

Hanoi, March 29<sup>th</sup>, 2019

**INVITATION TO ANNUAL GENERAL MEETING OF  
SHAREHOLDERS IN YEAR 2019**

To: Shareholders of PetroVietnam Power Services Joint Stock Company

Board of Directors of PetroVietnam Power Services Joint Stock Company (PVPS) has the honor to inform and invite PVPS's shareholders to attend the Annual General Meeting of shareholders in year 2019 with the following information:

- 1. Time:** 8.30am on April 16<sup>th</sup> 2019
- 2. Place:** 7th Floor, HH3 Building, My Dinh 1 ward, Nam Tu Liem District, Hanoi, Vietnam.
- 3. Participants:** All of shareholders named in the list of ownership of PVPS's shares until the date of March 27<sup>th</sup> 2019 provided by Vietnam Security Deposit (VSD).

*(All of travel costs and accommodation will be paid by shareholders)*

**4. Contents:** According to the Agenda of the annual general meeting of shareholders.

**5. Authorize to participate:**

In the case of not attending for any reason, the shareholders can authorize to other person to participate (according to Authorize Letter of PVPS).

Please take the necessary papers with the shareholders or authorized person when coming: Invitation, Identify Card or Passport, Authorize letter (if any) in order to make the registration procedure to attend the meeting.

**6. To make the organization thoughtfully, PVPS recommend the Shareholders or authorized persons sending Attending Confirmation before 5.pm on April 12<sup>nd</sup> 2019 (according to the form attached) by Fax, email or courier to:**

- PetroVietnam Power Services Joint Stock Company (PVPS).
- Address: 7<sup>th</sup> Floor, HH3 Building, My Dinh 1 Ward, Nam Tu Liem District, Hanoi, Vietnam.
- Tel: 024. 37878136 Fax: 024. 37878185 Email: [ngocttm@pvps.vn](mailto:ngocttm@pvps.vn)



7. All of documents of shareholder's meeting: will be posted in the PVPS's website at: <http://www.pvps.vn>

Yours sincerely,

On behalf of the Board of Directors



Phan Ngoc Hien  
Chairman

*Attached file:*

- Agenda of the annual general meeting;
- Authorized letter. *dy*

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**SOCIAL REPUBLIC OF VIETNAM**  
**Independence-Freedom-Happiness**

**CERTIFICATE**  
**PARTICIPANTS / AUTHORIZED TO ATTEND**

To: The Organizers of The Annual Meeting of Shareholders 2019 –PV Power Services

**1. Attending confirmation to The Annual Meeting of Shareholders- PVPS.**

Shareholder's name:.....

BR Code/ID No: .....Dated: ...../...../.....Place:.....

Address: .....

Tel: .....

I am/ We are owning..... shares (By word:.....)

**2. Authorizing to attend the Meeting:**

We are / I am :.....

BR Code/ID No: .....Dated: ...../...../.....Place:.....

Address: .....

Tel: .....

I am/ We are owning..... shares (By word:.....)

**3. Or Authorized to attend one in two members of the BODs as following :**

Mr. Phan Ngoc Hien - Chairman of Board of Directors - PV Power Services

Mr. Nguyen Minh Tuan - Director - Members of Board of Directors

Number of shares authorized: ..... shares .

(By words: .....) )

**Content authorized by:**

The attorney represents The Authorized to attend 2019 PV Power Services's The Annual General Meeting of Shareholders and implement all the Rights and the Duties relating to the number of authorized shares.

We committed to comply strictly PV Power Services's Regulation, we also take responsibilities under The Law for making this Authorization as well as committee not to provide any complaints or lawsuits to PV Power Services./.

....., date ..... month..... year 2018

**Authorized person**  
(Signature and full name)

**Shareholders**  
(Signature and name, stamp if the organization)

**Note:** The number of owning shares as list closed in March 26<sup>th</sup>, 2018. If the shareholders authorized the Directors, the Chairman of The Board of Directors, please mark X in the box.

The original Authorization letter must be sent to The Organizing Committee before 5.00'p.m in 13<sup>rd</sup> April, 2018.

Address: PetroVietnam Power Services Joint Stock Company, 7th floor, HH3 Building, My Dinh 1 ward, Nam Tu Liem district, Hanoi, Viet Nam.

Tel: 84-2437878186 Fax: 84-2437878185

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**PROGRAM**  
**OF THE ANNUAL MEETING OF SHAROLDERS IN YEAR 2018**  
**PETROVIETNAM POWER SERVICES JSC**  
**Time: 8h30 am, 16<sup>th</sup> April, 2019**

No	TIME	CONTENT	HOST
<b>I</b>	<b>Opening procedure</b>		
1	8:00	Guests and Shareholders Welcoming.	Organizing Committee
		Shareholders register attend the Meeting, receive the Documents and the Vote.	
2	8:30	Opening meeting: Assembly, Statement of reason, Participants introduction.	MC
3	8:40	Report on the inspection result of Shareholders to attend the Meeting.	Control Committee as Shareholders
4	8:45	Introducing and Approving Presidium, Secretariat.	MC
5	8:55	Regulation of Work and Agenda of The General Meeting of Shareholders.	Control Committee
<b>II</b>	<b>Contents</b>		
6	9:00	Report on Production and Business performance for the year 2018 by Directors, Production and Business plan for the year 2019;	Director
7	9:10	Report on Operating for the year 2018 by Board of Directors and the plan for the year 2019;	Chairman
8	9:20	Report on Operating by Board of Supervisor for the year 2018 and the plan for year 2019;	Control chief

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9	9:30	Report on Financial Statement in year 2019;	Chief Accountant
10	9:40	Profit distribution 2018 and the plan in year 2019;	Chief Accountant
11	9:50	Remuneration for Board of Directors, Supervisory Board in year 2018 and Remuneration plan in year 2019;	Chief Accountant
12	10:00	The selection of audit firm for the fiscal year 2019;	Control Committee
13	10:25	The General Meeting discuss and approve the Proposals;	Presidium
14	10:35	Introducing and Approving The Voting Committee;	Presidium
15	10:45	Breaks;	Organization Committee
16	11:00	Announce the Result of The Vote counting.	The Voting Committee
<b>III</b>	<b>Summarizing</b>		
17	11:10	Approval on The General Meeting's Minute and Resolution.	Meeting Secretary, Presidium
18	11:30	Closing Meeting	Organization Committee
<b>IV</b>	<b>Ending</b>		