must comply with the guidance of the Presidium, behave civilly, politely, and not cause disorder.
- 10.4. Shareholders must keep confidentiality, discipline their speeches, strictly comply with the regime of using and preserving documents, and do not copy or record recordings to give to people outside the General Meeting without the permission of the Presidium.

- 10.5. Shareholders and authorized representatives attending the General Meeting must strictly abide by the Working Regulations of the General Meeting of Shareholders. Shareholders who violate this regulation, depending on the specific severity, the Presidium will consider and take action according to Clause 7, Article 146 of the Law on Enterprises No. 59/2020/QH14.
- 10.6. Shareholders who arrive late for the General Meeting have the right to register immediately, then have the right to participate and vote right at the General Meeting, the Chairman is not responsible for stopping the General Meeting so that the late shareholders can register and the validity of the voting rounds that have been conducted will not be affected.

## **Article 11: Expressing opinions at the Congress.**

### **11.1. Principle:**

Shareholders/shareholder representatives attending the General Meeting who intend to express their opinions must register the contents of their speeches according to the form of the Speech Registration Form of the Organizing Committee or hold up the Voting Card to request a speech and obtain the consent of the Chairman. The speech registration form will be distributed to each shareholder/shareholder representative when attending the General Meeting. Shareholders/shareholders' representatives shall submit the Registration Form to speak at the Secretary of the General Meeting during the General Meeting or during breaks. In order to ensure the order of the General Meeting when discussing, shareholders/shareholder representatives who register to speak according to the Registration Form will be given priority to speak first and then shareholders/shareholder representatives will take turns to raise their voting votes to speak according to the arrangement of the Chairman.

### **11.2. How to speak:**

Shareholders/shareholders' representatives spoke briefly and focused on the key contents to be discussed, in accordance with the approved agenda of the General Meeting. The Chairman will arrange for shareholders/shareholder representatives to speak in the order of registration, and at the same time answer questions of shareholders/shareholder representatives. The Chairman of the General Meeting has the right to remind or request shareholders/shareholder representatives to focus on the key content to be spoken, to save time and ensure the quality of discussion.

## **Article 12.- Minutes and Resolutions of the General Meeting of Shareholders.**

All contents at the General Meeting of Shareholders must be recorded by the Secretary of the General Meeting of Shareholders in the Minutes and Resolutions of the General Meeting of Shareholders. The minutes and resolutions of the General Meeting of Shareholders shall be approved before the closing of the General Meeting.

## **Article 13: Implementation provisions.**

Above is the Working Regulation of the Extraordinary General Meeting of Shareholders in 2026 of WASECO Company. This Regulation takes effect immediately after being voted for by the General Meeting of Shareholders.

Respectfully submit to the Congress for consideration and approval so that the organization of the Congress can be a good success.

**EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS 2026**