



## PETROVIETNAM GENERAL SERVICES JOINT STOCK CORPORATION

6<sup>th</sup> floor, PetroVietnam tower, 1-5 Le Duan St., Ben Nghe ward, District 1, Ho Chi Minh city, Viet Nam  
Business registration certificate No. 0300452060 issued by Ho Chi Minh city Planning and Investment Department

### INVITATION LETTER ANNUAL GENERAL MEETING OF SHAREHOLDER 2019 PETROSETCO

**Dear shareholders,**

PetroVietnam General Services Joint Stock Corporation's Board of Directors would like to invite Shareholders of the Company to the 2019 annual general meeting (AGM) being held on:

1. **Time:** 8:30, Friday, 26<sup>th</sup> April 2019
2. **Venue:** GEM Center, 8 Nguyen Binh Khiem Street, District 1, Ho Chi Minh City, Vietnam.
3. **The procedure of participation:** Shareholders or Authorized representatives shall be kindly requested to present invitation letter, ID card (or Passport) and Proxy letter (if any).

4. **Meeting agendas:**

- To acknowledge Performance Reports of Board of Directors, Management Board, and Supervisory Board for the year 2018;
- To acknowledge the Corporation's Operation Results and Audited Consolidated Financial Statements for the year ending 31<sup>st</sup> December 2018;
- To consider and approve allocation of net profit of the year 2018;
- To discuss and approve the corporation's planning for the year 2019;
- To discuss and approve the remuneration for Board of Directors, Management Board and Supervisory Board in 2018 and for the year 2019;
- To discuss and approve 2019 Appropriation to company's reserves;
- To discuss and approve the Company's model of replacing Supervisory Board with Internal Audit;
- To approve amendments to the Company's Charter;
- Other agendas within the rights of Shareholders' meeting.

5. Invitation letter, authorization letter, documents for AGM: kindly refer to the Company's website for details - Investor/Annual General Meeting ([www.petrosetco.com.vn](http://www.petrosetco.com.vn)).

6. Please kindly confirm your participation before 11:00, 25<sup>th</sup> April 2019 via Phone, Mail or Email to the following address:

PETROVIETNAM GENERAL SERVICES JOINT STOCK CORPORATION

Address: 6<sup>th</sup> Floor, PetroVietnam Tower, 1-5 Le Duan Street, Ben Nghe Ward,  
District 1, Ho Chi Minh City, Vietnam.

Phone number: (84-28).3911 7777 (Ext: 222-Ms Vi or 103-Ms Nhu)

Email: [info@petrosetco.com.vn](mailto:info@petrosetco.com.vn)

Yours sincerely,

Hochiminh city, April 10<sup>th</sup>, 2019

On behalf of the Board of Directors

**Chairman of the Board**

**Phung Tuan Ha**