

Hanoi, March 29<sup>th</sup>, 2021

INVITATION TO ANNUAL GENERAL MEETING OF  
SHAREHOLDERS IN YEAR 2021

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 2021 with the following information:

- 1. Time:** 8.30am on April 23<sup>th</sup> 2021
- 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 24<sup>th</sup> 2021 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 21<sup>st</sup> 2021 (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: [ngoctm@pvps.vn](mailto:ngoctm@pvps.vn)

7. All of documents of shareholder's meeting: will be posted on the PV Power Services's website: <http://www.pvps.vn>

Yours sincerely,

On behalf of the Board of Directors

Attached file:

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



**Bui Duy Nhi**  
Chairman

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

**CERTIFICATE**  
**PARTICIPANTS / AUTHORIZED TO ATTEND**  
**To: Petro Vietnam Power Services Joint Stock Company**

**1. Attending confirmation to The Annual Meeting of Shareholders- PV Power Services.**

Shareholder's name:.....  
BR Code/ID No: .....Dated: ...../...../.....Place:.....  
Address: .....  
Tel: .....  
.....  
I am/ We are owning..... shares (By word:.....)

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**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:.....)

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

- Mr. Bui Duy Nhi - Chairman of Board of Directors - PV Power Services
- Mr. Vu Anh Tuan - Director - Members of Board of Directors

Number of shares authorized: ..... shares .  
(By words: .....)

**Content authorized by:**

The attorney represents The Authorized to attend 2021 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 2021

**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 24<sup>th</sup>, 2021. 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 21<sup>st</sup> April, 2021.

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 2021**  
**PETROVIETNAM POWER SERVICES JSC**

Time: 8h30 am, 23<sup>th</sup> April, 2021

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	8:35	Report on the inspection result of Shareholders to attend the Meeting	Control Committee as Shareholders.
4	8:40	Introducing and Approving Presidium, Secretariat	MC
5	8:45	Regulation of Work and Agenda of The General Meeting of Shareholders.	Control Committee
<b>II</b>	<b>Contents</b>		
6	8:50	Report on Production and Business performance for the year 2020 by Directors, Production and Business plan for the year 2021;	Director
7	9:00	Report on Operating for the year 2020 by Board of Directors and the plan for the year 2021;	Chairman
8	9:10	Report on Operating by Board of Supervisor for the year 2020 and the plan for year 2021;	Control Committee
9	9:20	Report on Financial Statement in year 2020;	Control Committee
10	9:30	Profit distribution 2020 and the plan in year 2021;	Control Committee

No	TIME	CONTENT	HOST
11	9:35	Remuneration for Board of Directors, Supervisory Board in year 2020 and Remuneration plan in year 2021;	Control Committee
12	9:40	The selection of audit firm for the fiscal year 2021;	Control Committee
13	9:45	Proposal on the addition of business lines in the Certificate of Business registration	Control Committee
14	9:50	Proposal on production and business strategy for the period 2021-2025, orientation to 2035 of the Company	Control Committee
15	10:00	Proposal on the approval of amendments to the Company Charter	Control Committee
16	10:10	Proposal on the approval of the Regulations Governance PV Power Services	Control Committee
17	10:20	Proposal on the approval of the Operation Regulations of the Board of Directors	Control Committee
18	10:30	Proposal on the approval of Operation Regulations of the Board of Supervisor	Control Committee
19	10:35	The General Meeting discuss and approve the Proposals;	Control Committee
20	10:50	Introducing and Approving The Voting Committee; Voting program	Control Committee
21	10:55	Breaks;	Organization Committee
22	11:15	Announce the Result of The Vote counting.	The Voting Committee
<b>III</b>	<b>Summarizing</b>		
18	11:30	Approval on The General Meeting's Minute and Resolution.	Meeting Secretary, Presidium
19	11:40	Closing Meeting	Organization Committee