

## **VOTE COUNTING MINUTES**

### **Re: Approval of the Contents of Shareholders' Written Opinions for the Year 2025**

#### *Pursuant to:*

- *The Law on Enterprises No. 59/2020/QH14 promulgated by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020 ("**Law on Enterprises**") and its guiding documents;*
- *The current Charter of Vietjet Aviation Joint Stock Company ("**the Charter**");*
- *The Decision on the Establishment of the Ballot Counting Committee No. 16-25/VJC-HĐQT-QĐ dated 25/4/2025;*
- *The list of shareholders as of April 8, 2025, for getting written opinions; and*
- *The total number of shareholder opinion votes received by Vietjet Aviation Joint Stock Company as of 12:00, April 25, 2025.*

## **I. CORPORATE PROFILE**

- Business Name: Vietjet Aviation Joint Stock Company ("**Vietjet**")
- Head Office Address: 302/3 Kim Ma Street, Ngoc Khanh Ward, Ba Dinh District, Hanoi, Vietnam
- Tel.: 02571086668 Fax: 02537281838
- Business Registration Certificate No.: 0102325399 – registration of 30th amendment on April 19, 2023 – place of issuance: Hanoi Department of Planning and Investment

## **II. VOTE COUNTING COMMITTEE**

### **Members of the Vote Counting Committee:**

- |  |                     |
|--|---------------------|
| - Mr. Nguyen Anh Tuan, Vice Chairman of the Board of Directors | - Head of Committee |
| - Mr. To Viet Thang, Executive Vice President                  | - Member            |
| - Ms. Le Xuan Hieu, Deputy Director of CEO Office              | - Member            |
| - Mr. Nguyen Huu Manh Vu, Head of Investor Relations           | - Member            |

### **Vote Counting Supervisor Representative:**

- |  |                            |
|--|----------------------------|
| - Mr. Duong Ba Hieu, Shareholder without a managerial position | - Vote counting supervisor |
|--|----------------------------|

## **III. MATTERS TO OBTAIN WRITTEN OPINIONS**

Proposal No. 01-25/VJC-HĐQT-TT dated April 14, 2025, by the Board of Directors on the approval to revise and supplement the content for certain provisions of the Charter.

- 1 Revise and supplement certain provisions of the Company Charter to better align with the Company's needs, business situation, and legitimate interests, as detailed in the Appendix attached to this Proposal.

- 2 Authorize the Board of Directors to amend the Company Charter and disclose information in accordance with legal regulations.

#### **IV. METHODS OF VOTE SUBMISSION**

Shareholders or authorized representatives shall submit their completed Voting Forms to Vietjet through one of the following methods:

1. Send with a sealed envelope to Vietjet's office at the following address: Investor Relations Department – Representative Office in Ho Chi Minh City, Vietjet Aviation Joint Stock Company, 8th Floor, Vietjet Plaza, 60A Truong Son Street, Ward 2, Tan Binh District, Ho Chi Minh City;
2. By fax: 028 3547 1865;
3. Attach your scanned Voting Form to the following email address: [ir@vietjetair.com](mailto:ir@vietjetair.com)

#### **V. STATISTICS ON METHODS OF VOTE SUBMISSION:**

<b>No.</b>	<b>Submission method</b>	<b>Number of Votes</b>
<b>1</b>	Mail	94
<b>2</b>	Fax	0
<b>3</b>	Email	7
<b>TOTAL</b>		<b>101</b>

#### **VI. VOTE COUNTING RESULT**

##### **1. Total Shares and Shareholders of the Company**

- The total number voting forms sent to shareholders: 8,636 Voting forms, representing 541,611,334 voting rights, accounting for 100% of the total voting rights of all eligible shareholders.
- The total number Voting forms received from shareholders: 101 Voting forms, representing 478,205,585 voting rights, accounting for 88.29% of the total voting rights of all eligible shareholders.
- The total number of Voting forms did not receive: 8,535 Voting forms, representing 63,405,749 voting rights, accounting for 11.71% of the total voting rights of all eligible shareholders.

The meeting is valid.

**Detail vote counting results for each content are as follows:**

**Proposal No. 01-25/VJC-HĐQT-TT dated April 14, 2025, on the approval to revise and supplement the content for certain provisions of the Charter:**

- 1 Revise and supplement certain provisions of the Company Charter to better align with the Company's needs, business situation, and legitimate interests (as detailed in the Appendix attached to this Proposal).**
  - a. Total valid Voting form received: 101 votes representing 478,205,585 voting shares, accounting for 88.29% of the total voting rights of all eligible shareholders.
    - Total votes in favor: 101 votes representing 478,205,585 voting shares, accounting for 88.29% of the total voting rights of all eligible shareholders.
    - Total votes against: 0 votes representing 0 voting shares, accounting for 0% of the total voting rights of all eligible shareholders.
    - Total votes with no opinion: 0 votes representing 0 voting shares, accounting for 0% of the total voting rights of all eligible shareholders.
  - b. Total invalid votes: 0 votes representing 0 voting shares, accounting for 0% of the total voting rights of all eligible shareholders.
- 2 Authorize the Board of Directors to amend the Company Charter and disclose information in accordance with legal regulations.**
  - a. Total valid Voting form received: 101 votes representing 478,205,585 voting shares, accounting for 88.29% of the total voting rights of all eligible shareholders.
    - Total votes in favor: 101 votes representing 478,205,585 voting shares, accounting for 88.29% of the total voting rights of all eligible shareholders.
    - Total votes against: 0 votes representing 0 voting shares, accounting for 0% of the total voting rights of all eligible shareholders.
    - Total votes with no opinion: 0 votes representing 0 voting shares, accounting for 0% of the total voting rights of all eligible shareholders.
  - b. Total invalid votes: 0 votes representing 0 voting shares, accounting for 0% of the total voting rights of all eligible shareholders.

## **VII. VOTING RESULTS**

Based on the vote counting results, the General Meeting of Shareholders approved the following: Proposal No. 01-25/VJC-HDQT-TT dated April 14, 2025, by the Board of Directors on the approval to revise and supplement the content for certain provisions of the Charter:

- 1 Revise and supplement certain provisions of the Company Charter to better align with the Company's needs, business situation, and legitimate interests, as detailed in the Appendix attached to this Proposal with a 88.29% approval rate.
- 2 Authorize the Board of Directors to amend the Company Charter and disclose information in accordance with legal regulations with a 88.29% approval rate.

The vote counting was completed at 14:00 on 25/4/2025.

This minute is made in 02 copies: 01 copy to keep record of the AGM, 01 copy sent to the Board of Directors' office for issuance of resolutions.

## **VOTE COUNTING COMMITTEE**

**1. Mr. Nguyen Anh Tuan**

Vice Chairman of the Board of Directors  
Head of Vote Counting Committee

..... Signed .....

**2. Mr. To Viet Thang**

Executive Vice President  
Member of Vote Counting Committee

..... Signed .....

**3. Ms. Le Xuan Hieu**

Deputy Director of CEO Office  
Member of Vote Counting Committee

..... Signed .....

**4. Mr. Nguyen Huu Manh Vu**

Head of Investor Relations  
Member of Vote Counting Committee

..... Signed .....

## **VOTE COUNTING SUPERVISOR**

**5. Mr. Duong Ba Hieu**

Shareholder without a managerial position  
Vote counting supervisor

..... Signed .....

**RESOLUTION  
GENERAL MEETING OF SHAREHOLDERS  
(under the form of collecting written opinions)**

*Pursuant to:*

- *The Law on Enterprises No. 59/2020/QH14 dated 17/06/2020 of The Socialist Republic of Vietnam;*
- *The Charter of Vietjet Aviation Joint Stock Company (“ Company Charter”);*
- *Proposal of BOD and Appendix to be attached on 14/4/2025;*
- *Minutes of vote counting by collecting written opinions from shareholders No. 01-25/VJC-ĐHĐCĐ-NQ dated 25/4/2025;*

**RESOLVES:**

**Điều 1:** Approval contents to revise, supplement the articles, provisions of the Company Charter, as follows:

**Article 13. Organization and Management Structure**

Unless otherwise decided by the General Meeting of Shareholders, the Company's Organization, Management and Control Structure includes:

- The General Meeting of Shareholders;
- The Board of Directors; and
- The Board of Management:
  - + The General Director;
  - + The Managing Director; and
  - + The Vice Presidents.

**Article 17. Rights, privileges and obligations of The General Meeting of Shareholders**

17.5. To decide on reconstruction, reorganization of the Company... In case it is necessary to establish a streamlined organizational structure that enhances business efficiency and benefits the Company, the General Meeting of Shareholders authorizes the Board of Directors to make decisions and report at the most recent General Meeting of Shareholders for approval.

17.8. To approve development plans for the Company. In cases deemed necessary for the benefit of the Company, the General Meeting of Shareholders authorizes the Chairman of the Board of Directors to decide the direction of the Company's development and report at the most recent General Meeting of Shareholders for approval.

17.10. To approve a list of independent audits, appoint independent audits for control of the Company's operations, or dismiss appointed independent audits if necessary. The General Meeting of Shareholders authorizes the Board of Directors to decide on the selection of an independent auditing firm and report at the most recent General Meeting of Shareholders.

Article 35. Management organization

35.4 . The Board of Directors decides on the appointment, dismissal, duties, and powers of the General Director, The Managing Director, and The Vice Presidents.

Article 36. Appointing and dismissing General Director and Managing Director, duties and powers of General Director and Managing Director.

To 36.1 from 36.9.: Supplements “and Managing Director” after “General Director”.

36.10. The Managing Director is responsible for managing and overseeing the Company's daily business operations

**Điều 2:** Authorize the Board of Directors to amend the Company Charter and disclose information in accordance with legal regulations.

***Recipients:***

- BOD
- Archive: BOD office, IR

**ON BEHALF OF  
THE BOARD OF DIRECTORS  
VICE CHAIRMAN**

*Signed and Sealed*

**NGUYEN ANH TUAN**