CÔNG TY CỔ PHẦN THAN VÀNG DANH - VINACOMIN
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VIETNAM NATIONAL COAL - MINERALS INDUSTRIES HOLDING CORPORATION LIMITED
VINACOMIN - VANG DANH COAL JOINT STOCK COMPANY

THE SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

No.: 378 /KH-TVD

Uong Bi, October 30 , 2026

PLAN
To Organize the 2026 Extraordinary General Meeting of Shareholders (3rd Session)

Pursuant to Enterprise Law No. 59/2020/QH14 dated June 17, 2020; Law No. 76/2025/QH15 dated June 17, 2025 amending and supplementing a number of articles of the Enterprise Law, and relevant guiding documents;

Pursuant to the Company's Charter;

Pursuant to the Charter of Operation of the Board of Directors of Vinacomin – Vang Danh Coal Joint Stock Company issued together with Decision No. 655/QĐ-HĐQT dated June 08, 2021;

Pursuant to the Internal Corporate Governance Regulations issued together with Decision No. 656/QĐ-HĐQT dated June 08, 2021 of the Company's Board of Directors;

Pursuant to Resolution No. 31/TVD-HĐQT dated 30 October 2026 of the Company's Board of Directors approving the Plan for Organizing the 2026 Extraordinary General Meeting of Shareholders (3rd Session).

The Board of Directors of Vinacomin – Vang Danh Coal Joint Stock Company develops and issues the Plan for Organizing the 2026 Extraordinary General Meeting of Shareholders (3rd Session) as follows:

I. TIME, VENUE, AND MEETING FORMAT

1. Meeting Time

- The last registration date for determining the list of shareholders eligible to attend the 2026 Extraordinary General Meeting of Shareholders (3rd Session): Tentatively November 20, 2026;
- The date for holding the General Meeting of Shareholders: Tentatively December 22, 2026.

2. Meeting Venue

Hall, 2nd Floor, Canteen No. 1 of the Company, 969 Bach Dang Street, Uong Bi Ward, Quang Ninh City.

3. Meeting Format: In-person meeting at the Hall.

II. PARTICIPANTS

1. Members of the Board of Directors, the Supervisory Board, and the Executive Board of the Company;
2. Shareholders or their authorized representatives;
3. Other invitees of the Board of Directors (if any).

To avoid affecting the Company's business and production plans, the Board of Directors recommends that shareholder-employees consider authorizing a representative to attend the Meeting; external shareholders may attend in person, form groups, or authorize a representative to attend.

Note: The Notice of Meeting and meeting documents must be sent to the State Securities Commission, the Hanoi Stock Exchange, and the Company's shareholders, and published on the Company's Website at least 21 days before the scheduled meeting date.

III. MEETING AGENDA

- Voting on the approval of the addition of a business line and amendments to the Company's Charter for reporting to TKV, specifically:

(i) Addition of a business line: Business code: 4673; Business line: Wholesale of other construction materials and installation equipment.

(ii) Change of the Company's head office address to 969 Bach Dang Street, Uong Bi Ward, Quang Ninh City.

- Voting on the approval of the reversal of appropriations to the Investment and Development Fund in excess of the prescribed ratio to profit after tax and the distribution of dividends to contributing shareholders in accordance with Official Letter No. 7377/TKV-KSNB dated October 21, 2026.

IV. PREPARATION TASKS

1. Personnel and Organization Department

Propose to the Board of Directors for consideration and decision on the establishment of: (i) the Steering Committee for the Meeting; (ii) the Organizing Committee for the Meeting; (iii) the Committee for Verifying Shareholder/Representative Eligibility; (iv) the Advisory Team assisting the Chairperson in answering inquiries; and (v) the Meeting Support Team.

Personnel for the Committees/Teams:

No.	Full Name	Position	Role/Team
I	**Steering Committee**		
1	Nguyen Van Dung	Chairman of BOD	Head of Committee
2	Ho Quoc	BOD Member, Director	Deputy Head
3	Trinh Van An	BOD Member	Member
4	Tran Van Thuc	BOD Member	Member
5	Nguyen Ba Quang	BOD Member	Member
6	Le Manh Cuong	Head of Supervisory Board	Member
II	**Organizing Committee**		
1	Tran Van Thuc	Deputy Director	Head of Committee
2	Hoang Van	Head of Personnel Dept.	Deputy Head
3	Bui Ngoc Duc	Company Secretary	Permanent Member
4	Phung The Anh	Supervisory Board Member	Member
5	Nguyen Thi Thuy Diu	Supervisory Board Member	Member
6	Dương Van Hoang	Chief Accountant	Member
7	Duong Thanh Hung	Head of Security Dept.	Member
8	Nguyen Thanh Tung	Chief of Office	Member
9	Phung Trung Hoai	Head of Investment and Bidding Dept.	Member

No.	Full Name	Position	Role/Team
III	**Eligibility Verification and Ballot Counting Committee**		
1	Phung The Anh	Supervisory Board Member	Head of Committee
2	Nguyen Thi Thuy Diu	Supervisory Board Member	Member
3	Tran Thi Bich Lien	Deputy Head of Security Dept.	Member
IV	**Meeting Secretary**		
1	Bui Ngoc Duc	Deputy Head of Investment and Bidding Dept.; Company Secretary	
V	**Advisory Team Assisting the Chairperson in Answering Inquiries (if any)**		
1	Duong Van Hoang	Chief Accountant	Team Leader
2	Hoang Van	Head of Personnel Dept.	Member
3	Phung Trung Hoai	Head of Investment and Bidding Dept.	Member
VI	**Meeting Support Team**		
1.	Lai Duc Vuong	Deputy Head of Personnel Dept.	Team Leader
2.	Tran Thi Bich Lien	Deputy Head of Security Dept.	Member
3.	Bui Ngoc Duc	Deputy Head of Investment and Bidding Dept.; Company Secretary	Member
4.	Nguyen Thi Ha	Staff of Personnel Dept.	Member
5.	Nguyen Thi Thu Hien	Staff of Accounting and Finance Dept.	Member
6.	Vu Duc Trong	Staff of General Affairs Dept.	Member

* ***Note:*** Heads of Committees, the Advisory Team Leader, and the Meeting Support Team Leader are responsible for assigning tasks to members to ensure optimal conditions for organizing the Meeting. All Committees and Teams shall dissolve upon completion of their tasks.

2. Company Secretary

a) Prepare a request document for VSDC to compile the list of shareholders as of the last registration date for exercising the right to attend the 2026 Extraordinary General Meeting of Shareholders (3rd Session), which is November 20, 2026, for the Director's approval and issuance.

Disclose information regarding the last registration date for shareholders to exercise their right to attend the Meeting within 24 hours of the document's issuance.

b) Draft: (i) Meeting Agenda; (ii) Notice of Meeting; (iii) Meeting Resolutions; (iv) Voting Slips and Voting Cards; (v) Meeting Working Regulations; proxy forms, meeting registration forms, authorization forms for company units, speaking registration forms; and (vi) Chairperson's script.

c) Coordinate with the Personnel Department to review and consolidate the shareholder list received from VSDC for sending the Notice of Meeting.

d) Consolidate reports and complete documentation for submission to the Director and the capital representative to seek TKV's opinion before submitting to the Board of Directors and the 2026 Extraordinary General Meeting of Shareholders (3rd Session).

e) Gather reports and submissions and forward them to the Office for printing.

g) Compile relevant documents for information disclosure before and after the Meeting.

h) Propose the procurement of stationery (if any) for meeting preparation.

3. Office

a) Print all documents for the Meeting.

b) Design and install a banner above the entrance hall of the Company's Headquarters:

"WELCOME SHAREHOLDERS AND REPRESENTATIVES ATTENDING THE 2026 EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS (3RD SESSION) OF VINACOMIN – VANG DANH COAL JOINT STOCK COMPANY"

c) Design and install a backdrop inside the Meeting Hall:

"2026 EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS (3RD SESSION) OF VINACOMIN – VANG DANH COAL JOINT STOCK COMPANY"

Uong Bi, December 22, 2026

d) Organize video recording and photography for documentation; prepare promotional videos/clips about the Company's activities to be shown before the Meeting and during breaks.

e) Direct the Catering Unit to make appropriate preparations for reception and serve delegates during the Meeting.

4. General Affairs Department

a) Direct the Catering Unit and Electrical Unit to prepare sound and lighting equipment in the Hall and backup generators in case of power outages.

b) Arrange and install internet connections inside and outside the Hall to facilitate online data updates by the Meeting organizing consultant (before December 21, 2026).

c) Assign technical support staff for sound and lighting equipment during the Meeting.

d) Publish all information related to the 2026 Extraordinary General Meeting of Shareholders (3rd Session) on the Company's Website in accordance with the Company Secretary's requests regarding content and timing.

5. Catering Unit

a) Arrange tables and chairs in the Hall (for the Chairperson and Secretary); prepare nameplates for the Chairperson and Secretary; prepare one ballot box for voting and voting cards (acrylic cards).

b) Arrange tables and chairs outside the Hall for shareholder eligibility verification and in the ballot counting area for voting and elections.

c) Provide drinking water (filtered water and tea) for shareholders during breaks while the Organizing Committee counts the ballots.

d) Coordinate with workers from Uong Bi Coal Production, Trading & Service Joint Stock Company to operate the fountain and ensure overall cleanliness of the Company's Headquarters.

6. Security Department

a) Manage parking for delegates attending the Meeting and guide them to the Hall on the 2nd Floor of Canteen No. 1, preventing access to other working areas of the Company's units.

b) Assign two security staff members to the Hall to maintain order throughout the Meeting.

This is the Plan for Organizing the 2026 Extraordinary General Meeting of Shareholders (3rd Session) of Vinacomin – Vang Danh Coal Joint Stock Company. Upon receiving this Plan, all collectives and individuals are required to strictly implement it./.

Recipients:

- BOD, Supervisory Board (e-copy);
- Director, Deputy Directors, Chief Accountant (e-copy);
- Party Committee, Trade Union, Youth Union (e-copy);
- All departments/units (e-copy);
- For information disclosure: State Securities Commission, Hanoi Stock Exchange;
- Shareholders (via Website);
- For filing: Office; Personnel Dept.; Company Secretary.

ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN

M.S.D.N: 5700101877 - C.T.C.P
CÔNG TY CỔ PHẦN THAN VÀNG DANH VINACOMIN
P. UÔNG BÍ - TP. QUẢNG NINH

Nguyen Van Dung