

**SUMMARY OF DOCUMENTS  
ANNUAL GENERAL MEETING OF SHAREHOLDERS 2021**

Dear: Shareholders of Saigon Beer – Alcohol – Beverage Corporation

The Board of Directors of Saigon Beer – Alcohol – Beverage Corporation (SABECO) would like to propose the following summary of proposals for Shareholders' approval as follows:

**1. Audited separate and consolidated financial statements of the fiscal year 2020:**

Please refer to the attached document.

**2. Report of the Board of Directors on 2020 performance and 2021 orientation:**

Please refer to the attached document.

**3. Activity Report of the Audit Committee in 2020:**

Please refer to the attached document.

**4. Proposal on selection of the independent auditor for the fiscal year 2021 and Q1/2022:**

The Board proposes the AGM to grant authorities to the Board to select the independent auditor for SABECO's financial statements and other businesses upon request for the fiscal year 2021, Q1/2022 and all relevant periods as deemed necessary from the list below:

- Ernst & Young Vietnam Limited;
- KPMG Vietnam Company Limited;
- PWC (Vietnam) Limited;
- Deloitte Vietnam Business and Finance Advisory Company Limited.

Please refer to the attached document.

**5. Proposal on 2020 profit distribution:**

No.	Categories	2020 Plan (Bil. dong)	2020 Actual (Bil. dong)
1	Undistributed profit - beginning	10,358	11,232
2	Profit after tax	3,252	4,937
3	Profit distribution:	2,419	2,417
	Bonus and Welfare Fund	165	167
	Investment and Development Fund	0	0
	Social Activities Fund	9	6
	Dividend payout	2,244	2,244
	Dividend payout ratio	35.0%	35.0%
4	Undistributed profit - ending	11,191	13,751



**6. Proposal on 2021 profit distribution plan:**

No.	Categories	2020 Actual (Bil. Dong)	2021 Plan (Bil. Dong)
1	Undistributed profit – beginning	11,232	13,751
2	Profit after tax	4,937	5,289
3	Profit distribution:	2,417	2,430
	Bonus and Welfare Fund	167	179
	Investment and Development Fund	0	0
	Social Activities Fund	6	6
	Dividend	2,244	2,244
	Dividend Ratio	35.0%	35.0%
4	Undistributed profit - ending	13,751	16,610

**7. Settlement of salary, remuneration, bonus in 2020 for the Board of Directors:**

The Board of Directors would like to seek Shareholders' approval of the **VND6,642,320,000** amount of salary, remuneration, bonus for the Board of Directors in 2020.

No.	Categories	Unit	2020 Plan	2020 Actual
<b>I</b>	<b>Salary &amp; Bonus</b>			
1	Number of full-time Members	People	2	2
2	Salary Fund	VND	2,613,600,000	2,613,600,000
3	Bonus Fund	VND	916,800,000	458,400,000
<b>II</b>	<b>Remuneration</b>			
1	Number of concurrent Members	People	6	6
2	Remuneration Fund	VND	3,570,320,000	3,570,320,000
<b>III</b>	<b>Total Amount</b>	VND	<b>7,100,720,000</b>	<b>6,642,320,000</b>

**8. Plan of salary, remuneration, bonus in 2021 for the Board of Directors:**

The Board of Directors would like to seek Shareholders' approval of the **VND8,314,800,000** amount of salary, remuneration, bonus for the Board of Directors in 2021.

No.	Categories	Unit	2020 Actual	2021 Plan
<b>I</b>	<b>Salary &amp; Bonus</b>			
1	Number of full-time Members	People	2	2
2	Salary Fund	VND	2,613,600,000	2,474,400,000
3	Bonus Fund	VND	458,400,000	458,400,000



No.	Categories	Unit	2020 Actual	2021 Plan
II	<b>Remuneration</b>			
1	Number of concurrent Members	People	6	6
2	Remuneration Fund	VND	3,570,320,000	5,382,000,000
III	<b>Total Amount</b>	VND	<b>6,642,320,000</b>	<b>8,314,800,000</b>

#### 9. Related party transactions within SABECO's group:

Please refer to the attached document.

#### 10. Amendments to the Charter

In order to comply with provisions of the Law on Enterprises No. 59/2020/QH14; Law on Securities No.54/2019/QH14; charter template issued together with Circular No. 116/2020/TT-BTC and other relevant guiding documents, the Board of Directors would like to seek Shareholders' approval of the amended draft of Charter.

Please refer to the attached document.

#### 11. Amendments to the Internal Regulations on Corporate Governance

In order to comply with provisions of the Law on Enterprises No. 59/2020/QH14; Law on Securities No. 54/2019/QH14; Circular No. 116/2020/TT-BTC and other relevant guidance documents, the Board of Directors would like to seek Shareholders' approval of the amended draft of Internal Regulations on Corporate Governance.

Please refer to the attached document.

#### 12. Operation Regulations of the Board of Directors

In order to comply with new regulations of the Law on Enterprises No. 59/2020/QH14 and Law on Securities No. 54/2019/QH14, the Board of Directors would like to seek Shareholders' approval of the Operation Regulations of the Board of Directors.

Please refer to the attached document.

#### 13. Dismissal of members of the Board of Directors

Please refer to the attached document.

#### 14. Election for additional members of the Board of Directors

Please refer to the attached document.

Respectfully yours,

ON BEHALF OF THE BOARD OF DIRECTORS



Koh Poh Tiong





## SAIGON BEER - ALCOHOL - BEVERAGE CORPORATION

### PROPOSAL ON TRANSACTIONS BETWEEN SABECO AND ITS SUBSIDIARIES, JOINT VENTURES, AND ASSOCIATES WITHIN SABECO'S SYSTEM

To: Shareholders of Saigon Beer – Alcohol – Beverage Corporation

Pursuant to the Law on Enterprises No. 59/2020/QH14 passed on June 17, 2020;

Pursuant to the Law on Securities No. 54/2019/QH14 passed on November 26, 2019;

Pursuant to the Charter of Saigon Beer - Alcohol - Beverage Corporation ("SABECO"),

To create flexibilities for business operations of Saigon Beer – Alcohol – Beverage Corporation (SABECO) yet still comply with the relevant laws and internal regulations in relation to related party transactions, the Board of Directors would like to submit to the General Meeting of Shareholders for approval of the followings:

1. Approve contracts and transactions within SABECO's system including but not limit to transactions between SABECO and (i) Saigon Beer Trading Limited Company (SATRACO), SA BE CO Mechanical Co., Ltd (MESAB), the Regional Saigon Beer Trading Joint Stock Companies; (ii) Co-production units and (iii) joint ventures, associates within SABECO's system with respect to the followings:
  - a. Sale and purchase of SABECO's beer products;
  - b. Sale and purchase of the packaging printed with SABECO trademark;
  - c. Sale and purchase of raw materials for producing SABECO's Beer;
  - d. Sale and purchase of point of sales material (POSM) for marketing and the consumption of SABECO's beer products;
  - e. Provisions of transportation service for transporting the SABECO's productive raw materials and/or transporting SABECO's beer products, packages, crates, pallets, point of sales materials for the SABECO's beer production and consumption.

(all contracts, transactions mentioned above are referred as "Transactions")

The above Transactions are conducted based on the following conditions:

- These Transactions are served for the regular businesses and/or essential for the daily businesses operations of SABECO, Saigon Beer Trading Limited Company (SATRACO), SA BE CO Mechanical Co., Ltd (MESAB), the Regional Saigon Beer Trading Joint Stock Companies; subsidiaries, joint ventures, associates and other companies having capital contributed by SABECO in SABECO's system.
  - These Transactions must be carried out in accordance with normal commercial terms and conditions and no harm to the interests of SABECO.
2. Authorize the Board of Directors and permit Board of Directors to reauthorize General Director and Deputy General Directors of SABECO for the following implementations:
    - a. Decide on specific terms and conditions of the Transactions and contracts, agreements, documents related to the Transactions, including agreements of amendment, supplement, replacement, termination of the Transactions (if any) in accordance with the conditions prescribed in Section 1 mentioned above; and
    - b. Sign and execute the Transactions and other documents related to the Transactions, including agreements of amendment, supplement, replacement, termination of the Transactions (if any) in accordance with the conditions prescribed in Section 1 mentioned above.

Respectfully yours,

ON BEHALF OF THE BOARD OF DIRECTORS



CHAIRMAN

Trần Văn Trung



## SAIGON BEER - ALCOHOL - BEVERAGE CORPORATION

### PROPOSAL ON DISMISSAL OF MEMBERS OF THE BOARD OF DIRECTORS

To: Shareholders of Saigon Beer – Alcohol – Beverage Corporation

Pursuant to the Law on Enterprises No. 59/2020/QH14 passed on June 17, 2020;

Pursuant to the Charter of Saigon Beer - Alcohol - Beverage Corporation ("SABECO");

Pursuant to Official Letter No. 609/DTKD-V-DT3 dated April 15, 2021 of State Capital Investment Corporation on proposing additional agenda for 2021 General Meeting of Shareholders of SABECO,

The Board of Directors would like to submit to shareholders for approval of dismissing the following members of the Board of Directors:

1. Mr. Nguyen Tien Dung
2. Mr. Luong Thanh Hai

Respectfully yours,

ON BEHALF OF THE BOARD OF DIRECTORS



Kon Poh Tiong



**SAIGON BEER - ALCOHOL - BEVERAGE CORPORATION**

**PROPOSAL ON ELECTION OF ADDITIONAL MEMBERS OF  
THE BOARD OF DIRECTORS**

To: Shareholders of Saigon Beer – Alcohol – Beverage Corporation

Pursuant to the Law on Enterprises No. 59/2020/QH14 passed on June 17, 2020;

Pursuant to the Charter of Saigon Beer - Alcohol - Beverage Corporation ("SABECO");

Pursuant to the Official Letter No. 609/DTKDV-DT3 dated April 15, 2021 of State Capital Investment Corporation on proposing additional agenda for 2021 General Meeting of Shareholders of SABECO,

The Board of Directors would like to submit to shareholders for approval of election of additional members of the Board of Directors as follows:

- Number of additional members of the Board of Directors: 02 persons
- Term of additional members of the Board of Directors: 2018-2023
- List of candidates for members of the Board of Directors:

**1. MR. LE THANH TUAN**

Date of birth: 22/05/1979

Nationality: Vietnamese

Ethnic: Kinh

Address: 151 Thuy Khe, Tay Ho District, Ha Noi

Education: Master

Number of SAB shares owned: 0 shares

**2. MS. NGO MINH CHAU**

Date of birth: 05/12/1988

Nationality: Vietnamese

Ethnic: Kinh

Address: No. 64B, Sub-quarter No. 12, Residential Subdivision No. 2, Thu Le Village, Ngoc Khanh Ward, Ba Dinh District, Ha Noi

Education: Master

Number of SAB shares owned: 0 shares

Respectfully yours,

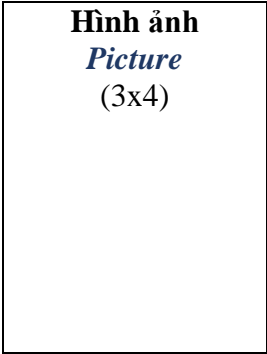
**ON BEHALF OF THE BOARD OF DIRECTORS**



**CHAIRMAN**

Kon Poh Tiong

CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM  
Độc Lập – Tự Do – Hạnh Phúc  
SOCIALIST REPUBLIC OF VIETNAM  
Independence - Freedom - Happiness  
-----o0o-----



SƠ YẾU LÝ LỊCH  
CURRICULUM VITAE

Ứng cử viên/Candidate for: Thành viên hội đồng quản trị/Member of  
the Board of Directors

Họ và tên/Full name	Le Thanh Tuan	
Giới tính/Gender	Male	
Ngày sinh/Date of birth	22 May 1979	
Nơi sinh/Place of birth	Hanoi	
CMND/Hộ chiếu/Thẻ căn cước Identity card/Passport		
Ngày cấp/Date of issue	22 June 2017	
Nơi cấp/Place of issue	Police Department on Residence Management and National Data on Population	
Quốc tịch/Nationality	Vietnamese	
Dân tộc/Ethnic group	Kinh	
Địa chỉ thường trú Permanent residence address	151 Thuy Khe, Tay Ho District, Hanoi	
Điện thoại/Telephone		
Trình độ học vấn Education	Master	
Trình độ chuyên môn Qualifications		
Quá trình công tác Working experience	Period	Position
	07/2002 – 12/2005	Specialist, Asia Pacific Department, Ministry of Industry and Trade
	01/2006 – 07/2007	Master of Finance, University of Sydney, Australia
	02/2008 – 01/08/2012	Specialist, Investment Department 3, State Capital Investment Corporation

	01/08/2012 - 15/06/2015	Deputy Head, Investment Department 3, State Capital Investment Corporation
	15/6/2015 - 01/09/2015	Deputy Head, Investment Department 4, State Capital Investment Corporation
	01/09/2015 - present	Head, Investment Department 4, State Capital Investment Corporation
Chức vụ hiện tại tại SABECO (nếu có) <i>Current positions at SABECO (if any)</i>	None	
Các chức vụ hiện đang nắm giữ tại tổ chức <i>Current positions at other organizations</i>	<ul style="list-style-type: none"> <li>- Chairman of the Board of Directors, Dien Bien Tourism-Trade-Services Joint Stock Company;</li> <li>- Chairman of the Board of Directors, Vietnam Electronics and Informatics Corporation;</li> <li>- Chairman of the Board of Directors, Electric Machine Joint Stock Company</li> </ul>	
Số CP SAB nắm giữ <i>Number of SAB shares owned</i>	0 cổ phần/ <i>shares</i>	
+ Đại diện sở hữu <i>Representing ownership</i>	0 cổ phần/ <i>shares</i>	
+ Cá nhân sở hữu <i>Individual ownership</i>	0 cổ phần/ <i>shares</i>	
Những người liên quan có nắm giữ cổ phiếu SAB <i>Related persons holding SAB shares</i>	<ul style="list-style-type: none"> <li>- Tên người liên quan: .....</li> <li>- Mối quan hệ: .....</li> <li>- Nắm giữ: ..... cổ phiếu SAB;</li> </ul>	
	<i>None</i> <ul style="list-style-type: none"> <li>- <i>Name of related person:</i> .....</li> <li>- <i>Relationship:</i> .....</li> <li>- <i>Holding:</i> .....<i>SAB shares;</i></li> </ul>	
Các cam kết nắm giữ (nếu có) <i>Holding commitments (if any)</i>	<i>None</i>	
Các lợi ích có liên quan đến SABECO (nếu có) <i>Benefits related to SABECO (if any)</i>	<i>None</i>	



Tôi cam đoan những lời khai trên đây là hoàn toàn đúng sự thật, nếu sai tôi hoàn toàn chịu trách nhiệm trước pháp luật và cam kết thực hiện nhiệm vụ một cách trung thực nếu được bầu làm thành viên Hội đồng quản trị.

*I hereby certify that the above statements are true and accurate, I shall take full responsibility by the law and commit to duty of honest performance if elected as a Member of the Board of Directors.*

....., ngày ..... tháng ..... năm 2021

*Hanoi, date 15 month 4, 2021*

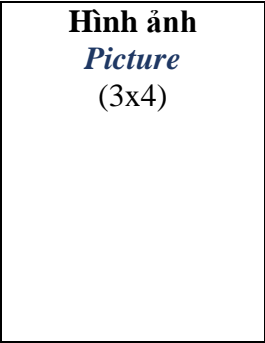
**Người khai ký tên, ghi rõ họ tên**

***Signature and full name of the declarant***

- Signed -

Le Thanh Tuan

CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM  
Độc Lập – Tự Do – Hạnh Phúc  
SOCIALIST REPUBLIC OF VIETNAM  
Independence - Freedom - Happiness  
-----o0o-----



SƠ YẾU LÝ LỊCH  
CURRICULUM VITAE

Ứng cử viên/Candidate for: Thành viên hội đồng quản trị/Member of  
the Board of Directors

Họ và tên/Full name	Ngo Minh Chau		
Giới tính/Gender	Female		
Ngày sinh/Date of birth	05 December 1988		
Nơi sinh/Place of birth	Hanoi		
CMND/Hộ chiếu/Thẻ căn cước Identity card/Passport			
Ngày cấp/Date of issue	8 August 2013		
Nơi cấp/Place of issue	Police Department on Residence Management and National Data on Population		
Quốc tịch/Nationality	Vietnamese		
Dân tộc/Ethnic group	Kinh		
Địa chỉ thường trú Permanent residence address	No. 64B, Sub-quarter No. 12, Residential Subdivision No. 2, Thu Le Village, Ngoc Khanh Ward, Ba Dinh District, Hanoi		
Điện thoại/Telephone			
Trình độ học vấn Education	Master		
Trình độ chuyên môn Qualifications	Corporate Finance/Finance – Investment		
Quá trình công tác Working experience	Period	Position	
	09/2010 - 08/2013	Specialist, Investment Department 3, State Capital Investment Corporation	
	09/2013 - 09/2014	Master of Finance – Investment, University of Edinburg, UK	
	10/2014 - present	Specialist, Investment Department 3, State Capital Investment Corporation	

Chức vụ hiện tại tại SABECO (nếu có) <i>Current positions at SABECO (if any)</i>	None
Các chức vụ hiện đang nắm giữ tại tổ chức <i>Current positions at other organizations</i>	Member of the Supervisory Board, Benovas Cancer Drugs Joint Stock Company
Số CP SAB nắm giữ <i>Number of SAB shares owned</i>	0 cổ phần/ <i>shares</i>
+ Đại diện sở hữu <i>Representing ownership</i>	0 cổ phần/ <i>shares</i>
+ Cá nhân sở hữu <i>Individual ownership</i>	0 cổ phần/ <i>shares</i>
Những người liên quan có nắm giữ cổ phiếu SAB <i>Related persons holding SAB shares</i>	- Tên người liên quan: .....; - Mối quan hệ: .....; - Nắm giữ: ..... cổ phiếu SAB;
	<i>None</i> - <i>Name of related person:</i> .....; - <i>Relationship:</i> .....; - <i>Holding:</i> .....SAB shares;
Các cam kết nắm giữ (nếu có) <i>Holding commitments (if any)</i>	None
Các lợi ích có liên quan đến SABECO (nếu có) <i>Benefits related to SABECO (if any)</i>	None

Tôi cam đoan những lời khai trên đây là hoàn toàn đúng sự thật, nếu sai tôi hoàn toàn chịu trách nhiệm trước pháp luật và cam kết thực hiện nhiệm vụ một cách trung thực nếu được bầu làm thành viên Hội đồng quản trị.

*I hereby certify that the above statements are true and accurate, I shall take full responsibility by the law and commit to duty of honest performance if elected as a Member of the Board of Directors.*

....., ngày ..... tháng ..... năm 2021  
*Hanoi, date 15 month 4, 2021*

**Người khai ký tên, ghi rõ họ tên**

***Signature and full name of the declarant***

- Signed –

Ngo Minh Chau