

Hanoi, 11 July 2013

## **REGULATION**

### **ELECTION OF ADDITIONAL MEMBERS OF THE BOARD OF DIRECTORS OF VIETNAM JOINT STOCK COMMERCIAL BANK FOR INDUSTRY AND TRADE**

- Pursuant to the Law on Enterprise No. 60/2005/QH11 approved by the National Assembly of the Socialist Republic of Vietnam on 29th November 2005;
- Pursuant to the Law on Credit Institutions No. 47/2010/QH12 approved by the National Assembly of the Socialist Republic of Vietnam on 16th June 2010;
- Pursuant to Decree No. 59/ND-CP dated July 16th 2009 of the Government on organization and operation of commercial banks;
- Pursuant to Circular No. 06/2010/TT-NHNN dated 26 February 2010 of The State Bank of Vietnam guiding on the organization, governance, administration, charter capital, transfer of shares, amendment and supplement of certificate and charter of banks;
- Pursuant to the Charter of the Vietnam Joint Stock Commercial Bank for Industry and Trade;
- Pursuant to the Official Dispatch No. 4948/NHNN-TTGSNH, dated 10th July 2013 of the State Bank of Vietnam on the anticipated content proposed to the 2nd extraordinary general meeting of shareholders in 2013 of Vietnam Joint Stock Commercial Bank for Industry and Trade ,

#### **1. Election of additional members to the Board of Directors**

Members of the Board of Directors of VietinBank are additionally elected for the first term of 2009-2014 includes **02 members**;

#### **2. The term of the members of the Board of Directors additionally elected**

The term of the members of the Board of Directors additionally elected is the remaining time of the first term of the Board of Directors (2013-2014).

#### **3. Conditions to become members of the Board of Directors**

***3.1 Members of the Board of Directors must meet the following standards and conditions:***

- Sufficient capacity for civil acts, not subject to being banned from managing the bank in accordance with the law;

- Not under the list of persons who are not permitted to act as members of the Board of Directors of the Bank under the provisions of paragraph 1 of Article 33 of the Law on Credit Institutions 2010 and other provisions of the law;
- Professionally ethical;
- The individual owner or authorized representative who own at least 5% of the charter capital of VietinBank, except for members of the Board of members, the independent members of the Board of Directors; holding one or more university degree in economics, business administration, law; or being a manager for at least 03 years at VietinBank or other enterprises operating in insurance, securities, accounting, auditing or having at least 05 years of working experience directly in the operational units in the field of banking, finance, auditing or accounting;
- Having good health and good moral qualities, honest and have a good understanding of the law.

***3.2 The Board member nominees of VietinBank must be approved by the State Bank of Vietnam in writing and during the time of undertaking their positions as Board members, compliance with standards and conditions prescribed by law and the Charter of VietinBank must be ensured.***

#### **4. Application for Board member nominees**

- Nomination Letter (as per template)
- Curriculum vitae / Criminal clearance record;
- A notarized copies certificates certifying level of education and professions, notarized Vietnamese translation version is required if such certificates are in foreign languages;
- Public report on related interests of candidates;
- List of related persons to candidates as per template
- The others qualifications demonstrating that the candidates have adequate standards and qualifications as prescribed conditions;
- The documents from the Board of Directors of the other credit institution approving the nominated candidates to participate as members of the Board of Directors of VietinBank (in the case the nominee is the manager of the other credit institutions);
- If the elected Board member does not hold the Vietnamese nationality, in addition to the above documents and records, criminal clearance record (or a document of equivalent value) by the competent authority of the country where the foreigners reside before coming to Vietnam. This record must be legalized by the Consulate. If the foreigners have already been residing in Vietnam for 06 months or more, sufficient criminal clearance record should be granted by the Department of Justice of Vietnam where the foreigner is residing.

#### **5. Principles for the election of the Board members**

- By adopting the cumulative voting method, under which each shareholder has a total number of votes corresponding to the total number of shares owned multiplied by the number of elected members of the Board of Directors, shareholders

have the right to put all of their vote for one candidate or split votes for a number of candidates;

- The elected members of the Board of Directors shall be determined by votes from the highest to the lowest, starting from candidates with the highest number of votes until sufficient number of Board members is reached and the elected member must have at least 65% of the total number of votes for each candidate on the total number of voting shares of the shareholders attending the General Meeting of Shareholders;

- If the shareholders want to vote for a candidate, write the number of votes for that candidate to the column "number of votes";

- If the shareholders do not vote for a candidate, either leave the column blank or cross out the column "number of votes";

- Total number of votes for the candidates shall not exceed the total votes permitted by shareholders (*number of shares multiplied by the number of members to be elected*);

- Names of the candidates are printed in the voting card. Where the General Meeting of Shareholders decides to remove or supplement any candidate, the shareholders will rule out that candidate or add that candidate's name to the bottom of the list.

#### **6. Announcing the electing decision.**

- Based on the minutes of the counting of votes, the election results of the Board of Directors will be announced at the meeting;

- The results will be recorded in the Resolution of the General Meeting of Shareholders.

#### **7. Validity**

This Regulation comes into effect immediately after the approval of the General Meeting of Shareholders and will only apply to the election of additional members of the Board of Directors for the term from 2009-2014.

*Hanoi, 11 July 2013*

**ON BEHALF OF THE GENERAL  
MEETING OF SHAREHOLDERS**

**Chairman**

**Pham Huy Hung**