ບໍລິສັດ ສຸວັນນີ ໂຮມເຊັນເຕີ ມະຫາຊົນ
SOUVANNY HOME CENTER PUBLIC COMPANY
PHONETONGSAVAT RD., BAN PHONETONGSAVAT, CHANTHABULY DISTRICT, VIENTIANE CAPITAL
OFFICE TEL: (+856-21) 415645, FAX / TEL: (+856-21) 262984, WWW.SOUVANNY.COM

Souvanny Home Center Public Company

No.0506../SVN
Vientiane Capital, Date 11 March, 2020

Invitation

To: Shareholders of Souvanny Home Center Public Company

Subject: Invitation to the Annual General Shareholders' Meeting of 2019

- According to the Company's Articles of Association dated on 9 October 2015
- According to Board of Directors Meeting of SVN No.1/2020 dated on 17 February 2020

The Company would like to invite all shareholders to attend in the Annual General Shareholders' Meeting of 2019 on 02 April 2020, 02:00 p.m (registration starts at 01:00 p.m) at Meeting Room of Lao Securities Exchange Building, 8 Floor, Phonthan Neua Village, Saysettha District, Vientiane Capital, Lao PDR. The meeting shall consider agendas as in the attachment.

The Company has announced the date, time, agenda and attachments of the Annual General Shareholders' Meeting of 2019 on the websites of the Company (www.souvanny.com) and the Lao Securities Exchange (www.lsx.com.la) and has been announced the closing date of SVN's Shareholder Register Books on 02 March 2020, which were authorized shareholder lists to intend the Meeting and received the dividend.

We are looking forward to your kind attending this meeting

Sincere yours,

Mr. Ounh LASOUKANH
Chairman of the Board

ບໍລິສັດ ສຸວັນນີ ໂຮມເຊັນເຕີ ມະຫາຊົນ
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Invitation for the Annual General Shareholders' Meeting for the year 2019

Thursday, 02 April 2020

Time: 02.00 p.m.

At meeting room, 8th Floor, Lao

Securities Exchange Building,

Phonthan Neua Village,

Saysettha District, Vientiane, Lao P.D.R

Document lists of Invitation for

The Annual General Shareholders' Meeting of 2019

1. Invitation for the Annual General Shareholders' Meeting
2. Proxy
3. Name list, meaning and Independent Director's biography
4. Instruction about the documents and evidence to be presented prior to attending the meeting
5. Attached document in agenda 1: The Extra-ordinary Shareholders' Meeting Report No.01/2019
6. Attached document in agenda 2: The company's financial statement of 2019
7. Attached document in agenda 3: The company's business plan of 2020
8. Attached document in agenda 6: Brief biography of Board director members
9. Map of meeting venue

ບໍລິສັດ ສຸວັນນີ ໂຮມເຊັນເຕີ ມະຫາຊົນ
SOUVANNY HOME CENTER PUBLIC COMPANY
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OFFICE TEL: (+856-21) 415645, FAX / TEL: (+856-21) 262984, WWW.SOUVANNY.COM

Souvanny Home Center Public Company

No.050/SVN
Vientiane Capital, Date 11 March, 2020

To: Shareholders of Souvanny Home Center Public Company
Subject: Invitation to the Anuual General Shareholders' Meeting of 2019

The Company would like to invite all shareholders to attend in the Aannual General shareholders' Meeting of 2019 on 02 April 2020, 02:00 p.m (registration starts at 01:00 p.m) at Meeting Room of Lao Securities Exchange Building, 8 Floor, Phonthan Neua Village, Saysettha District, Vientiane Capital, Lao PDR which agendas are as follow:

1. **To consider and approve the Extra-ordinary Shareholders' Meeting Report No.01/2019 (attached document in agenda 1)**

   Objective and Rationale: To shareholders consider and approve the meeting report that is correct according to the Extra-ordinary Shareholders' Meeting Report No.01/2019 that the more details are in the attached document in agenda 1.

   Board of Directors' opinion: agreed to propose shareholders' meeting should approve the report of the Extra-ordinary Shareholders' Meeting No.01/2019.

   Required vote: Law on Enterprises stipulates that this agenda must be approved by the votes of more than half of the total votes attending the meeting.

2. **To consider and approve the report of the business results of the company for 2019 and a financial draft of the company for 2019; (the Attached file in agenda 2)**

   Objective and Rationale: Pursuant on the article 154 of Enterprises Law Edited Version No. 46/NA, dated 26 December 2013 concerned "Right and Duties of shareholders' meeting which it must approve the 2019 operating result report and the 2019 financial report draft of the Company" which the detail is in the attached file in the agenda 2.
   Board of Directors' opinion: agreed to propose shareholders' meeting should consider and approve the 2019 operating result report and the 2019 financial report draft of the Company that has been audited by external auditor.

   Required vote: Law on Enterprises stipulates that this agenda must be approved by the votes of more than half of the total votes attending the meeting.

3. **To consider and approve the business plan of the Company for the year 2020 (the attched file in agenda 3)**

Objective and Rationale: Pursuant on the article 154 of Enterprises Law Edited Version No. 46/NA, dated 26 December 2013 concerned "Right and Duties of the shareholders' meeting which it must approve the business plan of the Company for the year 2020". the detail is in the attached file in agenda 3

Board of Directors' opinion: agreed to propose shareholders' meeting should consider and approve the business plan of the Company for the year 2020 that has been approved by the executive committee and the Board of Directors.

Required vote: Law on Enterprises stipulates that this agenda must be approved by the votes of more than half of the total votes attending the meeting.

4. **To consider and approve the dividend payment from the operating result for the year 2019**

Objective and Rationale: Pursuant on the article 155 of Enterprises Law Edited Version No. 46/NA, dated 26 December 2013 concerned "The Dividend payment shall be approved by the shareholders' meeting" and the article 16 of the Company's Articles of Association, dated 9 October 2015, defines that "Besides the reserve funds required under the Law on Enterprise article 156, the Company shall reserve fund for 10% of the net profit to be the accumulated fund of the company;

Board of Directors' opinion: According to the operating result of 2019, the Company has a total net profit of LAK 11.209.538.898 after the deduction of reserve fund required by laws and reserve fund required by the Company's Articles of Association which totally for 20% of the net profit, the remaining amount is LAK 8.967.631.118 The Board of Directors agreed to convene to shareholders in order to consider and approve the dividend payment for 16 LAK per share, the remaining amount is LAK 2.690.289.336 and the date of the payment of the dividend is determined as 30 April 2020.

Required vote: Law on Enterprises stipulates that this agenda must be approved by the votes of more than half of the total votes attending the meeting.

5. **To consider and approve the appointment of the external auditor, and determination of remuneration for the year 2020**

Objective and Rationale: Pursuant on the article 154 of Enterprises Law Edited

Version No. 46/NA, dated 26 December 2013 concerned " Rights and Duties of shareholders' meeting that must approve the appointment of the external auditor, and determination of remuneration for the year 2020".

Board of Directors' opinion: The Annual General Shareholders' Meeting should appoint PriceWaterHouseCoopers (Lao) Co., Ltd. ("PWC") to be external auditor for the year 2020 with audit service fee USD 37,500 per year because PWC has been the auditor of the Company since Initial Public Offering which has experience, thoroughness, faithfulness and professionalism, and the auditing fee (remuneration) is appropriate with scope of work.

Required Votes: Law on Enterprises stipulates that this agenda must be approved by the vote of more than half of the total votes attending the meeting.

6. **To consider the appointment of new members of the Board of directors to replace who resigned.**

Objective and Rationale: According to Enterprise law edited version No. 46/NA, dated 26 December 2013, Article 123 defines " The member of Executive Council of the Company is elected in the following circumstances (3, The position of the member of Executive Council to have available positions during the two shareholders' meetings who is appointed by the Executive Council Meeting. On February 17, 2020, there were 4 members of the Executive Council of the Company as Mrs. Paphatsone SOUKHABANDITH, Mr. Khanphone PHILAPHANH, Mrs. Viengdala BOUBPHA, Mr. Padith VONGSENA who had been resigned from the member of Executive Council of Souvanny Home Center Public company.

Board of Directors' opinion: At the 1st Executive Council Meeting 2020, which was held on February 17th, 2020, The meeting agreed to appoint Mr. Phannola SOUKHABANDITH, Mr. Kotsada SOUKHABANDITH, Dr. Xayphone KONGMANILA, and Mr. Anousone OUNTAY to be the new Members of the Executive Council of company in place of who were resigned which they will have the term of working equal to the rest of the term of a Member of the Executive Council who was resigned which agree to propose the shareholders meeting to approve the appointment of 4 members of Executive Council, Description of the brief biography appears on the attached file in agenda 6.

Required Votes: Law on Enterprises stipulates that this agenda must be approved by the vote of more than half of the total votes attending the meeting.

7. **To consider and approve of the Vice Chairman of the Executive Council who is resigned.**

Objective and Rationale: To approve the appointment of the Vice-chairman of The Board of directors who was resigned, according to the guideline on organizing shareholder's meeting, Article 7 of Lao Securities Commission.

Board of Directors' opinion: The meeting agreed to propose the shareholder's meeting to consider and approve the appointment of Mr. Anousone OUNTAY to be a new Vice-Chairman of the Board of directors instead of who was resigned.

Required Votes: Law on Enterprises stipulates that this agenda must be approved by the vote of more than half of the total votes attending the meeting.

8. **To consider and approve allowances for the member of the board of directors of the company.**

Objective and Rationale: Pursuant on the article 145 of Enterprises Law edited Version No. 46/NA, dated 26 December 2013 concerned "Rights and duties of shareholders meeting that must approve allowances for the member of the Executive Council of the company"

Board of Directors' opinion: The meeting agreed to propose the shareholder's meeting to consider and approve the allowance to attend a meeting of member of the board of directors of the company who are not the independent member of the board of directors as detail below:

1. **The allowance to attend a meeting of member of the board of directors of the company who are not the independent member of the board of directors**

– **The member of the board of directors 500,000 kip per 1 time.**

Required Votes: Law on Enterprises stipulates that this agenda must be approved by the vote of more than half of the total votes attending the meeting.

9. **Others (if applicable)**

There is no other opinion from Independent Directors regarding to agendas and Board of Directors' opinion as above, for the Annual General Shareholders Meeting for the year 2019, The Company would invite LSCO, LSX, the external auditor and also appoint the vote inspection committee and evaluation team of shareholders'meeting to be witness and examiner that the meeting launching is accurate and transparent which comply with the Company's regulations and related laws of Lao PDR.

Please attending the meeting as the date, time and place as specified,

Sincerely yours,

ບໍລິສັດ ສຸວັນນີ ໂຮມເຊັນເຕີ ມະຫາຊົນ
SOUVANNY HOME CENTER PUBLIC COMPANY

Mr. Ounh LASOUKANH
Chairman of the Board

Remark:

1. All shareholders shall obtain the invitation letter and attachments starting from 16 March 2020, at Lao Securities Exchange Building, 4th Floor, Settlement and Depository Department, T4 Road, Phonthan Neua Village, Saysettha District, Vientiane Capital, Tel: (856-21) 454 361-4, Fax: (856-21) 454 361-4.
2. For the shareholders who wish to attend the Meeting yourselves, please present the identification card or passports (for foreign shareholders) on the meeting date to identify yourselves for attending the Meeting.
3. If the shareholder wishes to appoint a proxy to attend the Meeting and cast votes on your behalf, please complete the information and sign the Proxy form attached hereto. The proxy who will attend the Meeting must present the identification card or passports (for foreign shareholders) on the meeting date, please see the attachment about the documents and evidences to identified yourself for attending, registering, and voting in the Meeting.
4. If any shareholder wishes to appoint an independent director of the Company to attend and cast votes on your behalf, please complete the information and sign the Proxy Form and put a mark (✓) in front of the name of an independent director as provided in the Proxy Form to be proxy, and please submit the Proxy Form, including supporting documents to Mr. Mithxay PUEANGKARNG at Souvanny Home Center Public Company Office, Phonetong Road, Phonetongsaward Village, Chanthabuly District, Vientiane Lao PDR, Tel: (856-21) 562 497 and please deliver to the Company before 1 Apirl, 2020, please see the attachment about the documents and evidences to identify yourselves for attending, registering, and voting in the Meeting; and
5. If you have any queries or questions in relation to the proxy and the invitation letter, you may contact Mr. Mithxay PUEANGKARNG and Mr. Inthilard THUMMAVONG Tel: (856-21) 562 497.

ບໍລິສັດ ສຸວັນນີ ໂຮມເຊັນເຕີ ມະຫາຊົນ
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ໃບມອບສັນທະ
PROXY

ຂຽນທີ ..... **Written at**

ວັນທີ ____ ເດືອນ _____ ປີ _____
Date month year

(1) ຂ້າພະເຈົ້າ ..... ສັນຊາດ ..... ວັນທີ ເດືອນ ແລະ ປີເກີດ .....
I/We Nationality date, month and year of birth

ບັດປະຈຳຕົວເລກທີ ..... ຫຼື ໜັງສືຜ່ານແດນ ເລກທີ ..... ຢູ່ເຮືອນເລກທີ .....
ID card number or ID Passport Reside at

ບ້ານ ..... ຖະໜົນ ..... ເມືອງ .....
Village Road District

ແຂວງ ..... ປະເທດ .....
Province Nation

(2) ເປັນຜູ້ຖືຮຸ້ນຂອງ ບໍລິສັດ ສຸວັນນີ ໂຮມເຊັນເຕີ ມະຫາຊົນ ໂດຍຖືຮຸ້ນສາມັນຈຳນວນລວມທັງໝົດ ..... ຮຸ້ນ ເຊິ່ງເທົ່າກັບ ຈຳນວນທີ່ຈະລົງຄະແນນສຽງໄດ້;

Being a shareholder of Souvanny Home Center Public Company. Holding the ordinary shares in the total amount of share, which are equivalent to the same number

(3) ຂໍມອບໝາຍໃຫ້
Hereby appoint

ທ່ານ/ທ່ານ ນາງ ..... ອາຍຸ ____ ປີ, ບັດປະຈຳຕົວເລກທີ .....
Mr./Ms. Age year, ID card

ຫຼື ໜັງສືຜ່ານແດນ ເລກທີ ..... ຢູ່ ເຮືອນເລກທີ .....ຖະໜົນ .....
Or ID passport resides at Road

ບ້ານ ..... ເມືອງ ..... ແຂວງ .....ລະຫັດໄປສະນີ .....,
Village District Province Postal Code

ປະເທດ .....
Nation

ເປັນຜູ້ຕາງໜ້າຂອງຂ້າພະເຈົ້າ ເພື່ອເຂົ້າຮ່ວມປະຊຸມ ແລະ ລົງຄະແນນສຽງແທນຂ້າພະເຈົ້າໃນກອງປະຊຸມສາມັນຜູ້ຖືຮຸ້ນປະຈຳປີ 2019 ໃນວັນທີ 02 ເມສາ 2020 ເວລາ 14:00 ໂມງ ຢູ່ທີ່ ຫ້ອງປະຊຸມໃຫຍ່ ຊັ້ນ 8 ອາຄານຕະຫຼາດຫຼັກຊັບລາວ, ບ້ານ ໂພນທັນເໜືອ, ເມືອງ ໄຊເສດຖາ, ນະຄອນຫຼວງວຽງຈັນ, ສປປ ລາວ ຫຼື ມື້ທີ່ໄດ້ເລື່ອນໄປໃນວັນ, ເວລາ ແລະ ສະຖານທີ່ອື່ນກ້ວຍ.

He/she is my/our proxy to attend and vote on my/our behalf at the Annual General Meeting for the year 2019 to be on 02 April 2020 at 14:00, at meeting room, 8th floor, Lao Securities Exchange Building, T4 Road, Phonethan Nuea Village, Saysettha District, Vientiane Capital or any adjournment at any date, time and place thereof.

(4) ຂ້າພະເຈົ້າຂໍມອບໝາຍໃຫ້ຜູ້ຕາງໜ້າລົງຄະແນນສຽງແທນຂ້າພະເຈົ້າໃນກອງປະຊຸມໄດ້ 1 ໃນ 3 ຮູບແບບ (ໝາຍເຫດ: ຜູ້ມອບສິດແມ່ນ ມີສິດ ເລືອກໄດ້ 1 ຮູບແບບເທົ່ານັ້ນ) ດັ່ງນີ:

I/We hereby authorize the proxy to vote on my/our behalf at this meeting only 1 in 3 forms (Remark: shareholder is able to select only one form) as follows:

4.1 ຮູບແບບທີ: 01 ☐ ໃຫ້ຜູ້ຕາງໜ້າມີສິດພິຈາລະນາ ແລະ ລົງມະຕິແທນຂ້າພະເຈົ້າໄດ້ທຸກປະການຕາມທີ່ເຫັນສົມຄວນ;

Form: 01 ☐ To grant my/our proxy to consider and vote on my/our behalf as he/she may deem appropriate in all respects;

☐ ຜູ້ມອບສິດອະນຸມັດ **Approve**

☐ ຜູ້ມອບສິດບໍ່ອະນຸມັດ **Disapprove**

4.2 ຮູບແບບທີ: 02 ☐ ໃຫ້ຜູ້ຕາງໜ້າລົງຄະແນນສຽງຕາມຄວາມຕ້ອງການຂອງຂ້າພະເຈົ້າ ແລະ ມີສິດພິຈາລະນາ ແລະ ລົງມະຕິແທນຂ້າພະເຈົ້າ ໃນບາງວາລະ; (ກະລຸນາຕື່ມຂໍ້ມູນດ້ານລຸ່ມນີ້); ຫຼື

Form: 02 ☐ To grant my/our proxy to votes as per my/our intention and consider and vote on my/our behalf in some agendas as he/she may deem appropriate in all respects; (please complete information as follow);

ວາລະທີ 1: ພິຈາລະນາ ແລະ ຮັບຮອງເອົາບົດລາຍງານກອງປະຊຸມວິສາມັນຜູ້ຖືຮຸ້ນ ຄັ້ງທີ 1 ປະຈຳປີ 2019;

Agenda 1: To consider and approve the Extra-ordinary Shareholders' Meeting Report No.01/2019;

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove** ☐ ອະນຸມັດໃຫ້ສິດຜູ້ຕ່າງໜ້າລົງຄະແນນຕາມເຫັນສົມຄວນ **Approve the right of the voter to vote appropriately**

ວາລະທີ 2: ພິຈາລະນາ ແລະ ຮັບຮອງເອົາບົດລາຍງານຜົນການດຳເນີນທຸລະກິດຂອງບໍລິສັດປະຈຳປີ 2019 ແລະ ບົດລາຍງານການເງິນຂອງ ບໍລິສັດ ປະຈຳປີ 2019;

Agenda 2 : To consider and approve the report of the business results of the company for 2019 and a financial draft of the company for 2019;

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove** ☐ ອະນຸມັດໃຫ້ສິດຜູ້ຕ່າງໜ້າລົງຄະແນນຕາມເຫັນສົມຄວນ **Approve the right of the voter to vote appropriately**

ວາລະທີ 3: ພິຈາລະນາ ແລະ ຮັບຮອງແຜນການດຳເນີນທຸລະກິດຂອງບໍລິສັດປະຈຳປີ 2020;

Agenda 3: To consider and approve the business plan of the company for 2020;

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove** ☐ ອະນຸມັດໃຫ້ສິດຜູ້ຕ່າງໜ້າລົງຄະແນນຕາມເຫັນສົມຄວນ **Approve the right of the voter to vote appropriately**

ວາລະທີ 4: ພິຈາລະນາ ແລະ ອະນຸມັດການຈ່າຍເງິນປັນຜົນ ຈາກຜົນການດຳເນີນທຸລະກິດ ຂອງບໍລິສັດ ປະຈຳປີ 2019;

Agenda 4: To consider and approve the dividend payment from the operating result for the year 2019;

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove** ☐ ອະນຸມັດໃຫ້ສິດຜູ້ຕ່າງໜ້າລົງຄະແນນຕາມເຫັນສົມຄວນ **Approve the right of the voter to vote appropriately**

ວາລະທີ 5: ພິຈາລະນາການແຕ່ງຕັ້ງຜູ້ກວດສອບບັນຊີພາຍນອກ ແລະ ການກຳນົດຄ່າບໍລິການກວດສອບບັນຊີພາຍນອກ ປີ 2020;

Agenda 5 : To consider and approve the appointment of the external auditor, and determination of remuneration for the year 2020;

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove** ☐ ອະນຸມັດໃຫ້ສິດຜູ້ຕ່າງໜ້າລົງຄະແນນຕາມເຫັນສົມຄວນ **Approve the right of the voter to vote appropriately**

ວາລະທີ 6: ພິຈາລະນາການແຕ່ງຕັ້ງສະມາຊິກສະພາບໍລິຫານ ແທນສະມາຊິກສະພາບໍລິຫານຜູ້ຕ່ຳ ທີ່ລາອອກໄປ;

Agenda 6: To consider the appointment of new members of the Board of directors to replace who resigned;

- ທ່ານ ພັນໂນລາ ສຸຄະບັນດິດ
- **Mr. Phannola SOUKHABANDITH**

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove** ☐ ອະນຸມັດໃຫ້ສິດຜູ້ຕ່າງໜ້າລົງຄະແນນຕາມເຫັນສົມຄວນ **Approve the right of the voter to vote appropriately**

- ທ່ານ ກົດສະດາ ສຸຄະບັນດິດ
- **Mr. Kotsada SOUKHABANDITH**

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove** ☐ ອະນຸມັດໃຫ້ສິດຜູ້ຕ່າງໜ້າລົງຄະແນນຕາມເຫັນສົມຄວນ **Approve the right of the voter to vote appropriately**

- ທ່ານ ປອ ໄຊພອນ ກອງມະນີລາ
- Dr. Xayphone KONGMANILA

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove** ☐ ອະນຸມັດໃຫ້ສິດຜູ້ຕ່າງໜ້າລົງຄະແນນຕາມເຫັນສົມຄວນ **Approve the right of the voter to vote appropriately**

- ທ່ານ ອານຸສອນ ອຸ່ນໄຕ
- Mr. Anousone OUNTAY

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove** ☐ ອະນຸມັດໃຫ້ສິດຜູ້ຕ່າງໜ້າລົງຄະແນນຕາມເຫັນສົມຄວນ **Approve the right of the voter to vote appropriately**

ວາລະທີ 7: ພິຈາລະນາຮັບຮອງແຕ່ງຕັ້ງຮອງປະທານສະພາບໍລິຫານ ແທນຮອງປະທານສະພາບໍລິຫານຜູ້ເກົ່າ ທີ່ລາອອກໄປ.

Agenda 7: To consider and approve of the Vice Chairman of the Board of Director who resigned.

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove** ☐ ອະນຸມັດໃຫ້ສິດຜູ້ຕ່າງໜ້າລົງຄະແນນຕາມເຫັນສົມຄວນ **Approve the right of the voter to vote appropriately**

ວາລະທີ 8: ພິຈາລະນາ ແລະ ອະນຸມັດເງິນອຸດໜຸນເຂົ້າຮ່ວມກອງປະຊຸມ ຂອງສະມາຊິກສະພາບໍລິຫານ ຂອງບໍລິສັດ.

Agenda 8: To consider and approve allowances for the member of the Executive Council of the company.

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove** ☐ ອະນຸມັດໃຫ້ສິດຜູ້ຕ່າງໜ້າລົງຄະແນນຕາມເຫັນສົມຄວນ **Approve the right of the voter to vote appropriately**

4.3 ຮູບແບບທີ: 03 ☐ ໃຫ້ຜູ້ຕາງໜ້າລົງຄະແນນສຽງຕາມຄວາມຕ້ອງການຂອງຂ້າພະເຈົ້າ ດັ່ງລຸ່ມນີ້(ກະລຸນາຕື່ມຂໍ້ມູນດ້ານລຸ່ມນີ້)

Form: 03 ☐ To grant my/our proxy to vote as per my/our intention. (Please complete information as follow)

ວາລະທີ 1: ພິຈາລະນາ ແລະ ຮັບຮອງເອົາບົດລາຍງານກອງປະຊຸມວິສາມັນຜູ້ຖືຮຸ້ນ ຄັ້ງທີ 1 ປະຈຳປີ 2019;

Agenda 1: To consider and approve the Extra-ordinary Shareholders' Meeting Report No.01/2019;

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove**

ວາລະທີ 2: ພິຈາລະນາ ແລະ ຮັບຮອງເອົາບົດລາຍງານຜົນການດຳເນີນທຸລະກິດຂອງບໍລິສັດປະຈຳປີ 2019 ແລະ ບົດລາຍງານການເງິນຂອງ ບໍລິສັດ ປະຈຳປີ 2019;

Agenda 2 : To consider and approve the report of the business results of the company for 2019 and a financial draft of the company for 2019;

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove**

ວາລະທີ 3: ພິຈາລະນາ ແລະ ຮັບຮອງແຜນການດຳເນີນທຸລະກິດຂອງບໍລິສັດປະຈຳປີ 2020;

Agenda 3: To consider and approve the business plan of the company for 2020;

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove**

ວາລະທີ 4: ພິຈາລະນາ ແລະ ອະນຸມັດການຈ່າຍເງິນປັນຜົນຈາກຜົນການດຳເນີນທຸລະກິດຂອງບໍລິສັດ ປະຈຳປີ 2019;

Agenda 4: To consider and approve the dividend payment from the operating result for the year 2019;

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove**

ວາລະທີ 5: ພິຈາລະນາການແຕ່ງຕັ້ງຜູ້ກວດສອບບັນຊີພາຍນອກ ແລະ ການກຳນົດຄ່າບໍລິການກວດສອບບັນຊີພາຍນອກ ປີ 2020;

Agenda 5 : To consider and approve the appointment of the external auditor, and determination of remuneration for the year 2020;

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove**

ວາລະທີ 6: ພິຈາລະນາຫາມແຕ່ງຕັ້ງສະມາຊິກສະພາບໍລິຫານ ແທນສະມາຊິກສະພາບໍລິຫານຜູ້ເກົ່າ ທີ່ລາອອກໄປ;

Agenda 6: **To consider the appointment of new members of the Board of directors to replace who resigned;**

- ທ່ານ ພັນໂນລາ ສຸຄະບັນດິດ
- **Mr. Phannola SOUKHABANDITH**

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove**

- ທ່ານ ກົດສະດາ ສຸຄະບັນດິດ
- **Mr. Kotsada SOUKHABANDITH**

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove**

- ທ່ານ ປອ ໄຊພອນ ກອງມະນີລາ
- **Dr. Xayphone KONGMANILA**

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove**

- ທ່ານ ອານຸສອນ ອຸ່ນໄຕ
- **Mr. Anousone OUNTAY**

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove**

ວາລະທີ 7: ພິຈາລະນາຫາມແຕ່ງຕັ້ງຮອງປະທານສະພາບໍລິຫານ ແທນຮອງປະທານສະພາບໍລິຫານຜູ້ເກົ່າ ທີ່ລາອອກໄປ.

Agenda 7: **To consider and approve of the Vice Chairman of the Executive Council who resigned**.

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove**

ວາລະທີ 8: ພິຈາລະນາ ແລະ ອະນຸມັດເງິນອຸດໜຸນເຂົ້າຮ່ວມກອງປະຊຸມ ຂອງສະມາຊິກສະພາບໍລິຫານ ຂອງບໍລິສັດ.

Agenda 8: **To consider and approve allowances for the member of the Executive Council of the company.**

☐ ຜູ້ມອບສິດເຫັນດີ **Approve** ☐ ຜູ້ມອບສິດບໍ່ເຫັນດີ **Disapprove**

(5) ການລົງຄະແນນສຽງຂອງຜູ້ຕາງໜ້າໃນວາລະປະຊຸມໃດທີ່ບໍ່ເປັນໄປຕາມທີ່ລະບຸໄວ້ໃນໃບມອບສັນທະສະບັບນີ້ ໃຫ້ຖືວ່າການລົງຄະແນນສຽງນັ້ນ ບໍ່ຖືກຕ້ອງ ແລະ ບໍ່ແມ່ນການລົງຄະແນນສຽງຂອງຂ້າພະເຈົ້າ ໃນຖານະຜູ້ຖືຮຸ້ນ.

Voting of the proxy in any agenda that is not as specified in this Proxy shall be considered as invalid and shall not be my/our voting as a shareholder.

(6) ໃນກໍລະນີທີ່ຂ້າພະເຈົ້າ ບໍ່ໄດ້ລະບຸວັດຖຸປະສົງໃນການລົງຄະແນນສຽງ ໃນເວລາປະຊຸມໃດໄວ້ ຫຼື ລະບຸໄວ້ບໍ່ຈະແຈ້ງໃຫ້ຖືວ່າເຫັນດີ.

In case I/we have not specified my/our voting intention in any agenda or not clearly specified, it shall be deemed approved.

(7) ການກະທຳໃດ ທີ່ຜູ້ຕາງໜ້າໄດ້ກະທຳໄປໃນກອງປະຊຸມ, ເວັ້ນແຕ່ກໍລະນີທີ່ຜູ້ຕາງໜ້າບໍ່ລົງຄະແນນສຽງຕາມທີ່ຂ້າພະເຈົ້າລະບຸໃນໃບມອບສັນທະສະບັບນີ້, ໃຫ້ຖືວ່າຂ້າພະເຈົ້າໄດ້ກະທຳດ້ວຍຕົນເອງທຸກປະການ.

Any business carried out by the proxy at the said meeting, except in case that the proxy does not vote according to my/our intention (s) specified in the Proxy, shall be deemed as having been carried out by myself/ourselves in all respects.

ລົງລາຍເຊັ້ນ / Signed_____ຜູ້ມອບສິດ/Grantor

(_____)

ລົງລາຍເຊັ້ນ / Signed_____ຮັບມອບສິດ/ Proxy

(_____)

ລົງລາຍເຊັ້ນ _____ ພະຍານ/ witness

(_____)

ລົງລາຍເຊັ້ນ _____ພະຍານ/ witness

(_____)

ລົງລາຍເຊັ້ນ _____ພະຍານ/ witness

(_____)

ໝາຍເຫດ/**Remark**

1. ຜູ້ຖືຮຸ້ນທີ່ມອບໝາຍຈະຕ້ອງມອບໝາຍໃຫ້ຜູ້ຕາງໜ້າພຽງທ່ານດຽວເປັນຜູ້ເຂົ້າຮ່ວມປະຊຸມ ແລະ ລົງຄະແນນສຽງ ລວມທັງບໍ່ສາມາດແບ່ງແຍກຈຳນວນຮຸ້ນໃຫ້ຜູ້ຕາງໜ້າຫຼາຍທ່ານເພື່ອແຍກການລົງຄະແນນສຽງໄດ້; ແລະ

   The shareholder appointing the proxy must authorize only one proxy to attend and vote at the meeting and may not split the number of shares to several proxies for splitting votes.

2. ໜັງສືມອບສິດນີ້ຈະຕ້ອງໄດ້ນຳໄປຈົດທະບຽນສານເພື່ອເປັນການຮັບປະກັນຄວາມຜູກພັນຂອງຜູ້ມອບສິດ ແລະ ຜູ້ຕາງໜ້າໃນທາງກົດໝາຍຕາມກົດໝາຍວ່າດ້ວຍທະບຽນສານ (ສະບັບປັບປຸງ) ເລກທີ 11/ສພຊ, ລົງວັນທີ 26 ພະຈິກ 2009, ຖ້ານິດວ່າ ເພື່ອເປັນການຮັບປະກັນຄວາມຜູກພັນ ຂອງຜູ້ມອບໝາຍ ແລະ ຜູ້ຕາງໜ້າທາງດ້ານກົດໝາຍ, ດັ່ງນຶ່ນໃບມອບສັນທະສະບັບນີ້ຈະຕ້ອງໄດ້ນຳໄປຈົດທະບຽນສານນຳສຳນັກງານທະບຽນສານ, ກະຊວງຍຸຕິທຳ ໃນນີ້ບໍລິສັດຈະບໍ່ຮັບຜິດຊອບໃດໆ ໃນກໍລະນີທີ່ໃບມອບສັນທະສະບັບນີ້ທີ່ຍື່ນຕໍ່ບໍລິສັດບໍ່ໄດ້ຈົດທະບຽນສານ.

   Pursuant to the Law on Notary (Amended) No. 11/NA, dated 26 November 2009, in order for the appointment by the shareholder to the proxy to have legal effect, this Proxy must be notarized with the court. In this regard, the Company will not take any responsibility in the case where the Proxy submitted to the Company has not been registered with the Notary Office, Ministry of Justice.

Name lists, Meaning, and CV of independent directors in order to obtain the proxy from shareholders

According to Securities Law No.21/ NA, December 10, 2012, and Securities Issuance No.108/LSCO, June 27, 2015, of Lao Securities Commission Office determining that the listed company shall have independent directors for at least one-third in the Board of Directors, which nominated and entitled by shareholders' meeting, that have no conflict of interest and able to independently give suggestion. In the case of Souvanny Home Center Public Company, there are 3 independent directors from the Board of Directors for 9 persons, which the details are as follow;

1. Mr. Ounh LASOUKANH	Chairman of the Board of director/ Chairman of Risk Protection Committee/ Chairman of Independent Director
2. Mr. Bounterm KOMMITTAPHARB	Member of the Board of director / Chairman of Compensation committee/ Independent Director
3. Dr. Xayphone KONGMANILA	Member of the Board of director / Independent Director

CV of Independent Directors follows by documents as below:



Name – Surname	Mr. Ounh LASOUKANH
Age	70 years
Nationality	Lao
Highest Education	Bachelor of Labor Economics, Hanoi University of Trade Unions, Vietnam

Work Experiences

- Head of the Office of the Supreme People's Prosecutor;
- Deputy Minister of Natural Resources and Environment
- Assistant Head of National Land Management Authority;

Positions

Chairman of the Board of director/ Chairman of Risk Protection Committee/ Chairman of Independent of Souvany Home Center Public Company

Appointment Date

February 22nd, 2019

Relationship

Holding share of SVN: - None -

Being the director in competitive business or related with construction materials business - None -

Relation with board of directors/ Largest shareholder/ Executive committee of the Company - None -

Executive committee of the Company: - None -

Business relation such as: materials, products purchasing, Loan: - None -

Meeting Attendance

Year 2015	- Board of Directors' meeting	1/1 Time
	- Audit Committee's meeting	1/1 Time
Year 2016	- Board of Directors' meeting	2/2 Time
Year 2017	- Board of Directors' meeting	3/3 Time
Year 2018	- Board of Directors' meeting	2/2 Time
Year 2019	- Board of Directors' meeting	2/2 Time



Name – Surname	Mr. Bounterm KOMMITTAPHARB
Age	65 years
Nationality	Lao
Highest Education	- Bachelor' Degree of Law University, Lao
Work Experiences	- Responsible for the Administration work of Justice Ministry. - Responsible for Financial work of Faculty of Law and Political Science - Head of Summary and Inspection Department - Judge
Positions	- Member of the Board of director / Chairman of Compensation committee/ Independent Director of Souvanny Home Center Public Company
Appointment Date	February 22nd, 2019
Relationship	**Holding share of SVN**: - None - **Being the director in competitive business or related with construction materials business** - None - **Relation with board of directors/ Largest shareholder/ Executive committee of the Company** - None - **Executive committee of the Company**: - None - **Business relation such as: materials, products purchasing, Loan**: - None -
Meeting Attendance	Year 2019 - Board of Directors' meeting 2/2 Time



Name – Surname	Dr. Xayphone KONGMANILA
Age	47 years
Nationality	Lao
Highest Education	Doctor of Philosophy in Business Management, Graduate School for International Development and Cooperation, Hiroshima University, Japan

Training

- Certified Public Accountant (CPA), Ministry of Finance, Lao PDR.
- Certified Public Accountants, CPA Australia.
- Capacity Building of Accounting Profession: Institute of Singapore Chartered Accountant, Singapore.

Work Experiences

- Telecommunication Engineer, Lao telecom development project, Enterprise of Telecommunication Laos, Vientiane, Laos.
- Project Inspector, Project Division, Hi-Key Aircond. Technology Co., Ltd., Bangkok, Thailand.
- Marketing and Operation Manager, Kharoonroj (Laos) Co., Ltd. Vientiane, Laos.
- Lecturer of Faculty of Economics and Business Management, National University of Laos, Vientiane, Laos.
- Deputy Director of Department of Accountancy, Faculty of Economics and Business Management, National University of Laos, Vientiane, Laos
- Director of Department of Accountancy, Faculty of Economics and Business Management, National University of Laos, Vientiane, Laos

Positions

- Member of the Board of director / Independent Director of Souvanny Home Center Public Company

Appointment Date February 17th, 2020

Relationship

Holding share of SVN: - None -

Being the director in competitive business or related with construction materials business - None -

Relation with board of directors/ Largest shareholder/ Executive committee of the Company - None -

Executive committee of the Company: - None -

Business relation such as: materials, products purchasing, Loan: - None -

Documents and Evidence required being Presented Prior to Attending the Meeting, Proxy, Registration and Voting at the Shareholders' Meeting

For your convenience for the registration process to attend the Annual General Shareholders' Meeting for the year 2019 of Souvanny Home Center Public Company, the shareholders or proxies who will attend the Meeting shall bring the invitation to the Meeting, registration form and proxy form for the registration. **The company reserve the rights to allow only the Shareholders or the proxies who have proper and complete documents to attend the Meeting.**

(Valid) documents and Evidence required to be presented by the shareholders or proxies to attending the Meeting

(1.) Shareholders who are natural Persons

(1.1) Shareholders attending the Meeting themselves shall present valid documents issued by governmental authorities, e.g. The identification card or passport (for foreign shareholders), including the evidence of name or last name change (if any).

(1.2) Shareholders appointing a proxy to attend the Meeting. A proxy shall present the documents as follows:

- A proxy form as attached to the invitation to the Meeting, which has been duly completed and signed by the shareholders and proxy.
- A copy of valid document of the shareholder issued by governmental authorities as specified on Item 1.1.1 which has been certified true and correct by the shareholders
- Valid document of the proxy issued by governmental authorities e.g. the identification card or passport (for foreign proxy), the evidence of name or last name change (if any)

(2.) Shareholders who are juristic persons

(2.1) Representatives of shareholders (authorized directors) attending the meeting themselves, shall present the documents as follows:

- Valid Documents of the representatives of the shareholders (authorized directors) issued by governmental authorities, e.g. the identification card or passport (for foreign representatives of the shareholder (authorized director), including the evidence of the name or last name (if any)
- Copies of Foreign Investment License (if any), the Enterprise Registration Certification (Affidavit), the Article of Association and the Tax certificate (of the last year) of the shareholder specifying that the representatives of the juristic person attending the Meeting are duly authorized to represent the shareholder, which have been certified true and correct by the representatives of the shareholder (authorized director)

(2.2) Shareholders appoint a proxy to attend the Meeting. A proxy shall provide the documents as follows:

- A proxy form as attached to the invitation to the Meeting which has been duly complete and signed by the shareholder and the proxy (authorized directors)
- Copies of Foreign Investment License (if any), the Enterprise Registration Certification (Affidavit), the Article of Association and the Tax certificate (of the last year) of the shareholder specifying that the representatives of the juristic person are duly authorized to represent the shareholders, which have been certified true and correct by the representatives of the shareholder (authorized directors)
- Copies of Valid documents of the representatives of shareholder (authorized directors) issued by governmental authorities, which have been certified true and correct by the representatives of the shareholder (authorized directors)
- Valid document of the proxy issued by governmental authorities that not expire, e.g. the identification card or passport (for foreign proxy, including the evidence of the name or last name (if any)

Remarks: In case of the Shareholders are foreigners, please follow the instructions Item (1.) or (2.), as the case may be. If the documents are in other language beside Lao or English, the translation are required into Lao or English, and shall be certified by person or by the representatives (authorized directors) of such foreign juristic persons.

Proxy

Shareholders who are unable to attend the Meeting themselves, may appoint a proxy to attend the meeting on the shareholders' behalf by proceeding as follows:

(1.) Appoint any person or one of the directors of Company to attend and vote the Meeting on the shareholders' behalf by specifying the name and details the proxy or marking (✓) in the ☐ in front of the name of one of the directors as provided in the proxy form to be the proxy to attend the Meeting.

(2.) Return the duly complete proxy form to to Mr. Mithxay PUEANGKARNG at Souvanny Home Center Public Company Office, Phonetong Road, Phonetongsaward Village, Chanthabuly District, Vientiane Lao PDR, Tel: (856-21) 562 497 and please deliver to the Company before 01 Apirl, 2020 or at least an hour before the Meeting starts for verification of documents.

In this regard, shareholders may not split shares to appoint several proxies to split votes in the Meeting. Each of the shall authorize the proxy to cast the votes equaling to the same number of shares held by such shareholder, and shall not appoint only parts of the shares held by such shareholders.

Registration

The Company will start the registration process from 1:00 p.m. for attending the Annual General Shareholders' Meeting for the year 2019 of Souvanny Home Center Public Company at the meeting room 8th floor of Lao Securities Exchange, Phonthan Village Saysettha District, Vientiane Capital Lao PDR.

(1.) In case of the shareholders attending the Meeting themselves

(1.1.) Contact the registration point and present the valid documents to identify themselves in order to attending the Meeting; and

(1.2.) Collect the documents from the registration and ballots for every agenda which requires votes.

(2.) In case of the shareholders appointing the Proxy to attend the Meeting

(2.1.) Contact the documents verification point and present the valid documents to identify themselves in order to attending the Meeting; and

(2.2.) Contact the registration point and present the documents according to the (2.1) which were verified by the staffs.

(2.3.) Collect the documents from the registration and ballots for every agenda which requires votes. (Except for the case of proxy in which the voting has been clearly specified in the proxy form)

Voting and Vote Counting Result

(1.) Voting:

- One share is entilted to one vote. Shareholders shall only cast the votes equaling to the same nember of shares held
- In casting votes in each agenda, the chirman will ask if anyone disapproves in oder to save time of the shareholders and proxies as a whole.

  If the shareholders and the proxies whoe disapprove shall put a mark (✓) in the ☐ disapprove box and sign the ballots and raise their hands to diliver the ballots to the company's staff members for vote counting at the time, the shareholders and the proxies who do not raise their ballots cosidered as approval in the Meeting

  If no any shareholder raise the ballot considered as approval the Meeting, Except for the shareholders and proxies submit their disapproval the Company will record disapproval voting

- In case of proxy in which the voting has been clearly specified in the proxy form, the company will record such votes atthe time of the registration

(2.) Vote Counting Result:

- In case of proxy in which the voting has been clearly specified in the proxy form, the company will record such votes atthe time of the registration

- The chairman will announces the voting result in each agenda to the meeting after the voting process in each agenda finished by seperate the amount and percentage of the approval votes and the disapproval votes from the total votes. In case of the shareholders submit the disapproval ballots after the Chairman has announced the voting result of each Agenda to the Meeting, the Company will disregard such disapproval votes.

Attached document in agenda 1: The Extra-ordinary Shareholders' Meeting Report No.01/2019

Minutes of the Extra-ordinary Shareholders' Meeting Report No.01/2019
of
Souvanny Home Center Public Company
("Company")

Time and Location

The meeting was held on 09th October 2019 at 02:00 pm, on the 8th Floor of the Lao Securities Exchange, Phonethanneua Village, T4 Road, Saysettha District, Vientiane Capital, Lao PDR.

Before opening the meeting

The Chairman of the Executive Council Mr. Ounh LASOUKANH chaired this the Extra-ordinary Shareholders' Meeting No.01/2019 attended 39 participants and 39 representatives, which totally said to be 78 persons, with a total of 149,766,400 shares or 90.77 % the total paid shares of the company in accordance with the quorum as well as the legal and regulatory requirements of the company. The chairman officially opened the meeting and assigned the MC to introduce the Executive Council members, including relevant officials who attended the meeting as follows:

(1.) Executive Council members who attend the meeting:

1.1.	Mr. Ounh LASOUKANH	position:	Chairman of Executive Council;
1.2.	Mrs. Paphatsone SOUKHABANDITH	position:	Vice Chairwoman of Executive Council;
1.3.	Mr. Waddana SOUKHABANDITH	position:	Member of Executive Council;
1.4.	Mr. Bounterm KOMMITTAPHAP	position:	Member of Executive Council;
1.5.	Mr. Padith VONGSENA	position:	Member of Executive Council;
1.6.	Ms. Chutikan SRISAENGCHAN	position:	Member of Executive Council;
1.7.	Mrs. Viengdala BOUPHA	position:	Member of Executive Council;
1.8.	Mr. Khamphone PHILAPHANH	position:	Member of Executive Council; and
1.9.	Mr. Piphop VASANAARCHASAKUL	position:	Member of Executive Council.

(2.) Relevant officials

2.1.	Mrs. Walailak SUWANWALAIKORN	Representative from PriceWaterHouseCoopers (Lao) Sole Co., Ltd;
2.2.	Mr. Bounthom FONGVILATH:	Representative from Souvanny Home Center Public Company;
	Mr. Anin XAYYAVONG:	On behalf of the Meeting and Voting Inspection Committee;
2.3.	Mrs. Vannaphone SOUNANTHA:	Representative from Lao Securities Management Commission Office on behalf of the Monitoring and Evaluation Committee of the Shareholders' Common Meeting;
2.4.	Mr. Soukanya PHENGDY:	Representative from Lao Securities Management Commission Office on behalf of the Monitoring and

	Evaluation Committee of the Shareholders' Common Meeting;
2.5. Mr. Inthilath THAMMAVONG:	Minor shareholder of Souvanny Home Center Public Company on behalf of the Monitoring and Evaluation Committee of the Shareholders' Common Meeting.

After that, The Master of ceremony (MC) reported each agenda of the meeting for that day and explained how to vote for the meeting participants as follows:

(1.) Agendum:
- (1.1.) To consider and adopt the Annual Gerneral Shareholder's Meeting Report 2018;
- (1.2.) To approve the selling of the remaining product and assets related to the elevator and escalator department; and
- (1.3.) Others (if applicable).

(2.) Voting:
- One shareholder has one vote, which is equal to the total of your shares; one of which is equal to one vote.
- At each vote, the MC asked a question if there was a shareholder who disagreed or disapproved. In case of disagreement or disapproval, please put the cross (x) and write a name and family name in the voting card for that agenda on the bar code of each shareholder, which distributed by the officials before the meeting and it must be raised up until it is collected by the officials in order to bring for counting the votes in that agenda and for the shareholder who does not raise up a voting card, it is deemed that such shareholder agrees with the proposed resolution in the meeting.
  If no shareholder raises up the voting card, it is deemed that it is agreed with the matters, which are proposed to the meeting for consideration unless the shareholder has clearly marked in Power of Attorney about voting for disagreement, which has already been recorded by the company.
- For a shareholder who is assigned to be a representative to attend the meeting and vote in response to the requirement of the shareholders as stated in Power of Attorney, the company has taken the votes as the shareholders stated in such Power of Attorney for recording the score in advance. When the representative registers, in order to facilitate the representative, such representative does not have to vote again at the meeting.

(3.) Counting the voting results:
- Counting the voting results from each agenda will be done based on disagreement of the shareholders at the meeting and representatives who attend the meeting as recorded by the company in advance by deducting from the total shares of the shareholders who take part in the meeting and vote for each agenda.
- The chairman will announce the voting results from each agenda in the meeting after each voting activity is ended by dividing them how many votes, which are agreed or disagreed into percentage (%). In case a shareholder does not agree with the results after the chairman

announces for acknowledgement at the meeting when each agenda is ended, the company will not take such votes into account.

Later, the chairman continues the Extra-ordinary Shareholders' Meeting No.01/2019 by reporting each agenda as follows:

Agenda 1. To consider and adopt the the Annual Gerneral Shareholder's Meeting Report 2018.

The chairman of the Executive Council proposed to the meeting to consider and adopt the Annual General Shareholder's Meeting Report 2018. It was attended by 44 participants and 33 representatives, which totally said to be 77 persons with a total of 152,854,000 shares or 92.64% of the total paid shares of the company in accordance with the quorum as well as the legal and regulatory requirements of the company, which elaborates the resolutions in each agenda as follows:

- Agenda 1. To consider and adopt the Annual Gerneral Shareholder's Meeting Report 2017.
  Resolution: the meeting adopted The Annual Gerneral Shareholder's Meeting Report 2017.
- Agenda 2. To consider the business operation outcome and financial statements of the company for 2018.
  Resolution: the meeting agreed and approved the business operation outcome and financial statements of the company for 2018.
- Agenda 3. To consider the business operation plan of the company for 2019.
  Resolution: The meeting agreed and adopted the business operation plan for 2019.
- Agenda 4. To consider the dividend payment from the business operation outcome of the company in 2018.
  Resolution: The meeting approved to pay the dividend from the business operation outcome of the company in 2018 for the shareholders as listed in the Shareholders' Accounting Book on the closing date of 11 March 2019 at the rate of 8 Kip per share. The total amount of the dividend to be paid is 1,276,224,630 Kip or 50% of the total net profit after deducting for the reserves in line with the regulations and saving reserves by determining the payment date on 3 May 2019.
- Agenda 5. To consider the appointment of external accounting auditor and determination of the service charges for the external accounting auditor in 2019.
  Resolution: The meeting approved the appointment for PriceWaterHouseCoopers (Lao) Sole Co., Ltd.) as the external accounting auditor of the company in 2019 with a service charge of not more than 40,000 USD.
- Agenda 6. To consider appointing the Executive Council members whose tenure is due.
- Agenda 6.1 To consider appointing Mrs. Paphatsone SOUKHABANDITH as the new Vice Chairwoman of the Executive Council.
  Resolution: The meeting agreed and approved Mrs. Paphatsone SOUKHABANDITH to be the new Vice Chairwoman of the Executive Council of the company for 2 years, starting from the date the Annual Gerneral Shareholder's Meeting for 2018 took place.
- Agenda 6.2 To consider appointing Mr. Piphop VASANAARCHASAKUL as the new Executive Council member of the company.
  Resolution: The meeting agreed and adopted Mr. Piphop VASANAARCHASAKUL to be the new Executive Council member of the company for 2 years,starting from the date the Annual Gerneral Shareholder's Meeting for 2018 took place.

– Agenda 6.3 To consider appointing Mr. Padith VONGSENA as the new Executive Council member of the company.

Resolution: The meeting agreed and adopted Mr. Padith VONGSENA to be the new Executive Council member of the company for 2 years, starting from the date the Annual Gerneral Shareholder's Meeting for 2018 took place, resulting in adopting his qualifications as a shareholder who holds more than 50% in VPS Accounting Service Co., Ltd.

– Agenda 6.4 To consider appointing Mr. Bounterm KOMMITTAPHAP as the new Executive Council member of the company.

Resolution: The meeting agreed and approved Mr. Bounterm KOMMITTAPHAP to be the new Executive Council member of the company for 2 years, tarting from the date the Annual Gerneral Shareholder's Meeting for 2018 takes place.

– Agenda 6.5 To consider appointing Mr. Waddana SOUKHABANDITH as the new Executive Council member of the company.

Resolution: The meeting agreed and adopted Mr. Waddana SOUKHABANDITH to be the new Executive Council member of the company for 2 years, starting from the date the Annual Gerneral Shareholder's Meeting for 2018 took place.

– Agenda 6.6 To consider appointing Mrs. Chutikan SRISAENGCHAN as the new Executive Council member of the company.

Resolution: The meeting agreed and adopted Mrs. Chutikan SRISAENGCHAN to be the new Executive Council member of the company for 2 years, starting from the date the Annual Gerneral Shareholder's Meeting for 2018 took place.

– Agenda 6.7 To consider appointing Mr. Khamphone PHILAPHAN as the new Executive Council member of the company.

Resolution: The meeting agreed and adopted Mr. Khamphone PHILAPHAN to be the new Executive Council member of the company for 2 years, starting from the date the Annual Gerneral Shareholder's Meeting for 2018 took place.

– Agenda 6.8 To consider appointing Mrs. Viengdala BOUPHA as the new Executive Council member of the company.

Resolution: The meeting agreed and adopted Mrs. Viengdala BOUPHA to be the new Executive Council member of the company for 2 years, starting from the date the Annual Gerneral Shareholder's Meeting for 2018 took place.

– Agenda 6.9 To consider appointing Mr. Ounh LASOUKANH as the new Chairman of the Executive Council of the company.

Resolution: The meeting agreed and adopted Mr. Ounh LASOUKANH to be the new Chairman of the Executive Council of the company for 2 years, starting from the date the Annual Gerneral Shareholder's Meeting for 2018 took place.

– Agenda 7. To consider and approve the allowances for the Executive Council members of the company who attend the meeting.

Resolution: The meeting agreed and approved the allowances for participating in each meeting and the salaries of the Executive Council members will be the allowances for taking part in the meeting, only for the independent members, as follows:

1. Allowances for participating in each meeting, only for the independent members:

– Chairman of Executive Council 3,000,000 Kip per 1 time;
– Vice Chairman of Executive Council 2,000,000 Kip per 1 time; and
– Member of Executive Council 2,000,000 Kip per 1 time.

Likewise, the Executive Council had carefully considered and agreed to propose The Annual Gerneral Shareholder's Meeting to consider and adopt the Annual Gerneral Shareholder's Meeting Report 2018

After the Chairman of the Executive Council made a brief report about the Agenda 1, an opportunity was opened for the shareholders to share their views and ask if there were some questions.

- No question from the shareholders.

Next, the chairman proposed to the meeting to consider and adopt The Annual Gerneral Shareholder's Meeting Report 2018. In this session, the meeting shall vote for adopting with more than half of the votes at the meeting.

After such matter was considered, the meeting voted for disagreement with 0 votes or 0% of the meeting participants and votes for agreement with 149,766,400 votes or 100% of the meeting participants.
Resolution: The meeting adopted The Annual Gerneral Shareholder's Meeting Report 2018.

Agenda 2. To approve the selling of the remaining product and assets related to the elevator and escalator department.

The chairman of the Executive Council informed to the meeting pursuant on the article 154 of Enterprises Law Edited Version No. 46/NA, date 26 December 2013 concerned "Right and Duties the Extra-ordinary Shareholders' Meeting are to consider and approve the selling of the remaining product and assets related to the elevator and escalator department. The main details was reported by the Managing Director, Mr. Waddana SOUKBANDITH as follows: in reference to the Agreement of the Shareholders' Common Meeting 2017 of the company, dated 06 April 2018, Agenda 9: Cancellation of distributing the categories of elevator and escalator products, According to the resolution, We still have the remaining elevator and escalator as an asset including the equipment for managing the remaining operation as well as the underlying service contract and technicians; in order to keep the asset not close to zero, we continued contact with a company to sell such assets which can utilize them, and In order to bring the maximum benefits to the company, the Management Board has negotiated with Mitsubishi Elevator (Thailand) Co., Ltd Through the negotiation the purchase of the goods and the assets for US $ 1,100,000 (VAT included), The Board of Directors has considered and mutually agreed that it is in the best interests of the Company and its shareholders to prevent a potential buyer from having to decide to sell at an agreed price and the selling of the remaining has to be considered and approved by the Shareholders' Common Meeting interior before, which the meeting assigned the company's management board to operate to completely sell the remaining related to the elevator and escalator department or management board is able to give proxy to others one to implement instead of them.

Likewise, the Executive Council had carefully considered and agreed with the selling of the remaining product and assets related to the elevator and escalator department.

After Mr. Waddana SOUKHABUNDITH, CEO of company made the report about agenda 2 , an opportunity was opened for the shareholders to share their views and ask if there were some questions

- No question from the shareholders.

Next, the chairman proposed to the meeting to consider and adopt the selling of the remaining product and assets related to the elevator and escalator department. In this session, the meeting shall vote for adopting with more than half of the votes at the meeting.

After such matter was considered, the meeting voted for disagreement with 0 votes or 0% of the meeting participants and votes for agreement with 149,766,400 votes or 100% of the meeting participants.

Resolution: The meeting agreed to propose for the Extra-ordinary Shareholders' Meeting No.1/2019 to approve the selling of the remaining product and assets related to the elevator and escalator department and assigned the company's management board to operate to completely sell the remaining related to the elevator and escalator department or management board is able to give proxy to others one to implement instead of them.

No more matters to be discussed and considered, the chairman closed the meeting at 03:00pm.

(Mr. Ounh LASOUKANH)
Chairman of the Executive Council

It has been validated by:

(Mr. Waddana SOUKHABANDITH)
Member of the Executive Council/CEO

(Mr. Phannola SOUKHABANDITH)
Vice Director/CFO

Souvanny Home Center Public Company
Statement of Financial Position
As at 31 December 2019

	Notes	2019 LAK	2018 LAK
Assets			
Current assets			
Cash and cash equivalents	5	3,740,207,940	8,873,646,944
Trade and other receivables, net	6	16,223,470,257	15,759,344,828
Inventories, net	7	207,366,001,254	192,544,408,281
Other current assets	8	8,129,892,874	5,789,722,614
Total current assets		235,459,572,325	222,967,122,667
Non-current assets			
Property, plant and equipment, net	9	550,085,847,112	490,347,457,551
Intangible assets, net	10	69,553,646	167,647,579
Other non-current assets		-	1,566,867,647
Total non-current assets		550,155,400,758	492,081,972,777
Total assets		785,614,973,083	715,049,095,444

Waddana SOUKHABANDITH
Chief Executive Officer
Date: 17 February 2020

Phannola SOUKHABANDITH
Chief Financial Officer
Date: 17 February 2020

The accompanying notes on pages 12 to 31 are an integral part of this financial statement.

Souvanny Home Center Public Company
Statement of Financial Position
As at 31 December 2019

	Notes	2019 LAK	2018 LAK
Liabilities and equity			
Liabilities			
Current liabilities			
Bank overdraft and short-term borrowings	12	70,121,900,273	57,561,798,309
Trade and other payables	11	44,470,100,376	44,053,148,989
Current portion of long-term borrowings	12	8,240,787,500	7,199,814,350
Profit tax payable	13	324,820,091	-
Deposits from customers	14	880,894,353	25,868,305,744
Other current liabilities	15	18,246,895,277	10,333,441,565
Total current liabilities		142,285,397,870	145,016,508,957
Non Current liabilities			
Long-term borrowings from financial institution	12	16,322,691,340	21,831,908,085
Total non current liabilities		16,322,691,340	21,831,908,085
Total liabilities		158,608,089,210	166,848,417,042
Equity			
Share capital			
Authorized share capital			
Ordinary shares 165 million shares at par value of LAK 2,000		330,000,000,000	330,000,000,000
Issued and paid-up share capital			
Ordinary shares 165 million shares at par value of LAK 2,000		330,000,000,000	330,000,000,000
Premium on share capital		24,735,724,722	24,735,724,722
Retained earnings			
Appropriated - legal reserve	17	4,772,981,235	3,652,027,345
Appropriated - Other reserve	17	4,522,981,235	3,402,027,345
Unappropriated		157,575,153,226	149,927,522,108
Translation adjustments		105,400,043,455	36,483,376,882
Total equity		627,006,883,873	548,200,678,402
Total liabilities and equity		785,614,973,083	715,049,095,444

Waddana SOUKHABANDITH
Chief Executive Officer
Date: 17 February 2020

Phannola SOUKHABANDITH
Chief Financial Officer
Date: 17 February 2020

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Souvanny Home Center Public Company
Statement of comprehensive income
For the year ended 31 December 2019

	Notes	2019 LAK	2018 LAK
Revenue from sales		384,272,694,949	333,881,394,225
Revenue from services		1,370,635,998	1,605,967,787
Cost of sales	18	(330,877,154,753)	(281,421,563,608)
Cost of services	18	(749,416,242)	(804,712,678)
Gross profit		**54,016,759,952**	**53,261,085,726**
Other incomes		15,137,736,762	5,603,556,218
Selling expenses	18	(30,829,541,798)	(28,865,208,947)
Administrative expenses	18	(27,533,139,575)	(24,284,445,657)
Finance costs		(5,369,603,263)	(4,491,330,120)
Foreign exchange loss, net		6,113,412,520	1,966,904,355
Profit before income tax expense		**11,535,624,598**	**3,190,561,575**
Profit tax expense	19	(326,085,700)	-
Net profit for the year		**11,209,538,898**	**3,190,561,575**
Earnings per share			
Basic earnings per share		68	20

Waddana SOUKHABANDITH
Chief Executive Officer
Date: 17 February 2020

Phannola SOUKHABANDITH
Chief Financial Officer
Date: 17 February 2020

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Souvanny Home Center Public Company
Statement of changes in equity
For the year ended 31 December 2019

	Notes	Issued and paid-up ordinary shares LAK	Premium on share capital LAK	Legal reserve LAK	Other reserve LAK	Unappropriated retained earnings LAK	Translation adjustments LAK	Total equity LAK
Opening balance 1 January 2018		330,000,000,000	24,735,724,722	3,332,971,187	3,082,971,187	149,025,072,849	12,759,549,711	522,936,289,656
Legal reserve		-	-	319,056,158	-	(319,056,158)	-	-
Other reserve		-	-	-	319,056,158	(319,056,158)	-	-
Net profit for the period		-	-	-	-	3,190,561,575	-	3,190,561,575
Dividend paid	20	-	-	-	-	(1,650,000,000)	-	(1,650,000,000)
Translation adjustments		-	-	-	-	-	23,723,827,171	23,723,827,171
Ending balance 31 December 2018		330,000,000,000	24,735,724,722	3,652,027,345	3,402,027,345	149,927,522,108	36,483,376,882	548,200,678,402
Opening balance 1 January 2019		330,000,000,000	24,735,724,722	3,652,027,345	3,402,027,345	149,927,522,108	36,483,376,882	548,200,678,402
Legal reserve		-	-	1,120,953,890	-	(1,120,953,890)	-	-
Other reserve		-	-	-	1,120,953,890	(1,120,953,890)	-	-
Net profit for the period		-	-	-	-	11,209,538,898	-	11,209,538,898
Dividend paid	20	-	-	-	-	(1,320,000,000)	-	(1,320,000,000)
Translation adjustments		-	-	-	-	-	68,916,666,573	68,916,666,573
Ending balance 31 December 2019		330,000,000,000	24,735,724,722	4,772,981,235	4,522,981,235	157,575,153,226	105,400,043,455	627,006,883,873

Waddana SOUKHABANDITH
Chief Executive Officer
Date: 17 February 2020

Phannola SOUKHABANDITH
Chief Financial Officer
Date: 17 February 2020

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Souvanny Home Center Public Company
Statement of Cash flows
For the year ended 31 December 2019

	Notes	2019 LAK	2018 LAK
Cash flow from operating activities:			
Net profit before income tax for the period		11,535,624,598	3,190,561,575
Adjustments for:			
Depreciation	9	14,170,930,520	11,902,241,767
Amortisation	10	98,569,624	308,434,261
Loss from disposes of property, plant and equipment		181,668,387	(104,097,362)
Gain/Loss on exchange rate		2,439,777,229	150,443,621
Interest expense		5,369,603,263	4,491,330,120
Allowance for slow moving and obsolete inventories (reversal)	18	427,345,393	(2,337,256,219)
Trade and other receivables provision (reversal)		(169,773,658)	(1,088,932,900)
Allowance for sale return of trade receivable		680,721,442	-
Operating profit before working capital changes		34,734,466,798	16,512,724,863
Changes in operating assets and liabilities			
- Trade and other receivables		990,778,325	3,920,693,630
- Inventories		8,769,428,219	(35,801,673,698)
- Other current assets		(1,617,948,922)	2,329,484,549
- Other non-current assets		1,762,321,786	(96,658,441)
- Trade and other accounts payable		(6,777,273,248)	(1,188,129,022)
- Deposits from customers		(28,214,274,512)	19,647,584
- Other current liabilities		6,624,439,973	3,462,234,731
Cash generated from operations		16,271,938,419	(10,841,675,804)
Interest paid		(5,369,603,263)	(4,302,064,709)
Profit tax paid	13	(1,300,000)	(154,000,000)
Net cash generated from/(used in) operating activities		10,901,035,156	(15,297,740,513)
Cash flows from investing activities :			
Purchases of plant and equipments	9	(12,086,507,778)	(21,057,619,375)
Purchases of intangible asset		-	(16,395,198)
Proceeds from disposals of property, plant and equipments		101,413,568	104,090,768
Net cash used in investing activities		(11,985,094,210)	(20,969,923,805)

Waddana SOUKHABANDITH
Chief Executive Officer
Date: 17 February 2020

Phannola SOUKHABANDITH
Chief Financial Officer
Date: 17 February 2020

The accompanying notes on pages 12 to 31 are an integral part of this financial statement.

Souvanny Home Center Public Company
Statement of Cash flows
For the year ended 31 December 2019

	Notes	2019 LAK	2018 LAK
Cash flows from financing activities :			
Proceeds from a short-term borrowing		104,268,805,265	11,786,479,304
Repayment on a borrowings from bank		(106,978,792,266)	28,397,439,363
Dividend paid	20	(1,320,000,000)	(1,650,000,000)
Net generated from/(used in) financing activities		(4,029,987,001)	38,533,918,667
Net increase/ (decrease) in cash and cash equivalents		(5,114,046,055)	2,266,254,350
Cash and cash equivalent at the beginning of the period	5	8,873,646,944	6,419,034,448
Effect of exchange rate changes on cash and cash equivalents		(19,392,949)	188,358,146
Cash and cash equivalent at the end of the year		**3,740,207,940**	**8,873,646,944**
Significant non cash items			
Other payables from purchases of property plant and equipments		1,698,948,553	574,895,993
Interest payable		-	189,265,411

Waddana SOUKHABANDITH
Chief Executive Officer
Date: 17 February 2020

Phannola SOUKHABANDITH
Chief Financial Officer
Date: 17 February 2020

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Attached document in agenda 3: The Company's business plan of 2020

1 Sales plan of year 2020

By 2020, the company is aiming for a 10% growth in sales compared to the previous year, from an assessment of environmental factors both at home and abroad that make it does not have the proper liquidity and to achieve these goals the company will implement as following methods:

1.1 Increase the product purchase of a house brand, consignment in order to raise the sale potential.
1.2 Provide constantly new products with high quality in order to increase product variety and customer numbers in the database in each target group.
1.3 Develop each sales channel with wide-ness and high quality, including to develop new online sales channels and installation services to increase sales for the company.

2 Marketing plan of year 2020

To achieve this growth goal and to build a long-term foundation, we have planned on the work of marketing as follows:

2.1 Launch the sales promotion campaign for new products, the best sell merchandise, and slow-moving products every 2 months to stimulate sales.
2.2 Launch online and offline marketing campaigns to communicate marketing to the targeted group in each locality.
2.3 Survey customer satisfaction and study needs of target customers.
2.4 Develop the activity plan with customers, especially in wholesaler, construction companies and contractors.
2.5 Promote social assistance through the project of "Creating smiling by Sharing" by assisting sports and educational equipment to schools in isolated areas, hospitals, blood donation to Red Cross, and disaster reliefs.

3 Human resource plan of year 2020

3.1 Improve Organizational structure following changing of business models and customer behavior and develop personnel to get an understanding of new sales structures and new structure relied on changing customers group in the market.
3.2 Develop a plan of systematic succession personnel by providing them skill training, of work both internal and external training to increase the potential for future business driving.
3.3 Give systematic training to personnel in order to apply the improved ISO-9001 Version 2015's standard and increase skill of product knowledge.

4 Management plan of year 2020

4.1 Continue on improving the store standard and new product display to more meet the customers' need.
4.2 Continue to maintain the standard of the ISO-9001 VERSION 2015 better in order to revise business structure to support the new business structure.

4.3 Apply high information technology (IT) in the management system through the writing the applications.

4.4 Address the customer's complaint and develop the hand-over and service.

5 Investment plan of year 2020

5.1 Plan to officially open the Thakhek Branch located in the Khammuan Pronvine on the 2nd March of 2020 which is the sixth branch of Souvanny Home Center Public Company.

5.2 Go on construct the Seventh branch namely the SAVANNAKHET branch to be complete in the year 2021.

5.3 Continue to study a basis development for building the warehousing following the Lao-China Railway.

Attached document in agenda 6: Brief biography of Board director members

Number 1

Name-Surname	Mr. Anousone OUNTAY
Age	47 Years
Nationality	Lao
Highest Education	Master of Business Administration, University of Lao
Work Experiences	Staff of Souvanny Home Center Public Company
Positions	Staff and Member of the Executive Council of Souvanny Home Center Public Company
Appointment Date	February 17th, 2020

Number 2

Name-Surname	Mr. Piphop VASANAARCHASAKUL
Age	50 Years
Nationality	Thai
Highest Education	Bachelor's Degree of humanities, kasetsart University, Thailand
Positions	Member of the Executive Council of Souvanny Home Center Public Company Deputy Chief Executive Officer- Business Development of Siam Global House PCL
Appointment Date	February 22nd, 2019

Number 3

Name-Surname	Dr. Xayphone KONGMANILA
More details	Please look at biography of independent Director to the authority of shareholders

Number 4

Name-Surname	Mr. Bountern KOMMITTAPHARB
More details	Please look at biography of independent Director to the authority of shareholders

Number 5

Name-Surname	Mr. Waddana SOUKHABANDITH
Age	54 Years
Nationality	Lao
Highest Education	Master of Management, Mahasarakham University, Thailand
Work Experiences	Chief Executive Officer of Souvanny Home Center Public Company

Positions	Member of the Executive Council and Chief Executive Officer of Souvanny Home Center Public Company
Appointment Date	February 22nd, 2019

Number 6

Name-Surname	Ms. Chutikan SRISAENGCHAN
Age	51 Years
Nationality	Thai
Highest Education	Master of Business Administration, Khonkaen University, Thailand
Positions	Member of the Executive Council of Souvanny Home Center Public Company Deputy Chief Executive Officer of Financial and Accounting of Siam Global House PCL
Appointment Date	February 22nd, 2019

Number 7

Name-Surname	Mr. Phannola SOUKHABANDITH
Age	51 Years
Nationality	Lao
Highest Education	Master of Management, Mahasarakham University, Thailand
Work Experiences	Chief Financial Officer of Souvanny Home Center Public Company
Positions	Member of the Executive Council of Souvanny Home Center Public Company
Appointment Date	February 17th, 2020

Number 8

Name-Surname	Mr. Kotsada SOUKHABANDITH
Age	48 Years
Nationality	Lao
Highest Education	Master of Management, Khonkaen University, Thailand
Work Experiences	Chief Operating Officer of Souvanny Home Center Public Company
Positions	Member of the Executive Council of Souvanny Home Center Public Company
Appointment Date	February 17th, 2020

Number 9

Name-Surname	Mr. Ounh LASOUKANH
More details	Please look at biography of independent Director to the authority of shareholders

Map of meeting venue

Lao Securities Exchange(LSX) Building , 4th floor Phonthan Neua Village, T4 Road, Saysettha District,
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