



EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS 2024  
GUIDELINE ON REGISTERING, VOTING AND ELECTING

I. PREPARATION

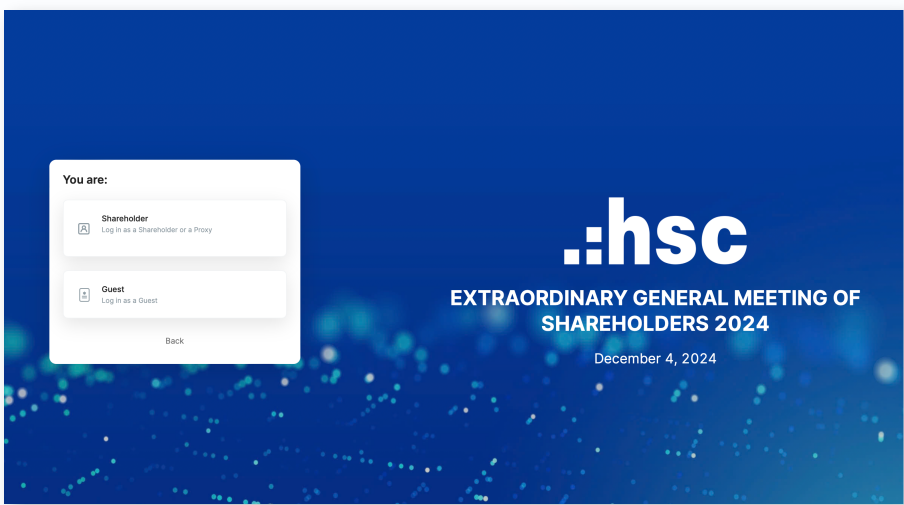
- Computer/tablet/mobile phone with adequate speakers, microphone, camera, and a stable Internet connection.
- Necessary documents such as ID card/Passport that were used to open the securities account owning HCM shares, Power of attorney if you are authorized to attend the EGM on behalf of others.
- Mobile phone with your phone number/email registered in the list of shareholders that is stored at the Viet Nam Securities Depository and Clearing Corporation - VSDC (to receive OTP).

II. LOG IN

Note:  
- Shareholders’ attendance at the Meeting will be confirmed upon the completion of the verification process.  
- Shareholders that have authorized their representatives to attend the EGM, please do not log in.

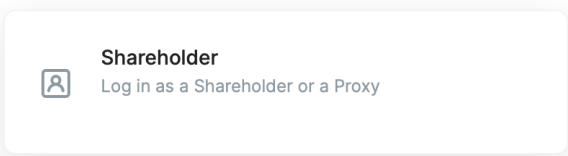
Step 1: Access the link: <https://egm.hsc.com.vn/>

Shareholders can choose between 2 languages: Vietnamese or English.



Step 2: Click on “Shareholder” to verify your information.

You are:



Step 3: Enter your ID number/Passport/Securities trading code that was used to open the securities account owning HCM shares.

Sign in:

Custodian Code, ID Number \*

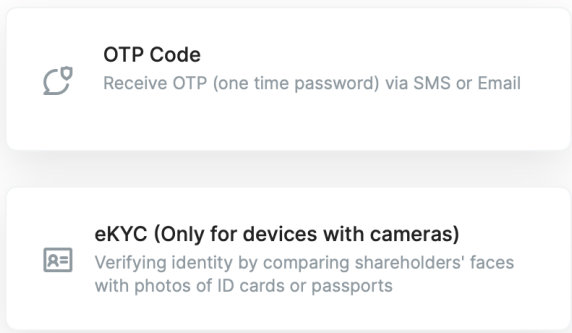
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Step 4: Shareholders can select between 2 options: Authentication via OTP or Authentication via eKYC.  
Note: In case shareholders do not receive OTP, please contact hotline 1900 633 996 for support.

Select Authentication Method:



Case 1: Authentication via OTP

Step 5: Select Authentication by OTP sent via SMS or via Email (according to the information registered in the list of shareholders stored at the Viet Nam Securities Depository and Clearing Corporation).

Step 6: Enter the OTP code sent via SMS or via Email.



Case 2: Authentication via eKYC

Step 5: Select Authentication by ID card or Authentication by Passport (according to the type of documents Shareholders used to open the securities account owning HCM shares).



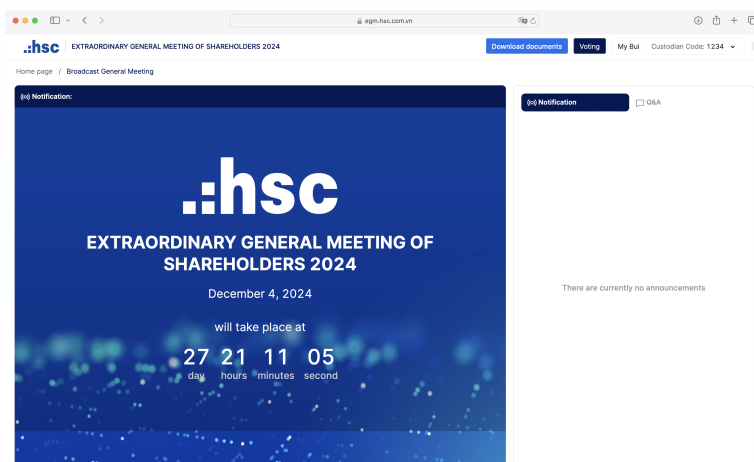
Step 6: Select Open camera to take a photo of the front side of the document.

Step 7: Bring the document to the front of the Camera and select Capture (Please note that the sharpness of the photo will affect the correct identification of the system).

Step 8: Select Open camera to record your face in 5s (Shareholders note the angle of the face).

III. INSTRUCTIONS FOR THE ONLINE MEETING

After being authenticated, Shareholders will be allowed to proceed to the online EGM window.



IV. INSTRUCTIONS FOR VOTING

On your viewing screen, click on “Voting”.

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Shareholders can opt for “For”, “Against” or “Abstain”, then click on “Submit” for each voting content.