



Haiphong, June 03rd 2022

INVITATION LETTER
ANNUAL GENERAL MEETING OF SHAREHOLDERS 2022

Dear Shareholders of Haiphong Port Tugboat and Transport JSC.

The Board of Management of the Haiphong Port Tugboat and Transport JSC is pleased to invite you to the Annual General Meeting of Shareholder 2022, with the following details:

1. Main agenda:

- Report of the Board of Management and the Directorate on Business Results in 2021 and Business Plan in 2022;
- Adoption of the Audited Financial Statements for the fiscal year 2021;
- Proposal on the profit after tax distribution and dividend payment of 2021;
- Report on the remuneration for the Board of Management and the Board of Supervisors in 2021 and Proposal on the remuneration for the Board of Management and the Board Supervisors in 2022;
- Report of the Board of Supervisors in 2021;
- Proposal on the selection of auditors for the financial year 2022;
- Report on investment policy proposal "Project to build the tugboat Azimuth";
- Report on the implementation of liquidation of fixed assets;
- Other agenda items under the authority of the General Meeting of Shareholder;
- Approval the Meeting Minutes and Resolutions.

2. Time, venue and participants:

- Time: **08:00 a.m Tuesday June 28th 2022**

- Venue: **Conference Hall of the Haiphong Port Tugboat and Transport JSC.**

(Address: No. 4 Ly Tu Trong street, Minh Khai ward, Hong Bang district, Haiphong city of Vietnam)

- Participants: Those who are recorded in the list of shareholders of the Haiphong Port Tugboat and Transport JSC closed **on May 25th 2022.**

3. Time to register and confirm your attendance: For proper preparation, you are kindly requested to send Confirmation Letter to attend the Annual General Meeting (Enclosed herewith the sample form) to the Organizing Board of the Annual General Meeting 2022 at No. 4 Ly Tu Trong street, Minh Khai ward, Hong Bang district, Haiphong city of Vietnam **no later than June 24th 2022.**

Sincerely welcome!

Note:

- Kindly bring the Invitation Letter, Identity Card/Citizen Identification Card (or Passport) and Power of Attorney (for those who participate by proxy); Voting Paper, Voting Card on the proposals presented at the Annual General Meeting 2022.
- Shareholder is entitled to the member of the Board of Management of the Haiphong Port Tugboat and Transport JSC or other person by issuing a Power of Attorney (Enclosed herewith the sample form);
- The Meeting documents are available on the website: <https://www.tugtranco.vn>.

Confirm and contact us at:

- Tel No: (84) 2253.569.551 - Fax: (84) 2253.747.073;
- Mr. Tran Ngoc Thiem - Mobil: (84) 912.789.328;
- Email: info@tugtranco.vn

ON BEHALF OF THE BOARD OF MANAGEMENT



Nguyen Van Dung