



## SAIGON BANK FOR INDUSTRY AND TRADE

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### APPENDIX B

#### List of nomination and candidacy documents for personnel participating in SAIGONBANK's Board of Supervisors (BOS) for the 2024-2029 term.

| NO. | Documents <sup>1</sup>  | Form/Format <sup>2</sup>         |
|-----|---|----------------------------------|
| 1   | Nomination document for personnel participating in SAIGONBANK's BOS for the 2024-2029 term.   | Original copy                    |
| 2   | Curriculum Vitae (CV)   | Original copy <sup>3</sup>       |
| 3   | - For nominated personnel who are capital representatives:<br>+ List of related parties of the nominating shareholder<br>+ List of related parties of the capital representative<br>- For nominated personnel who are not capital representatives:<br>+ List of related parties of the nominee                                  | Original copy <sup>4</sup>       |
| 4   | - For nominated personnel who are capital representatives:<br>+ Disclosure report on related interests of nominating shareholder<br>+ Disclosure report on related interests of capital representative<br>- For nominated personnel who are not capital representatives:<br>+ Disclosure report on related interests of nominee | Original copy                    |
| 5   | Criminal record of the expected personnel   | Original copy <sup>5</sup>       |
| 6   | List of degrees/certificates proving the professional qualifications of the personnel expected to participate in SAIGONBANK's BOS for the 2024-2029 term.   | Certified true copy <sup>6</sup> |
| 7   | Documents proving the expected personnel for the BOS meet the standards and conditions stipulated in Article 41 of the Law on Credit Institutions.  | Original copy <sup>7</sup>       |
| 8   | Documents proving the fulfillment of "professional ethic" requirement   | Original copy <sup>8</sup>       |
| 9   | ID Card/Passport  | Certified true copy              |

\* Number of documents required: 03 sets.

<sup>1</sup> Document forms are available on SAIGONBANK's website: <https://www.saigonbank.com.vn> – under Investor Relations – Shareholder information/news.

<sup>2</sup> Documents must be done in Vietnamese. In case of documents issued, notarized, or certified by competent authorities or organizations in foreign countries, they must be legalized by consular authorities in accordance with Vietnamese law (except in cases where consular legalization is waived according to the law on consular legalization) and translated into Vietnamese; Translated documents must have the translator's certified signature in accordance with the law; Copies of documents of expected personnel for election, appointment must be copies from the original registration/book or certified true copy of the original documents according to the law; Documents that are done by expected personnel for election, appointment must have signature certification in accordance with the law.

<sup>3</sup> According to the form prescribed in Circular No. 20/2025/TT-NHNN dated July 31, 2025.

<sup>4</sup> According to the form prescribed in Circular No. 20/2025/TT-NHNN dated July 31, 2025.

<sup>5</sup> Criminal record certificate of expected personnel for election, appointment:

a) For those with Vietnamese nationality: The criminal record certificate must be issued by the agency managing the criminal record database and contain complete information on the criminal record status (including expunged and unexpunged convictions) and information on prohibitions from holding office, establishing, or managing businesses or cooperatives.

b) For those without Vietnamese nationality: Criminal record certificate or equivalent document (containing complete information on criminal record status; information on prohibitions from holding office, establishing, or managing businesses or cooperatives) must be issued by a competent authority of Vietnam or a competent authority of a foreign country in accordance with regulations. In case the criminal record certificate or equivalent document issued by a competent foreign authority does not contain information on prohibiting the holding of office, establishment, or management of a business or cooperative, the owner (for commercial bank and non-bank credit institution that is single-member limited liability company), contributing member (for commercial bank and non-bank credit institution that is limited liability company with two or more members), shareholder, group of shareholders, Board of Directors, Supervisory Board (for commercial bank and non-bank credit institution that is joint-stock company) nominating expected personnel must present a written explanation stating that no competent authority in the country that issued the criminal record certificate or equivalent document has provided such information, and commit to being legally responsible for ensuring that the expected personnel do not fall under any cases of prohibition from holding office as stipulated in the Law on Credit Institutions.

The criminal record certificate or equivalent document as stipulated in Points a and b of this Clause must be issued by the competent authority no more than 06 months before the commercial bank or non-bank credit institution submits the proposal for approval of the expected personnel list.

Expected personnel are allowed to present an electronic criminal record certificate issued through VNeID (electronic identification and authentication application), or submit an electronic criminal record certificate in accordance with the law.

<sup>6</sup> Degrees/certificates of personnel with Vietnamese nationality issued by foreign educational institutions must be recognized by the Ministry of Education and Training in accordance with relevant laws.

<sup>7</sup> Detailed regulations are stipulated in Clause 9, Article 7 of Circular No. 20/2025/TT-NHNN dated July 31, 2025.

Documents proving fulfillment of standard and requirement of “have at least 3 years’ experience of working directly in banking, finance, accounting or audit field” for expected personnel who hold positions of members of board of supervisors in commercial banks and non-bank credit institutions under Point c Clause 3 Article 41 of the Law on Credit Institutions: Documents of competent representatives of previous or current employers of expected personnel verifying that expected personnel work directly in banking, finance, accounting or audit field and duration in which they work in these fields or copies of documents proving fields of work and duration in which expected personnel work in these fields.

<sup>8</sup> Detailed regulations are stipulated in Clause 11, Article 7 of Circular No. 20/2025/TT-NHNN dated July 31, 2025.

Documents proving fulfillment of “professional ethic” requirement:

a) Evaluation and commitment of expected personnel for election, appointment pertaining to fulfillment of “professional ethic” under Article 6 compliant with Appendix I attached hereto;

b) Written assessment of credit institutions and foreign bank branches where expected personnel used to work using form under Appendix IV attached hereto, unless the credit institutions and foreign bank branches have been dissolved, acquired, or merged.