

Hanam, 3rd April 2018

INVITATION LETTER  
ANNUAL MEETING FOR SHAREHOLDERS 2018

To Shareholder: .....  
Shareholder code: .....  
Address: .....  
Contact No: .....

BOARD OF DIRECTORS FECON MINING JOINT STOCK COMPANY

Sincerely invite : .....  
Ownership no : .....  
No of shares : .....

To attend ANNUAL MEETING FOR SHAREHOLDERS 2018

1. Time: 8.30am, Saturday 28<sup>th</sup> April 2018.
2. Location: Thi Son Industrial Zone, Thi Son, Kim Bang, Hanam.
3. Content: Agenda of Meeting (as per Attachment)
4. Condition for attending: All shareholders own stocks of Fecon Mining joint stock company (FCM) has the name on the List of Vietnam Securities Depository Center, posted on the last day of registration 26<sup>th</sup> Mar 2018. (Shareholders who cannot attend the meeting can authorize to another person to attend. The proxy cannot authorize to the third person).
5. Meeting Agenda and materials for Meeting are published on Company's Website at: www.feconmining.com.vn (10 days prior to the date of the Meeting)
6. In order to support shareholders to attend the Meeting, we could arrange the cars for transportation from CEO Building to the company and vice versa. If you would like to use our transportation, please kindly fill in the Registration Form attached, detailed schedule as follows:
  - Departure time: 7.00 on 28/4/2018 at CEO Building, HH2-1, Me Tri Ha Urban Area, Pham Hung, Nam Tu Liem, Hanoi.
  - Return: Expected arrive at CEO Building at 15h30 on 28/04.2018.
  - For all other information, please contact:

FECON MINING JOINT STOCK COMPANY

Address: Thi Son Industrial Zone, Thi Son, Kim Bang, Hanam

Secretary of BOD: Nguyễn Hữu Thiều

Contact No: 0226.3533 038 (Ext:122); Fax: 0226. 3533897

Email: thieunh@fecon.com.vn

In order to facilitate the Meeting, please kindly confirm your attendance *via phone* or *directly confirm your attendance/authorization via post for fax* to Fecon Mining Corporation by 12pm 24/04/2018.

It is our pleasure to welcome you!

Notes:

Shareholder attend the meeting, please bring the following documents:

1. Invitation Letter;
2. ID Card/Passport/Business License (in case of directly attendant);
3. Authorization Letter and copy of ID Card/Passport/ Business License (in case of authorized attendant).

ON BEHALF OF BOARD OF DIRECTOR  
CHAIRMAN



Ha The Phuong



**DRAFTED AGENDA  
ANNUAL MEETING FOR SHAREHOLDERS 2018  
FECON MINING JOINT STOCK COMPANY**

**Time: 08.30 am – Saturday 28<sup>th</sup> April 2018**

**Place: Head office at Thi Son Industrial Zone, Thi Son commune,  
Kim Bang district, Ha Nam province**

No	Time	Content
1	08h00- 08h30	- Greetings and checking shareholders' status
2	08h30- 09h00	- Head of shareholder's check read the minutes of checking shareholders' status, declare the legality and validity of Meeting - Introduce Board of Directors and Secretariat - Briefly introduce agenda and regulations of the Meeting - Opening the Meeting
3	09h00- 10h50	<b><u>Presentation of reports:</u></b> - Report on Business performance of 2017, Action plan for 2018 - Operational report of Board of Directors (BOD) in 2017, Action plan for 2018 Report of independent Board members. - Operational report of Supervision Board (SB) in 2017, Action Plan for 2018
4	09h50- 10h30	<b><u>Presentation of Statements:</u></b> - Audited Financial Statements 2017 - Statement on Profit distribution of 2017 - Statement on business and production plan and profit distribution plan for 2018. - Statement of remuneration for BOD, SB and Secretary of BOD in 2017; remuneration distribution plan for BOD, SB and Secretary of BOD for 2018. - Statement for Financial Statement's Auditor selection for 2018 - Statement for Amendment of company's charter
6	10h30- 11h10	- Q&A session - Voting for content of Reports & Statements
7	11h10-11h25	- Tea-break and votes counting
8	11h25- 12h50	- Announcement of Voting results - Approval for Minutes of Meeting and Resolutions of General meeting of Shareholders - Closing the Meeting



CONFIRMATION OF ATTENDANCE/ AUTHORIZATION LETTER

To: Committee of Annual Meeting for Shareholders 2018  
FECON MINING JOINT STOCK COMPANY

A. Shareholder Information:

Name:.....  
ID/Business License No:.....Issue on..... At.....  
Address:.....  
Contact No:.....  
Number of shares:.....Shares  
(In words:.....)

- 1. Confirmation of Attendance (Tick “X”):
- 2. Authorization of Attendance (Tick “ X”):

B. Authorized person: (Choose 1 in 2 options)

Option 1: Authorize for another person to attend the meeting

Name:.....  
ID/Business License No:.....Issue on..... At.....  
Address:.....  
Contact No:.....

Option 2: Authorize for one of the Board of Director FECON Mining joint stock company: Tick “X”  
in one of the following boxes:

- Mr. Hà Thế Phương – Chairman of BOD (ID No: 012567169 issued on 14/5/2010);
- Mr. Phạm Trung Thành – Member of BOD and Director (ID No: 162131937 issued on 21/6/2010);

Authorization Content:

- Number of shares:.....Shares  
(In words:.....)
- Authorized Party shall represent the Authorize Party to attend the Annual Meeting for Shareholders 2018 of FECON Mining joint stock company and shall carry out all rights and obligations at the Annual Meeting of Shareholders related to number of authorized shares.

We are hereby undertake to fully comply with regulations of FECON Mining joint stock company and take all responsibilities under the law for this authorization./.

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

AUTHORIZED PARTY  
(Signature and Full name)

AUTHORIZE PARTY  
(Signature and Full Name, Seal in case of Corporation)

Notes: In case Shareholders authorized for another person to attend the Annual Meeting for Shareholders, please fill in Part B.

**SOCIALIST REPUBLIC OF VIETNAM**  
**Independence – Freedom – Happiness**



**AUTHORIZATION ON**

**ATTENDING THE ANNUAL GENERAL MEETING IN 2018**  
**FECON MINING JOINT STOCK COMPANY**  
**(applicable to a group of shareholders)**

**To: Committee of Annual Meeting for Shareholders 2018**  
**FECON Mining joint Stock Company**

We are Shareholders of FECON Mining joint Stock Company, jointly hold.....shares, our names are referred as below:

Full name	ID Card No/ ERC No.	Permanent Residence address	Number of Owned shares	Sign/stamp
<b>Total of shares</b>				

Jointly authorize:

Full name:.....

ID Card No:.....issued on.....at.....

Address:.....

To represent us to attend the Annual Meeting of Shareholders 2018 of the FECON Mining Joint Stock Company and vote on all issues respectively with our owned shares

We undertake to comply strictly with provisions of the Charter of the FECON Mining joint Stock Company and shall bear all responsibilities regarding this authorization under the laws./.

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

ATTORNEY

(Sign and full name)



SOCIALIST REPUBLIC OF VIETNAM

Independent – Freedom - Happiness

**CAR REGISTRATION FOR MEETING  
ANNUAL MEETING FOR SHAREHOLDERS IN 2018  
FECON MINING JOINT STOCK COMPANY**

To: Fecon Mining Corporation

My name is : .....

ID / Business License No : ..... Contact No:.....

Authorized person : .....ID/Business License No:.....

(in case of authorization)

Address : .....

Would like to register pick up car of Fecon Mining Corp. at 7.00 am at CEO Building, HH2-1, Me Tri Ha Urban Area, Pham Hung, Nam Tu Liem, Ha Noi.

(Return: Expected time arrival at CEO Building 15.30 on 28 April 2018)

....., Date.....Month..... 2018

Registrar  
(Signature and Full name)

**ANNUAL MEETING FOR SHAREHOLDERS 2018**

**FECON MINING JOINT STOCK COMPANY**



# **VOTING NOTE**

**Shareholder's Name:**

**Shareholder's Code:**

**Number of Shares:**