



Banque Pour Le Commerce Extérieur Lao Public

Vientiane Capital, dated. 08 OCT 2021

Invitation Letter

Attention: All valued BCEL's Shareholders

Subject: Invitation to BCEL's Extraordinary Shareholders' Meeting

In accordance with the Resolutions of BCEL's Board of Directors Meeting number 20/BOD, dated 24/09/2021

Banque Pour Le Commerce Extérieur Lao Public is honored to invite you, BCEL's shareholders, to BCEL's Extraordinary Shareholders' Meeting for the year 2021, which will be held on **29/10/2021 at 14:30 hrs. (Registration starts from 13:00 – 14:30)** at Level 3 Meeting Room of Muong Thanh Luxury Vientiane Hotel, Vientiane Capital to discuss and approve the issues as specified in the attachments.

BCEL has set 1 October 2021 to be the Closing Date of the Shareholders Register Book (Record Date) to define the right of the shareholders to participate in BCEL's Extraordinary Shareholders' Meeting which has been duly disclosed.

To prevent the spreading of the COVID-19, **BCEL encourages the shareholders to grant the proxy to one of the independent members of BCEL's Board of Directors to attend the meeting on their behalf.** The Proxy Form, is enclosed herewith. The completed Proxy Form should be sent to email: bcelhqv@bcel.com.la before **27 October 2021**. The shareholders who wish to attend the meeting in persons should be **ONLY** those who have been fully vaccinated against COVID-19 and should **NOT** be the risky group or reside in the COVID-19 spreading communities.

We hope you would devote your precious time to attend the meeting.

**Chairman of the Board of Directors
Banque Pour Le Commerce Extérieur Lao Public**

Bounleua Sinxayvoravong

Attachments

1. Agenda of BCEL's Extraordinary Shareholders Meeting for the year 2021 (Attachment 1)
2. The Minutes of BCEL's Annual General Shareholders' Meeting for the year 2020 (Attachment 2)
3. The report of BCEL's Business Performance for the 6 months of the year 2021 (Attachment 3)
4. The proposal to adjust the 2021 Plan of BCEL (Attachment 4)
5. The CVs of the members of BCEL's new Board of Directors (Attachment 5)
6. The Proxy Form (Attachment 6)
7. The Rule of BCEL's General Shareholders' Meeting (Attachment 7)
8. The recommendation on the document and the reference that shall be presented when attending the meeting (Attachment 8)
9. The guideline on voting (Attachment 9)
10. Map of the meeting venue (Attachment 10)

❖ Remarks:

1. Each shareholder can download the invitation letter and the attached files on the website of BCEL: www.bcel.com.la and on the Lao Securities Exchange's website www.lsx.com.la or to get the invitation letter stipulated your right to attend the meeting (with barcode) at the Lao Securities Exchange at the Level 4, Settlement and Securities Deposit Division at Phonthan Nue Village, T4 Road, Saysettha, Vientiane Capital. Tel: +85621 454361-4 from 11 October 2021.
2. For the shareholders who shall attend and to assign the proxy, please bring ID Card or Family Book or Passport (For Foreign shareholders) on the meeting day to inform when registering to the meeting. All the references are defined in the guideline to the meeting regarding the references and evidence to prove the right of the shareholders to the meeting (The documents are attached herewith)
3. For the shareholder that shall assign proxy to attend the meeting and voting. Please fill the information and sign on the Proxy Form, which attached herewith with full and complete information.

❖ BCEL's Contact Persons

- 1) Ms. Phonedasouk Vongphachan, Tel: 020 92 636 456
- 2) Mr. Phonsnalath Kongvongsa, Tel: 020 2222 3455

Agenda of the Extraordinary Shareholders' Meeting

Agenda 1: To consider and approve the Minutes of the previous Shareholders' Meeting

The Shareholders' Meeting for the year 2020 was held on 30th April 2021. The Minutes has been disclosed in compliance with the related regulations.

Opinion of the Board of Directors:

The Board of Directors has reviewed the minutes of the meeting and agreed with the minutes. Therefore, we would like the Shareholders' Meeting to consider and approve the Minutes of the meeting.

Vote requirement:

This agenda will be approved if the approved votes reach more than half of the total votes in the meeting.

Agenda 2: To hear the report of BCEL's Business Performance for the 6 months of the year 2021

The report:

❖ In-brief remarkable performance of BCEL in the past 6 months

- Held 2 Business Performance Review Meetings (1 online), 3 Ordinary Board of Directors Meetings, and 1 General Shareholders' Meetings of the year 2020;
- Paid dividends to the shareholders in the amount of 560 LAK/share;
- Changed in the director-level positions according to the decision of the Board of Directors as the following details:
 - 1) Transferred 1 deputy managing director to the new position in another state-owned bank;
 - 2) Approved a resignation of 1 deputy managing director;
 - 3) Appointed 4 deputy managing directors;
 - 4) Approved the transfer of Mr. Phoukhong Chanthachack, the former General Managing Director of BCEL, to the new position at the Bank of the Lao PDR and appointed Mr. Khamphout Sitthilath as the new General Managing Director of BCEL.
- Connected the payment platform with the leading companies such as: M-Point Mart Trading Co., Ltd. applying payment by QR scan (OnePay); integrated the platform and enabled money transfer with U Money and M-money;
- Released the ATM UnionPay chip card.
- Applied new Core-banking system into BCEL in April 2021.
- Approved the regulation and DATA Dictionary of the DATA Governance project.

❖ Business performance in the first 6 months of the year 2021

- **Assets/Liabilities:** 59.564.660 million LAK; 104,70% of the 2021 plan and 19,93% increase comparing with the same period of the last year;
- **Loans:** 29.438.167 million LAK; 98,98% of the 2021 plan and 4,34% increase comparing with the same period of the last year;
- **Deposits:** 53.439.063 million LAK; 106,24% of the 2021 plan and 21,95% increase comparing with the same period of the last year;
- **Capital:** 2.131.374 million LAK; 79,85% of the 2021 plan and 5,85% increase comparing with the same period of the last year;
- **Profit before tax:** 79.577 million LAK, 25,34% of the 2021 plan;
- **Profit after tax:** 37.300 million LAK; 14,85% of the 2021 plan;

Opinion of the Board of Directors:

The Board of Directors agreed with the report.

Vote requirement:

- No vote is required for this agenda.

Agenda 3: To consider and approve the adjustment of the Business Plan for the year 2021

1. Business plan:

- Assets/Liabilities: The original plan was 56.893,30 billion LAK, to be adjusted to 62.298,80 billion LAK; 15,59% increase comparing with the 2020 plan;
- Deposits: The original plan was 50.300,00 billion LAK, to be adjusted to 56.000,00 billion LAK; 16,73% increase comparing with the 2020 plan;
- Loans: The original plan was 29.743,00 billion LAK, to be adjusted to 24.627,00 billion LAK; 15,71% decrease comparing with the 2020 plan;
- Profit before tax: The original plan was 314,00 billion LAK, to be adjusted to **26,00** billion LAK; 90,69% decrease comparing with the 2020 plan;

2. Recruitment: No recruitment (87 employee in the preliminary original plan);

3. Service network expansion: The original plan expected to open 8 service units and shall promote Xaysomboun Service Unit to a branch (1 branch). The adjustment plan shall discontinue the service unit expansion and keep Xaysomboun Service Unit as a Service Unit.

Opinion of the Board of Directors:

The Board of Directors has duly considered and resolved to ask the Shareholders' Meeting to consider and approve this agenda.

Vote requirement:

This agenda will be approved if the approved votes reach more than half of the total votes in the meeting.

Agenda 4: To consider and approve the appointment of the new Board of Directors

The current Board of Directors was appointed by the Shareholders' Meeting for the year 2017 held on the 27th April 2018 and renewed to the term for two times by the Shareholders' Meeting for the year 2019 and the year 2020 one year each.

To enhance the performance of the Board of Directors, BCEL considered and sought endorsement from the authorities concerned to increase the members of the new Board of Directors from 7 to 9 members, with 2-years term of office following the approval of this meeting. The nomination for the new Board of Directors is as follows:

- | | |
|--------------------------------------|--|
| 1. Mr. Bounleua Sinxayvoravong, PhD. | Vice Minister of Finance, as Chairman |
| 2. Mr. Kamsouk Soundara | Independent member, as Vice Chairman |
| 3. Mr. Khamphout Sitthilath | BCEL's General Managing Director, as Member |
| 4. Mr. Pasomphet Khamtanh | Deputy Director General, Department of State-Owned Enterprise Management and Insurance, Ministry of Finance, as Member |
| 5. Mr. Stephane Mangiavacca | COFIBRED representative, as Member |
| 6. A/Prof Thongphet Chanthanivong | Vice Dean of the Faculty of Economics and Business Administration; as Independent Member |
| 7. Mrs. Latdavanh Songvilay | Acting Director General of Center for Macroeconomic Policy and Economic Restructuring (CMER); as Independent Member |
| 8. Mr. Sonexay Silaphet | Vice President of Lao Chamber of Professional Accountants and Auditors (LCPAA); as Independent Member |
| 9. Mr. Viengsouk Chounthavong | BCEL's Deputy Managing Director, as Member |

Opinion of the Board of Directors:

The Board of Directors has duly considered and resolved to ask the Shareholders' Meeting to consider and approve this agenda.

Vote requirement:

This agenda will be approved if the approved votes reach more than half of the total votes in the meeting.

Lao People's Democratic Republic
Peace Independence Democracy Unity Prosperity

Banque Pour Le Commerce Exterieur Lao Public

Vientiane Capital, dated 30/04/2021

Minutes
The Annual General Shareholders' Meeting of BCEL for the year 2020
30/04/2021

Banque pour le Commerce Exterieur Lao Public (BCEL) held the Annual General Shareholders' Meeting for the Year 2020 (hereinafter called: "The Meeting") at 14:15 on the 30/04/2021 in the 3rd Floor Grand Ballroom of Meungthang Hotel, Vientiane Capital, presided over by Mr. Khamsouk SUNDARA, Vice Chairman of BCEL's Board of Directors, together with members of the Board of Directors. The Meeting was attended by 16 shareholders, 161 proxies and the number of shares attending the meeting was 166.877.493 shares, including 6.556.313 shares via proxies, which is equivalent to 80,336% of the total shares of BCEL and this made the quorum of the Meeting in accordance with the Articles of Association of BCEL and relevant laws. The number of shares not attending the Meeting was 40.845.807 shares, equivalent to 19,664% of the total shares of BCEL.

The Chairman of the Meeting informed the Meeting about the rules in the Meeting and the procedures of voting. After that the Meeting proceeded with each agenda by order.

The Meeting considered, commented and resolved on each agenda as follows:

AGENDA 1: Report on the implementation of the resolutions adopted by the shareholders' meeting for the year 2019.

Mr. Phoukhong Chanthachack reported the implementation of the resolutions of the Annual General Shareholders' Meeting of Banque pour le Commerce Exterieur Lao Public for the year 2019.

After that, the Chairman of the Meeting gave the opportunity for the shareholders to ask questions. There was no question in this agenda.

☞ There is no vote required for this agenda, the meeting acknowledged the report;

AGENDA 2: Consider and approve the minutes of the Annual General Shareholders' Meeting of BCEL for the year 2019.

Mr. Phoukhong Chanthachack presented the details of the minutes of the Annual General Shareholders' Meeting of BCEL for the year 2020 which was held on 29 May 2020. The minutes was disclosed in compliance with related regulation;

After that, the Chairman of the Meeting gave the opportunity for the shareholders to ask questions. There was no question in this agenda.

☞ The Meeting had a resolution to approve the minutes of the Annual General Shareholders' Meeting of BCEL for the year 2020 with the vote as follows:

- Approved: 166.877.493 votes, equivalent to 100% of the total votes attending the Meeting.
- Disapproved: 0 votes, equivalent to 0% of the total votes attending the Meeting.

Agenda 3: Consider and approve the Annual Report on the business performance of BCEL for the year 2020.

Mr. Phoukhong Chanthachack briefly reported the Meeting about some of the key details of the annual report on the business performance of BCEL for the year 2020:

- Held the 2019 AGM and paid dividends for the year 2019 to BCEL's shareholders at the rate of 813 LAK/shares.
- Held 4 ordinary Board meetings and 8 extraordinary Board meetings
- Completed 4 disclosures of BCEL's financial reports in accordance with IFRS.
- Introduced the credit policy to ease the loan customers affected by the outbreak of COVID-19.
- Paid attention on preventing the spread of COVID-19 by establishing an ad hoc committee.
- Cooperated with Department of Land, Ministry of Natural Resources and Environment in data connection and land database modernization;
- Upgraded the electronic services to serve the society such as some functions in BCEL One application including FastTrack, FastCash, OneCash, BCEL OneCare, QR Withdrawal and introduced BCEL i-Bank Version 4. Emphasized the upgrade of the new Core-Banking system which is to be launched in Quarter 02 of 2021;
- In 2020, BCEL was also awarded with Mobile Banking & Payment Initiative of the Year-Laos by the Asian Banking and Finance Magazine from the presentation of the Road Tax project;
- Upgraded the AML Section to become a division, separated from the Risk Management and AML Division, making a new division called AML Division and the former division was named Risk Management Division.
- In 2020 the recruitment was made in total of 106 employees including 67 females, equal to 63,85% of the plan.
- In 2020 the service unit expansion was initially planned for 12 service units. However, in practice only 6 new service units could be established, equal to 50% of the plan.

After that, the Chairman of the Meeting gave the opportunity for the shareholders to ask questions. There was no question in this agenda.

☞ **The Meeting had a resolution to approve the annual report on the business performance of BCEL for the year 2020 with the vote as follows:**

- Approved: 166.877.493 votes, equivalent to 100% of the total votes attending the Meeting.
- Disapproved: 0 votes, equivalent to 0% of the total votes attending the Meeting.

Agenda 4: Consider and approve the business results of the year 2020

Mr. Phoukhong Chanthachack reported the business performance results of BCEL for the year 2020 audited by PWC and approved by BCEL's Board of Directors, as follows:

- Assets/liabilities: 53.897.380 million LAK;
- Loans: 29.216.946 million LAK;
- Deposits: 47.974.516 million LAK;
- Profit before tax: 279.417 million LAK;
- Profit after tax: 223.036 million LAK;

After that, the Chairman of the Meeting gave the opportunity for the shareholders to ask questions.

❖ **Question from the shareholder from Canadia Bank Lao LTD:** When comparing the loan of 2020 to the previous year, it has increase a lot. He wanted to know the NPL ratio and how BCEL seek the resolution of NPL?

☞ **Mr. Phoukhong Chanthachack:** responded that NPL in 2020 increased but was still lower than 3% of the total loan. BCEL has paid attention to the resolve the NPL according to the existing regulation. During the spreading of the COVID-19, BCEL has taken the regulation issued by the Bank of the Lao PDR to consider and adjust BCEL's regulation. The bank also monitored the customers and analyzed their actual impact then issue the supported policy to the customers such as the reschedule the repayment of the interest and principal, loan restructured, if necessary, the collaterals must be sold and repay the debt.

❖ **Question from Mr. Phongsavath Leunam, Laos-China Securities Company:**

- The loan of BCEL has been given to Industrial Sector for 51%, he would like to know whether this ratio will change in 2021?
- Does BCEL have the loan policy for SME?
- During the spreading of the COVID-19, does BCEL think that the service network expansion plan and recruitment plan suit with the current situation, due to those plans will have high expense?
- Did BCEL calculate and estimated the expense on staff and income/per person in order to control the expense?
- Regarding the change of the new core-banking system of BCEL, how long often is this change implemented? Will the cost worth it?

☞ **Mr. Phoukhong Chanthachack:** The ratio of BCEL's loan to the Hydro-Power and Industrial Sector has been quite high. BCEL has previously tried to reduce the ratio by only lending to other sectors with more effective projects and better development;

- BCEL has the policy to support the SME customers; BCEL has adopted the regulation according to the regulation issued by the Government for our implementation. BCEL has lent to the customers quite high amount and has plan to support further in the future in

cooperation with the Lao National Chamber of Commerce and Industry to exchange the information and work together to support the targeted customers to access to finance.

- The recruitment of the staff of BCEL shall process according to the actual need of the work and the extension of BCEL's service in each period. In the past 2 years, the recruitment has not been made in full number as planned; BCEL has tried to control the expense related to such area appropriately and accordingly to the plan. The analysis on the cost per employee has been calculated and BCEL shall try our best to improve in the future;
- Regarding the change of the Core Banking System, the previous Core Banking System had been used for more than 10 years. The update of the system is necessary because the maintenance fee of the former system is high, the development of the product is costly and has limitation for upgrading; The migration to the new Core Banking System has been implemented last week and it was successful. The change of the new Core-Banking System is to increase the capacity and to extend the products to be better in the future. The new Core Banking is expected to be used for quite long time.

☞ The Meeting had a resolution to approve the business results of the year 2020 with the vote as follows:

- Approved: 166.877.493 votes, equivalent to 100% of the total votes attending the Meeting.
- Disapproved: 0 votes, equivalent to 0% of the total votes attending the Meeting.

Agenda 5: Consider and approve the dividend for the year 2020

Mr. Phoukhong Chanthachack proposed the Meeting to consider and approve the payment of the dividend according to the profit after tax for the year 2020 of BCEL after deducting tax and the reserves according to the regulation. The total dividend to the shareholders is proposed in the amount of 116.325,05 million LAK, or equivalent to 560 LAK/share; the payment date shall be on 18 May 2021.

After that, the Chairman of the Meeting gave the opportunity for the shareholders to ask questions. There was no question in this agenda.

☞ **The Meeting had a resolution to approve the dividend for the year 2020 with the vote as follows:**

- Approved: 166.877.493 votes, equivalent to 100% of the total votes attending the Meeting.
- Disapproved: 0 votes, equivalent to 0% of the total votes attending the Meeting.

Agenda 6: Consider and adopt the Plan for the year 2021

Mr. Phoukhong Chanthachack proposed the Meeting to consider and approve the Plan for the year 2021 as follows:

- Assets: 56.893.300 million LAK, compared with the figure in 2020 increased by 5,56%;
- Deposits: 50.300.000 million LAK, compared with the figure in 2020 increase by 4,85%;
- Loans: 29.743.000 million LAK, compared with the figure in 2020 increase by 1,80%;

- Profit before tax: 314.000 million LAK compared with the figure in 2020 increase by 12,38%.
- New employee recruitment for the entire network: 87 persons,
- Network expansion: 8 service units countrywide, and upgrade Xaysomboun service unit into a Branch in the end of the year 2021.
- Capital utilization for procurement, construction and maintenance: 335,73 billion LAK and to be booked as assets in total amount: 253,18 billion LAK.

For necessary changes in the future, the AGM is requested to authorize the Board of Directors to modify the Plan for the year 2021 as appropriate.

After that, the chairman of the meeting gave the opportunity for the shareholders to ask questions. There was no question in this agenda.

☞ The Meeting had a resolution to approve the Plan for the year 2021 with the vote as follows:

- Approved: 166.877.493 votes, equivalent to 100% of the total votes attending the Meeting.
- Disapproved: 0 votes, equivalent to 0% of the total votes attending the Meeting.

Agenda 7: Consider and approve the appointment of the independent auditor for the year 2021.

Mr. Phoukhong Chanthachack proposed the Meeting to consider and approve the appointment of PWC as the independent auditor of BCEL for the year 2021, the price for audits and loan portfolio review is in amount of 100.000 USD, a decrease from 123.750 USD in 2020. The service covers the audits in accordance with LAS and IFRS in Lao language and in English, audit review for semi-annual and annual financial statements.

After that, the Chairman of the Meeting gave the opportunity for the shareholders to ask questions. There was no question in this agenda.

☞ The Meeting had a resolution to approve the appointment of the independent auditor for the year 2021 with the vote as follows:

- Approved: 166.877.493 votes, equivalent to 100% of the total votes attending the Meeting.
- Disapproved: 0 votes, equivalent to 0% of the total votes attending the Meeting.

Agenda 8: Consider and approve the appointment of new Board of Directors

Mr. Phoukhong Chanthachack, General Managing Director of BCEL informed the Meeting: Due to the nomination of the new BOD members of BCEL is still under the approval process in accordance with the Law on Commercial Banks. Therefore, he proposed the Meeting to consider and approve the current BOD members to continue their duty until the new BOD is appointed in the next shareholders' meeting.

After that, the Chairman of the Meeting gave the opportunity for the shareholders to ask questions. There was no question in this agenda.

☞ The Meeting had a resolution to approve the current BOD members to continue their duty until the new BOD is appointed in the next shareholders' meeting with the vote as follows:

- Approved: 166.877.493 votes, equivalent to 100% of the total votes attending the Meeting.
- Disapproved: 0 votes, equivalent to 0% of the total votes attending the Meeting.

Agenda 9: Consider and approve the long-term strategic plan of BCEL for the year 2021-2025

Mr. Phoukhong Chanthachack presented the long-term strategic plan of BCEL for the year 2021-2025, which has set the direction, goals and detailed implementation plans under the vision of becoming “a strong and modern bank with international standards”. There are 3 main strategies as follows:

- Strategy 1: Comprehensive organization strengthening (consist of 5 programs and 25 projects)
- Strategy 2: Modernization by applying technology and new innovations in the business and stepping up to digital economy era (consist of 3 programs and 12 projects)
- Strategy 3: Management and service development in accordance with international standards (consist of 3 programs and 5 projects)

After that, the Chairman of the Meeting gave the opportunity for the shareholders to ask questions.

❖ Question from Mr. Phongsavath Leunam, Laos-China Securities Company:

- Will the plan to implement the IFRS standard in 5 years be possible or not?
- What is the proportion of income of BCEL for interest and non-interest incomes ?

☞ **Mr. Phoukhong Chanthachack:** The Strategic Plan of BCEL for 2021-2025 has already set the development target to achieve the IFRS standard and the plan to improve in each period time until 2025 to achieve the international accounting standard;
-Currently, the main source of income of BCEL is from interest, but in the future, BCEL shall focus on generating more income from the service. BCEL has paid attention to develop the product to increase the convenience of the customers and to increase more fee income for BCEL in each year.

After that, the Chairman of the Meeting gave the opportunity for the shareholders to ask questions. There was no question in this agenda.

☞ The Meeting had a resolution to approve the long-term strategic plan of BCEL for the year 2021-2025 with the vote as follows:

- Approved: 166.877.493 votes, equivalent to 100% of the total votes attending the Meeting.
- Disapproved: 0 votes, equivalent to 0% of the total votes attending the Meeting.

Agenda 10: Consider and approve the amendment of BCEL's Articles of Association.

Mr. Phoukhong Chanthachack, General Managing Director of BCEL proposed the Meeting to consider and approve the amendment of BCEL's Articles of Association to maintain consistency with the updates of laws and regulations issued by the regulators including: law on commercial banks, law on securities, law on enterprises, decision on board of directors, Corporate Governance Guideline, Basel II principles and regulations applicable to listed companies.

After that, the Chairman of the Meeting gave the opportunity for the shareholders to ask questions. There was no question in this agenda.

☞ The Meeting had a resolution to approve the amendment of BCEL's Articles of Association with the vote as follows:

- Approved: 177 shareholders and proxies, equivalent to 100% of the total shareholders attending the Meeting, who have in total 166.877.493 shares, equivalent to 100% of the total votes attending the Meeting and 80,336% of the total BCEL's shares.
- Disapproved: 0 shareholders, equivalent to 0% of the total shareholders attending the Meeting.

The Chairman of the Meeting expressed his sincere thanks to all the shareholders and proxies for their kind attendance in the meeting and declared the Meeting close at 15:30 of the same day.

Chairman of the meeting

Minutes Taker

Khamsouk SUNDARA

Sonenalin SENGMANY

The Business Performance of BCEL for the first 6 months of the year 2021 (In Brief)

1. Outstanding activities report in brief.

- Held BCEL's Business Performance Review Meeting for 2 times (1 time online), held 3 Extraordinary BOD's Meetings and 1-time Annual General Shareholders' Meeting (AGM) for 2020 and paid the dividend to BCEL's shareholders for 560 LAK/Share;
- Extended the service of modern payment to some companies including the cooperation with M-Point Mart Trading Company on the payment for goods via QR Code Payment and money-transfer service with U-money and M-Money;
- Launched BCEL ATM Chip Card
- Launched the use of new Core-Banking of BCEL overall network since April 2021;
- Approved the Regulation and Data Dictionary for the project of BCEL's DATA Governance;
- Issued Agreement on Approval of 2021 Business Plan and the Long-Term Strategic Plan from 2021-2025 after the AGM.
- Change of the Director Level Position:
 1. Transferred 1 deputy managing director to the new position in another state-owned bank;
 2. Approved a resignation of 1 deputy managing director;
 3. Appointed 4 deputy managing directors;
 4. Approved the transfer of Mr. Phoukhong Chanthachack, the former General Managing Director of BCEL, to the new position at the Bank of the Lao PDR and appointed Mr. Khamphout Sithilath as the new General Managing Director of BCEL.
- Strictly Implement the measurement to prevent the COVID-19 according to the Central Special Task Force and the Announcement of the Government in each period time.

2. Business performance in the first 6 months of the year 2021

- **Assets/Liabilities:** 59.564.660 million LAK; 104,70% of the 2021 plan and 19,93% increase comparing with the same period in the last year;
- **Loans:** 29.438.167 million LAK; 98,98% of the 2021 plan and 4,34% increase comparing with the same period in the last year;
- **Deposits:** 53.439.063 million LAK; 106,24% of the 2021 plan and 21,95% increase comparing with the same period in the last year;
- **Capital:** 2.131.374 million LAK; 79,85% of the 2021 plan and 5,85% increase comparing with the same period in the last year;
- **Profit before tax:** 79.577 million LAK, 25,34% of the 2021 plan;
- **Profit after tax:** 37.300 million LAK; 14,85% of the 2021 plan;

3. Branches-Divisions and Organizational Structures of BCEL.

BCEL has 1 Headquarters, 15 Divisions, 3 Centers, 20 Branches, 99 Service Units and 15 Exchangers overall the country; 7 Directors (1 General Managing Director and 6 Deputy Managing Directors); 2.176 staff, 1.014 staff. (In 2021, BCEL has cancelled the staff recruitment, which was previously set in the plan for 87 people).

4. Equipment Supply, Construction and Repair.

Equipment Supply for overall network: booked as fixed assets in the total amount of 43,69 Bil LAK or 17% of the year plan.

5. Service Unit Extension Plan.

In 2021, BCEL has closed 1 Service Unit (Lao-Bao Service unit, which was under the supervision of Svannakhet Branch). The bank has also stopped the expansion of the new service units and the ones that are in the plan (In total of 8 Service Units) and 1 new Branch, Saysomboun Service Unit to be upgraded to Branch, shall be maintained as Service Unit.

6. The implementation of plans, projects and workplans.

No	Description: 11 Work Plan, 42 Projects	Status 2021	Remarks
		28%	
Strategy 1	Build Internal Strength at all areas	28%	
Work plan 1	Finance Administration and increase the business performance capacity sustainably	43%	
Work plan 2	Credit Management	43%	
Work plan 3	Development of human resource to be strong in skills and effective	34%	
Work plan 4	Build and strengthen the Risk Management and Anti-Money Laundering	20%	
Work plan 5	Develop the Corporate Governance toward international standard and build the standards to become Qualified ASEAN Bank (QAB)	0%	Haven't implemented
Strategy 2	Strategies for modernization by using new technologies and innovations into business to get through the digital economy era	40%	
Work plan 6	Development and Management of IT System	40%	
Work plan 7	Management of Information System and development of Statistics to achieve International Standard and Quality	50%	
Work plan 8	Development of Products and transform to modernization in Digital Banking	30%	
Strategy 3	Build the management and service toward International Standard	17%	
Work plan 9	Improve and develop accounting system and reporting system	9%	
Work plan 10	Improve and develop auditing system toward international standard	25%	
Work plan 11	Develop the PCI Project (Payment Card Industry Data Security Standard)		Haven't implemented

Outlook for BCEL's Business Performance At the end of the year 2021

I. Marco economic situation during the outbreak of COVID-19

The widespread of COVID-19 has significantly affected to Lao economy. Since the first wave of COVID-19 in 2020 leads to the growth rate of Lao economy at only 3,3%¹, in which tourist sectors and its relevant activities are severely affected by COVID-19 epidemic. The outbreak of COVID-19 found in community in Q2 2021 leads the government to implement more precise measures compared to previous condition. The growth rate of Lao economy is anticipated at 3,7% resulting from the efforts of government for economic recovery from a number of measures to strengthen macroeconomic in the end of 2020 and Q1 2021. The efforts have positive effect to the country's economic recovery (excluding the second and third wave of COVID-19 outbreak. Notably, the sectors remaining support the growth mainly from domestic tourist sectors increased by 11,04%. The value of exports increased by 29,05% (electricity, mix gold (gold bars), copper products, agricultural products and electric). Investment and domestic consumption increased by 30,64%, the value of investment registration increase twice. However, this sector is expected to slowly grow in Q2 and Q3 2021, as the number of COVID-19 pandemic cases remain high nationwide.

In general, Lao economy stability remains fragile. Inflation rate continually rises and the Lao Kip remains depreciated. The monetary and fiscal is susceptible due to high pressure from expenditure in Q2 2021, the situation of monetary, credit and foreign exchange reserved is unstable.

However, the economic growth rate in 2021 is uncertain due to high figures of COVID-19 new cases which is relatively high compared with the year 2020. If the situation is prolonged, the government's measures are more restricted and leads to high risk on economy and the growth rate is probably slower than the anticipation as a number of the business is adversely affected by COVID-19 outbreak.

II. Impact on the business operation of BCEL by the end of 2021.

Due to the wide and severe spreading of the COVID-19 pandemic, it has impacted many sectors directly and indirectly, particularly the banking sector. This includes the business performance of BCEL, which has led to the high risk related to the Credit Management, the main source of income of the bank. This was shown by the impact on the businesses that resulted in the delay on the payment of their interests and principals to the bank.

While the bank has implemented the support policies on the delay of the principal and interest repayment for the customers, who have been impacted by the pandemic in different levels, there have been customers that were unable to repay both interest nor principal on time or according to the new adjusted contracts. This group of customers might be downgraded and become NPL. The rising of NPL has led to an increase in the expenditure on the loan loss provision by BCEL to protect against the risk in quarter 4, which the ratio has been higher than the plan.

¹ Source: Lao Economy Annual Report 2021, National Institute for Social and Economic Research

The debt resolving plan for 2021 hasn't been able to implement due to many assets were difficult to be sold and the price has fallen due to the downturn of the economy. Many sectors have confronted difficulty from the suspending on investment. In additions, BCEL also received the debt deviation from the government and many customers paid for their debt by the government bonds and this led to the decrease of loan when comparing to the previous year. This resulted in the decrease of the loan interest income from the plan.

Other sources of income of BCEL could be seen to be slightly beyond the plan such as income from fees, income from bond interest and others. However, there was a growth in business expenditure, especially the expenditure on the deposit interest, which grew due the growth of deposit over the plan (The other reason might be the suspend of overseas investment by the customers to reduce the risks). Moreover, expenditure of reserves and provisions increased according to the rise of the customers' risk downgrading. Other expenses in businesses were seen to be controllable and less than the plan including the expenses on staff, the administration expense, the expense on depreciation, the cancellation of new staff recruitment, the cancellation of new service unit expansion and the emphasis on saving within the bank. These aimed to reduce the cost in administration to reflect the economic situation and to reduce the risk in the future.

For those reasons, BCEL needs to adjust some ratios in the Business Plan, especially the ratios that are unable to attain. Nevertheless, BCEL's Board of Management shall try to achieve the business performance in order to have less impact to the business operation of BCEL in the long-term as well as the shareholders.

III. To propose the adjustment of the 2021 Business Plan (The adjusted plan shall compare to the IFRS, separated version) and other related plans:

1. **Assets/Liabilities:** In the old plan was 56.893,30 Billion LAK to propose the adjustment of 62.298,80 Billion LAK or 15,59% increase from the actual figure of the year 2020;
2. **Deposit:** In the old plan 50.300,00 Billion LAK, The new proposed ratio is 56.000,00 Billion LAK or 16,73% increase from the actual figure of the year 2020;
3. **Total loans:** In the old plan was 29.743,00 Billion LAK, the new proposed ratio is 24.627,00 Billion LAK or 15,71% decrease from the actual figure of the year 2020;
4. **NPL:** In the old plan was 890,00 Billion LAK, the new proposed ratio is 1.026,00 Billion LAK or 18,63% increase from the actual figure of the year 2020;
5. **NPL/Loan:** 4,17%

6. **Profit before tax:** In the old plan 314,00 Billion LAK, to propose the adjustment to **26,00 Billion LAK** or 90,69% decrease from the actual figure of the year 2020;
7. **The plan for staff recruitment** for 87 staff, to propose the BOD to cancel the recruitment plan for 2021 (BCEL has issued the Notice No 061/BCEL.2021 dated 08/07/2021 on the cancellation of the staff recruitment);
8. **The plan to extend the service network** for 8 Service Units and the upgrading of Xaysomboun Service Unit into Branch shall be cancelled along with the extension plan of service points for 2021 (The Committee on Construction, Repair and Decoration of BCEL has agreed on the suspension and cancellation of the service extension on 23/06/2021);



Bounleua Sinxayvoravong
Chairman

Biography

Date of birth: 24 November 1966
 Nationality: Lao
 Language: Lao, English
 Designation: Vice Minister of Finance

Education

2004: Doctorate Degree in Economics from Australian National University, Australia.
 2000: Master Degree in Economics from Australian National University, Australia.
 1997: Master Degree in Business Administration from Thammasat University Bangkok, Thailand.
 1990: Bachelor and Master Degrees in Science, Physics and Mathematics from Moscow Pedagogical University, Moscow, Russia.

Professional experience

01/2020 – present Vice Minister of Finance, Ministry of Finance.
 2016 – 2020 Director General of Fiscal Policy Department, Ministry of Finance.
 07/2014 – 2016 Director General of National Budget, Ministry of Finance.
 01/2013 – 05/2014 Director General of Monetary Policy Department, Ministry of Finance.
 11/2010 – 12/2012 Alternate Executive Director of the Board of Asian Development Bank of Afghanistan, Bangladesh, Bhutan, India, Lao PDR, Tajikistan and Turkmenistan. Asian Development Bank Headquarters Manila, Philippines.
 04/2007 – 11/2011 Deputy Director General of External Finance Department, Ministry of Finance.
 05/2005 – 03/2007 Director General of Financial Economic Policy Department, Ministry of Finance.
 10/1996 – 08/1998 Deputy Division of Accounting Department, Treasury Department, Ministry of Finance.
 07/1993 – 10/1996 Finance Staff, Ministry of Finance.
 07/1991 – 06/1993 Lecturer at National University of Laos



Khamsook Sundara
Vice Chairman

Biography

Date of birth: 3 June 1945
 Nationality: Lao
 Language: Lao, English, and French
 Designation: Independent Member

Education

1993: Trained in George Town University (pew Fellowship Program) Washington D.C, USA.
 1985: Trained in Indian Institute for Bank Management, Puna, India.
 1974: Trained in International Training Center, Nagoya, Japan.
 1972: Trained in Economics Areas at UN Institute of Economic Management in Bangkok, Thailand.
 1969: Graduated from High School and University in Australia (Bachelor of Arts from University of New South Wales).

Professional experience

04/2005: Finance and Banking Advisor at Lane Xang Minerals limited (Subsidiary of Oxiana Group, Melbourne, Australia).
 1995 – 1996: Advisor to the Executive Director of South East Asia constituency of the IMF, Washington D.C.
 1990 – 1994 and 1997 – 2005: Worked at Bank of Lao PDR.
 1976– 1989: Bank of Lao PDR.
 1976 – 1989: Worked at Banque pour le Commerce Exterieur Lao Public.
 1970 – 1975: Worked at Banque de Development du Laos (LDB in present).



Khamphout Sitthilath

Biography

Date of birth: 28 April 1965
 Nationality: Lao
 Language: Lao, English, and Russian
 Designation: General Managing Director of BCEL

Education

2009: A Higher Diploma in Political and Public Administration, National Academy of Political and Public Administration.
 1997 – 1998: Master Degree of Economics from Japan.
 1987 – 1993: Master Degree of Economics, Finance and Credits (Graduated with honors), Russia.

Professional experience

2021-Present: General Managing Director of Banque pour le Commerce Extérieur Lao Public.
 2012 – 2021: Director General of Monetary Policy Department, Bank of the Lao PDR.
 2010 – 2012: Acting Director General of Monetary Policy Department, Bank of the Lao PDR.
 2007 – 2010: Deputy Director General of Monetary Policy Department, Bank of the Lao PDR.
 2005 – 2007: Advisor to the Executive Director for the Southeast Asia Constituency (OEDST) at the International Monetary Fund (IMF), USA.
 2000 – 2005: Deputy Director General, Economic Research Department, Bank of the Lao PDR.
 1999 – 2000: Chief of International Economic Research Division, Bank of Lao PDR.
 1993 – 1999: An Economist at Economic Research Department (Monetary Policy Department), Bank of the Lao PDR.
 1983 – 1985: An accounting staff at State Bank of Lao PDR, Luangprabang Branch.



Pasomphet Khamtanh

Biography

Date of birth: 25 May 1970
 Nationality: Lao
 Language: Lao, English
 Designation: Deputy Director General of State Enterprise Investment and Insurance Supervision Department, Ministry of Finance.

Education

08/2020-Present: Master's Degree of Economic and Business from Kyung Hee University in South Korea.
 1987-1993: Bachelor Degree in Machinery Management from Technical College, Laos.

Professional experience

08/2000- Present Deputy Director General of State Owner Enterprises Management and Insurance Department, Ministry of Finance.
 2016-2020 Deputy Director General of Fiscal Policy and Regulation Department, Ministry of Finance.
 2013-2016 Chief of External Finance and Debt Management Department Division.
 2009-2013 Chief of the Projects of Chief of External Finance and Debt Management Department Division.
 2007-2008 Deputy Division of Finance Statistics, Fiscal Policy Department, Ministry of Finance.
 1998-2007 Staff of Budget Department, Ministry of Finance.
 1994-1998 Staff of External Finance Department, Ministry of Finance



Stephane MANGIAVACCA

Biography

Date of birth: 11 July 1975
 Nationality: French
 Language: French, English, Spain, Chines and Japanese
 Designation: Chief of International Banking, BRED Banque Populaire, Paris, France.

Education

September 1996 - October 1999

- Ecole Nationale Supérieure des Mines de Saint-Etienne, Engineering Diploma with honors.
- University of New Brunswick in Canada, 2 semester exchange program in Environmental Engineering
- Majors in Project Management, Business Administration and Chemical Engineering
- Undergraduate and graduate classes in Economics

Professional experience

01/2000- Present	Chief of International Banking, BRED Banque Populaire, Paris, France
2009-2010	Chief Risk & Compliance Officer
2001-2009	Senior Manager of Quantitative Audit - Creation of a dedicated team for quantitative topics
1999-2001	Commercial assistant (selection by the Ministry on academic achievements)
1999	Internship trainee at EDF, French Company of Electricity, Lyon, France
1998	Internship trainee at the Yokohama Rubber Company, Hiratsuka, Japan
1997	Internship trainee at Pechiney-Aluminum, Issoire, France



Thongpheth Chanthanivong

Biography

Date of birth: 20 April 1962
 Nationality: Lao
 Language: Lao, English,
 Designation: Deputy Dean of Faculty of Economics and Business Administration, National University of Laos.

Education

2018-2021: PhD. Candidate (Accountancy), 2021, Sipsathum University, Thailand.
 2019: Received CPA Certificate
 1998-2000: International Business Management), at De Mons University in Belgium.
 1998-2000: Master in Business Administration at AIT University in Thailand.
 1996-1997: Bachelor Degree in Business Administration, the Co-project between National Politics School and AIT University in Thailand.
 1981-1985 Bachelor of Science (Mathematics and Physics), National University of Laos

Professional experience

- Vice-Dean, Faculty of Economics and Business Management (Responsible of Post-Graduate Program), National University of Laos.
- Associate Professor in Business Administration (2006).
- Chairman of CPA's Curriculum, Lao Chamber of Professional Accountants and Auditors.
- Member of Lao Chamber of Professional Accountants and Auditors Board Committees.
- Member of Lao Telecom Company's Board Committees.
- Member of Lao's Accounting System Improvement (Ministry of Finance)
- Teacher of the Master and Bachelor courses of the subjects: Business, Accounting, Finance and Banking, Economics of the National University of Laos.
- Guest speakers for the MBA course of Khonekhan University, Thailand.
- Trainer on IFRS and LAS Auditing.



Latdavanh Songvilay

Biography

Date of birth: 27 April 1982
 Nationality: Lao
 Language: Lao, English,
 Designation: Acting Chief of Centre of
 Macroeconomics Policy Research and
 Economic Restructuring.

Education

2008-2009: Master in Public Policy, National Graduate
 Institute for Policy Studies, Japan.
 2000-2005: Bachelor of Economics Faculty of
 Economics & Business Management,
 National University of Laos.
 2004: Certificate of Economics, National
 University of Singapore.

Professional experience

2019-Present: Acting Director General of Centre of
 Macroeconomics Policy Research and
 Economic Restructuring.
 2016-2019: Deputy Director General, Chief of Centre
 of Macroeconomics Policy Research and
 Economic Restructuring.
 2015-2016: Head of Division at Centre of
 Macroeconomics Policy Research and
 Economic Restructuring.
 2011-2015: Deputy Head of Division at Centre of
 Macroeconomics Policy Research and
 Economic Restructuring.
 2005-2011: Research Assistant to the Researcher at
 Centre of Macroeconomics Policy
 Research and Economic Restructuring.



Sonexay Silaphet

Biography

Date of birth: 1 January 1977
 Nationality: Lao
 Language: Lao, English,
 Designation: Vice President of Lao Chamber of Accountants and Auditors.

Education

2017-2021: PhD. Candidate in Accountancy, Sripatum University, Thailand.
 2018: Member of CPA Laos
 06/2016: Member of CPA Australia
 2013-2014: Master of Business Administration major in Finance, Santapol College, Thailand.
 1995-2000: Bachelor Degree of Business Administration, Comcenter College, Laos
 1999-2000: Member of Lao Institute of Chartered Public Accounts (LICPA)
 1995-1998: Diploma in Business Administration, major in Accounting at Pakpasak Technical College, Laos

Professional experience

2015- Present Vice President of Lao Chamber of Accountants and Auditors.
 01/2016-12/2017 President of ASEAN Federation of Accountants (AFA)
 01/2014-12/2015: Vice President of ASEAN Federation of Accountants (AFA)
 07/2011-09/2014: Director of Ernst & Young Lao Limited
 07/2008-06/2011: Senior Manager of Auditing at Ernst & Young Lao Limited
 05/2004-08/2007: Audit Manager at PriceatwerhouseCoopers (Lao) Ltd
 2002-05/2004: Experienced Audit Senior at PriceatwerhouseCoopers (Lao) Ltd
 2000-2001: Audit Senior at PriceatwerhouseCoopers (Lao) Ltd
 1998-1999: Audit Assistant at PriceatwerhouseCoopers (Lao) Ltd.



Viengsouk Chounthavong

Biography

Date of birth: 15 August 1964
 Nationality: Lao
 Language: Lao, English, and Czech
 Designation: Deputy Director of BCEL

Education

2017: 45 days Political Theory Course, Politics and Administration School.
 1982 – 1989: Master Degree in Economics and Commerce, Czech Republic.

Professional experience

2019 – Present Deputy Managing Director of BCEL.
 2015 – 2018: Chief of Credit Administration Division and Member of BOD of BCEL-KT Securities Company.
 2013 – 2015: Branch Manager of BCEL's Champasak Branch.
 2011 – 2013: Branch Manager of BCEL's Salavanh Branch.
 2010 – 2011: Acting Branch Manager of BCEL's Salavanh Branch.
 2007 – 2010: Acting Branch Manager of BCEL's Champasak Branch.
 2005 – 2007: Acting Deputy Branch Manager of BCEL's Champasak Branch.
 2003 – 2005: Chief of Credit Section, BCEL's Champasak Branch.
 2001 – 2002: Head of Service Division, BCEL's Champasak Branch.
 1996 – 2000: Staff of Credit Division, BCEL's Champasak Branch.

បែរមាតិកា Proxy

1. ຂ້າພະເຈົ້າ ສັນຊາດ.....
 I / We nationality
 ເຮືອນເລກທີ ບ້ານ ເມືອງ
 residing at Village District
 ແຂວງ Province.....

ເປັນຜູ້ຖືຮຸ້ນຂອງທະນາຄານການຄ້າຕ່າງປະເທດລາວ ມະຫາຊົນ

Being a shareholder of Banque Pour Le Commerce Exterieur Lao Public

ມີຮຸ້ນທີ່ຖືຈຳນວນ.....ຮຸ້ນຊຶ່ງເທົ່າກັບຈຳນວນສຽງທີ່ຈະລົງຄະແນນສຽງ

Holding a total number ofshares which are equivalent to the same number of votes

2. ຂໍມອບໝາຍສະມາຊິກສະພາບໍລິຫານອິດສະຫຼະທ່ານໃດໜຶ່ງລຸ່ມນີ້:

Hereby assign either one of the Independent BOD members below:

☐ ທ່ານ ຄຳສຸກ ສຸນດາຣາ
Mr. Khamsouk Sundara

ຫຼື ☐ ທ່ານ ຮສຈ. ປອ. ພູເພັດ ກ້ຽວພິລາວົງ
or Assoc. Prof. Phouphet Kyophilavong

☐ (ຫຼືບຸກຄົນອື່ນ ກະລຸນາລະບຸລາຍລະອຽດ / Or other person, please specify):

ຂໍ້ມອບໝາຍ ທ່ານ/ທ່ານ ນາງ ອາຍ.....ປີ

Hereby assign Mr./Ms. _____ age _____

ឈ្មោះ..... ឃុំ/សង្កាត់.....

Nationality..... residing at.....

ບ້ານ.....ເມືອງແຂວງ

Village District Province.....

ໃຫ້ເປັນຜູ້ຕາງໜ້າຂອງຂ້າພະເຈົ້າ ເພື່ອເຂົ້າຮ່ວມ ແລະ ລົງຄະແນນສຽງແທນຂ້າພະເຈົ້າຢູ່ໃນກອງປະຊຸມສາມັນຜູ້ຖືຮຸ້ນ ສະໄໝວິສາມັນ ຂອງ
ທະນາຄານການຄ້າຕ່າງປະເທດລາວ ມະຫາຊົນ, ທີ່ຈະຈັດຂຶ້ນໃນ ເວລາ 14:00 ໂມງ ຂອງວັນທີ 29 ຕຸລາ 2021.

To be my/our proxy to attend and vote on my/our behalf in the Extraordinary Shareholders Meeting of the Banque Pour Le Commerce Exterieur Lao Public which will be held at 14:00 PM of 29 October 2021.

3. ຂ້າພະເຈົ້າ ອະນຸຍາດໃຫ້ຜູ້ຕາໜ້າລົງຄະແນນສຽງແທນຂ້າພະເຈົ້າ ຢູ່ໃນກອງປະຊຸມດັ່ງນີ້ (ເລືອກເອົາໜຶ່ງ ຈາກສອງທາງເລືອກລຸ່ມນີ້)

I /We authorize the proxy to vote on my/our behalf in the Meeting as follows (**choose one from the two following options**):

1. ☐ ໃຫ້ຜູ້ຕາງໜ້າມີສິດພິຈາລະນາ ແລະ ລົງຄະແນນສຽງໃນທຸກໆບັນຫາແທນຂ້າພະເຈົ້າ ຕາມທີ່ຜູ້ກ່ຽວເຫັນສົມຄວນ; ຫຼື
To grant the proxy to consider and vote in all agendas on my/our behalf as the proxy may deem appropriate; **or**

2. ☐ ໃຫ້ຜູ້ຕາງໜ້າລົງຄະແນນສຽງຕາມຄວາມຕ້ອງການຂອງຂ້າພະເຈົ້າດັ່ງນີ້ (ຖ້າເລືອກຂໍ້ນີ້, ກະລຸນາເລືອກລົງຄະແນນ **ເຫັນດີ** ຫຼື **ບໍ່ເຫັນດີ** ໃນທາງລະລຸ່ມນີ້):

To grant the proxy to vote as per my/our intention indicated in the followings (If you select this option, please choose to vote either **approve** or **disapprove** in every agenda):

ວາລະທີ 1: ຮັບຮອງບົດບັນທຶກກອງປະຊຸມຜູ້ຖືຮຸ້ນປະຈຳປີ 2020

Agenda 1: To consider and approve the minutes of the annual general shareholders' meeting of BCEL for the year 2020

☐ ເຫັນດີ / approve

☐ ບໍ່ເຫັນດີ / disapprove

ວາລະທີ 2: ລາຍງານ ການດຳເນີນງານຂອງ ທຄຕລ ໄລຍະ 6 ເດືອນ ປີ 2021

Agenda 2: A brief report on BCEL's Business Performance for the 6 months of the year 2021

(ບໍ່ມີການລົງຄະແນນສຽງ / No vote required)

ວາລະທີ 3: ພິຈາລະນາ ແລະ ຮັບຮອງການດັດແກ້ແຜນການປີ 2021

Agenda 3: To consider and approve the adjustment of the Business Plan for the year 2021

☐ ເຫັນດີ / approve

☐ ບໍ່ເຫັນດີ / disapprove

ວາລະ 4: ພິຈາລະນາ ແລະ ຮັບຮອງການແຕ່ງຕັ້ງສະພາບໍລິຫານຊດໃໝ່

Agenda 4: To consider and approve the appointment of the new Board of Directors

☐ ເຫັນດີ / approve

☐ ບໍ່ເຫັນດີ / disapprove

4. ການລົງຄະແນນສຽງຂອງຜູ້ຕາງໜ້າທີ່ບໍ່ເປັນໄປຕາມໃບມອບສິດນີ້ ໃຫ້ຖືວ່າບໍ່ຖືກຕ້ອງ ແລະ ບໍ່ແມ່ນການລົງຄະແນນຂອງຂ້າພະເຈົ້າ.

Any votes made by the proxy contradicting to this Proxy shall be considered as invalid and shall not constitute my/our votes as the shareholder.

5. ໃນກໍລະນີທີ່ຂ້າພະເຈົ້າ ບໍ່ໄດ້ລະບຸຄວາມຕ້ອງການຂອງຕົນໃນການລົງຄະແນນສຽງໃນວາລະໃດໜຶ່ງ ຫຼື ລະບຸໄວ້ ບໍ່ຈະແຈ້ງ ໃຫ້ຖືວ່າຂ້າພະເຈົ້າ ລົງຄະແນນສຽງເຫັນດີ

In case I/we have failed to specify my/our voting intention in any agenda or not clearly specified, my/our vote in such agenda shall be deemed approved.

6. ທຸກການກະທຳໃດຂອງຜູ້ຕາງໜ້າໃນກອງປະຊຸມ ທີ່ເປັນໄປຕາມໃບມອບສິດນີ້ ໃຫ້ຖືວ່າຂ້າພະເຈົ້າ ໄດ້ກະທຳເອງທຸກປະການ.

Any action made by the proxy in the meeting in accordance with this Proxy, shall be deemed as having been performed by myself/ourselves in all respects.

ທີ່..... ວັນທີ...../...../2021.

Wrote at..... date.....

ເຊັນຜູ້ຖືຮຸ້ນທີ່ມອບໝາຍ / signed by the shareholder

ເຊັນຜູ້ຕາງໜ້າ / signed by the proxy

ໝາຍເຫດ/Remark:

1. ຜູ້ຖືຮຸ້ນ ຈະຕ້ອງແຕ່ງຕັ້ງຜູ້ຕາງໜ້າພຽງຜູ້ດຽວເຂົ້າຮ່ວມກອງປະຊຸມ ແລະ ລົງຄະແນນສຽງແທນຕົນເອງ
The shareholder is required to assign only one proxy to attend and vote in the meeting on the shareholder's behalf.
2. ໃບມອບສິດສະບັບນີ້ຈະຕ້ອງນຳໄປຈົດທະບຽນສານ ນຳສຳນັກງານທະບຽນສານທີ່ຢູ່ສະດວກສຳລັບທ່ານ ເພື່ອໃຫ້ຮັບປະກັນຜົນ
ສັກສິດທາງກົດໝາຍ, ທະນາຄານມີສິດປະຕິເສດໃບມອບສິດໃດໆທີ່ບໍ່ໄດ້ຈົດທະບຽນສານ.
This Proxy must be certified by your most convenient Court Notary Office to ensure its legal validity. BCEL may reject any Proxies or proxy authorizations without endorsement of the Court Notary Office.
3. ຜູ້ຕາງໜ້າ ຕ້ອງສະແດງເອກະສານຂອງຕົນເອງຕໍ່ ພະນັກງານປະຈຳໂຕະລົງທະບຽນ ຄື: ບັດປະຈຳຕົວ ຫຼື ປຶ້ມສຳມະໂນຄົວ ຫຼື ໜັງສື
ຜ່ານແດນ (ສຳລັບນັກລົງທຶນຕ່າງປະເທດ) ພ້ອມກັບສຳເນົາເອກະສານປະເພດດຽວກັນນີ້ຂອງຜູ້ຖືຮຸ້ນ, ໃບມອບສິດສະບັບນີ້ ແລະ ໜັງ
ສືເຊັນປະຊຸມ.
The proxy must present to the officers at registration desk his/her valid ID Card, or family book or passport (in case of foreign investor) together with the copies of the same documents of the shareholder, this Proxy, and the Invitation to the Meeting.

Curriculum Vitae



Name and Surname: **Mr. Khamsouk Sundara**

Date of birth: 3 June 1945

Nationality: Lao

Language: Lao, English, and French

Designation: Independent Member

Tel: 020 55514235

Email: Khamsouk_sd@yahoo.com

I. Education

- 1993: Trained in George Town University (pew Fellowship Program) Washington D.C, USA.
- 1985: Trained in Indian Institute for Bank Management, Puna, India.
- 1974: Trained in International Training Center, Nagoya, Japan.
- 1972: Trained in Economics Areas at UN Institute of Economic Management in Bangkok, Thailand.
- 1969: Graduated from High School and University in Australia (Bachelor of Arts from University of New South Wales).

II. Professional experience

- 04/2005: Finance and Banking Advisor at Lane Xang Minerals limited (Subsidiary of Oxiana Group, Melbourne, Australia).
- 1995 – 1996: Advisor to the Executive Director of South East Asia constituency of the IMF, Washington D.C.
- 1990 – 1994 and 1997 – 2005: Worked at Bank of Lao PDR.
- 1976– 1989: Bank of Lao PDR.
- 1976 – 1989: Worked at Banque pour le Commerce Extérieur Lao Public.
- 1970 – 1975: Worked at Banque de Développement du Laos (LDB in present).

Curriculum Vitae



Name: **Assoc.Prof. Dr. Phouphet Kyophilavong**

Nationality: **Lao**

Date of Birth: **05 Feb 1974**

Languages: **Lao, English, Japanese**

Phone Number: **020 55527321**

Email: **Phouphetkyophilavong@gmail.com**

I. Education Background:

- 2000-2003: Doctoral Degree in Economics, Kobe University, Japan
- 1998-2000: Master Degree in Civil Engineering, Osaka University, Japan
- 1994-1998: Bachelor Degree in Civil Engineering, Osaka University, Japan

II. Professional Experience (1):

- 2021 - present: Dean, Faculty of Economics and Business Management, National University of Laos
- 2013-2020: Vice Dean, Faculty of Economics and Business Management, National University of Laos
- 2008-2013: Director, Research Division, Faculty of Economics and Business Management, National University of Laos
- 2006-2008: Deputy Head, Department of Economics, Faculty of Economics and Business Management, National University of Laos
- 2004-2006: Deputy Director, Research Division, Faculty of Economics and Business Management, National University of Laos
- 2003-2004: Lecturer, Faculty of Economics and Business Management, National University of Laos

Professional Experience (2):

- 2017 Visiting Associate Professor, Graduate School of International Cooperation Studies (GSICS), Kobe University, Japan
- 2016/15 Visiting Lecturer, Graduate School of Management, Kyoto University, Japan
- 2013 US-ASEAN Fulbright Visiting Fellow Vising, Economic Division, Harvard University, USA
- 2011 Visiting Associate Professor, Nanyang Technological University, Singapore
- 2010 Visiting Fellow, Laval University, Canada.
- 2009 Visiting Lecturers, Graduate School of International Development (GSID), Nagoya university, Japan
- 2008 Visiting Associate Professor, Economic Research Center, Nagoya University, Japan
- 2005 Visiting Fellow, Institute of Developing Economy (IDE), Tokyo, Japan

ລະບຽບສໍາລັບການດໍາເນີນກອງປະຊຸມຜູ້ຖືຮຸ້ນ ທຄຕລ
Rules for the Shareholders' Meeting of BCEL

1. ການລົງທະບຽນເພື່ອເຂົ້າຮ່ວມກອງປະຊຸມ/Registration for attending the meeting

ຜູ້ເຂົ້າຮ່ວມກອງປະຊຸມທຸກຄົນ ຕ້ອງລົງທະບຽນໃຫ້ຮຽບຮ້ອຍຕາມຂັ້ນຕອນທີ່ ທຄຕລ ກໍານົດໄວ້ ກ່ອນເຂົ້າຮ່ວມກອງປະຊຸມ ແລະ ຕ້ອງອະນຸຍາດໃຫ້ ທຄຕລ ສໍາເນົາເອົາບັດປະຈຳຕົວ ຫຼື ໜັງສືຜ່ານແດນ ຫຼື ເອກະສານອື່ນໆທີ່ສາມາດໃຊ້ແທນໄດ້ ເພື່ອເອົາໄວ້ເປັນຫຼັກຖານ.

All attendees must complete registration in accordance with the procedures specified by BCEL before attending the meeting and allow BCEL to photocopy their ID cards or passports or other similar documents as evidence.

ຜູ້ຖືຮຸ້ນ ຫຼື ຜູ້ຕາງໜ້າທີ່ໄດ້ຮັບມອບໝາຍ ຕ້ອງນໍາເອົາໜັງສືແຈ້ງສິດເຂົ້າຮ່ວມກອງປະຊຸມທີ່ອອກໃຫ້ໂດຍຕະຫຼາດຫຼັກຊັບລາວ (ທີ່ມີເຄື່ອງໝາຍບາໂຄດ) ມາແຈ້ງພ້ອມໃນເວລາລົງທະບຽນ. ກໍລະນີທີ່ບໍ່ມີໃບແຈ້ງສິດເຂົ້າຮ່ວມກອງປະຊຸມແລ້ວນັ້ນ ຈະຖືວ່າການລົງທະບຽນບໍ່ສໍາເລັດ ແລະ ຈະສົ່ງຜົນໃຫ້ຜູ້ຖືຮຸ້ນ ຫຼື ຜູ້ຕາງໜ້າ ບໍ່ມີສິດລົງຄະແນນສຽງ, ຕັ້ງຄໍາຖາມ ຫຼື ມີຄໍາເຫັນຕໍ່ທີ່ປະຊຸມ.

Shareholders or proxies must bring and present to the registration desk the Invitation issued by the Lao Securities Exchange (containing bar code). In absence of such Invitation, the registration shall be deemed incomplete and shall lead such shareholders or proxies to have no right to vote, question or make comments in the meeting.

ຜູ້ຕາງໜ້າ ຕ້ອງສະແດງເອກະສານຂອງຕົນເອງຕໍ່ພະນັກງານປະຈຳໂຕະລົງທະບຽນ ຄື: ບັດປະຈຳຕົວ ຫຼື ປຶ້ມສໍາມະໂນຄົວ ຫຼື ໜັງສືຜ່ານແດນ (ສໍາລັບນັກລົງທຶນຕ່າງປະເທດ) ພ້ອມກັບ ສໍາເນົາເອກະສານປະເພດດຽວກັນນີ້ຂອງຜູ້ຖືຮຸ້ນ, ໃບມອບສິດ ແລະ ໜັງສືເຊັນປະຊຸມ. ຖ້າເອກະສານເຫຼົ່ານີ້ເປັນພາສາຕ່າງປະເທດ ແມ່ນອະນຸຍາດໄດ້ສະເພາະເອກະສານທີ່ເປັນພາສາ ອັງກິດເທົ່ານັ້ນ.

The proxy must present to the officers at registration desk his/her valid ID Card, or family book or passport (in case of foreign investor) together with the copies of the same documents of the shareholder, letter of Proxy, and the Invitation to the Meeting. If these documents are in foreign languages, only the documents in English are acceptable.

2. ອົງປະຊຸມ/Quorum

ກອງປະຊຸມສາມາດດໍາເນີນໄດ້ກໍຕໍ່ເມື່ອມີຜູ້ຖືຮຸ້ນ ຫຼື ຜູ້ຕາງໜ້າທີ່ເຂົ້າຮ່ວມກອງປະຊຸມຢ່າງໜ້ອຍ 2 ຄົນຂຶ້ນໄປ ແລະ ມີຈຳນວນຮຸ້ນທີ່ຖືເກີນ 51% ຂອງຈຳນວນຮຸ້ນສາມັນທັງໝົດ ຕາມທີ່ໄດ້ກໍານົດໄວ້ໃນ ກົດລະບຽບຂອງທະນາຄານການຄ້າຕ່າງປະເທດລາວ ມະຫາຊົນ.

Shareholders' meeting can commence only if there are at least 2 or more shareholders attending the meeting and their shares shall be more than 51% of the total shares, pursuant to the Articles of Association of Banque pour le Commerce Extérieur Lao Public.

3. ການດໍາເນີນກອງປະຊຸມ/Rules for proceeding

3.1 ທ່ານປະທານສະພາບໍລິຫານ ທຄຕລ ເປັນປະທານກ່າວເປີດ ແລະ ນໍາພາດາເນີນກອງປະຊຸມ.

The Chairman of BCEL's Board of Directors will preside over and lead the meeting.

3.2 ທ່ານ ປະທານສະພາບໍລິຫານ ເປັນຜູ້ສະເໜີຫົວຂໍ້ຂອງແຕ່ລະວາລະ ແລະ ເປັນຜູ້ສັ່ງໂຫວດຄະແນນແຕ່ລະວາລະ.

The Chairman will propose the title of each agenda and order the voting of each agenda.

3.3 ຜູ້ອໍານວຍການໃຫຍ່ ທຄຕລ ເປັນຜູ້ດາເນີນສະເໜີ ເນື້ອໃນຂອງແຕ່ ລະວາລະໃນກອງປະຊຸມ.

The General Managing Director of BCEL will present details of each agenda to the meeting.

3.4 ຫຼັງຈາກທີ່ທ່ານຜູ້ອຳນວຍການ ໄດ້ສະເໜີເນື້ອໃນຂອງວາລະແລ້ວ, ປະທານກອງປະຊຸມຈະສະເໜີໃຫ້ຜູ້ຖືຮຸ້ນຫຼືຜູ້ຕາງໜ້າທີ່ມີຄຳຖາມ ຫຼື ຄຳເຫັນຕໍ່ວາລະທີ່ກຳລັງຖືກພິຈາລະນາຢູ່. ກໍລະນີມີຄຳຖາມທ່ານຜູ້ອຳນວຍການໃຫຍ່ຈະເປັນຜູ້ໃຫ້ຄຳອະທິບາຍຊໍ້ແຈງ. ຈາກນັ້ນ, ຖ້າບໍ່ມີຄຳຖາມໃດໆຕໍ່ແລ້ວ ປະທານກອງປະຊຸມຈະສະເໜີໃຫ້ຜູ້ຖືຮຸ້ນຫຼືຜູ້ຕາງໜ້າລົງມະຕິຕໍ່ວາລະດັ່ງກ່າວ.

After the General Managing Director has presented details of each agenda, the Chairman will ask the Shareholders and Proxies to make necessary comments or questions. Should there is a question, the General Managing Director shall give the answer forthwith. Only when there is no any further question or comment, the Chairman shall ask the Shareholders and Proxies to vote on the agenda

3.5 ຜູ້ເຂົ້າຮ່ວມກອງປະຊຸມ ຕ້ອງປິດສຽງໂທລະສັບ ຫຼື ອຸປະກອນການສື່ສານທຸກຢ່າງ ແລະ ບໍ່ສົ່ງສຽງດັງລົບກວນ ຕະຫຼອດໄລຍະຂອງການດຳເນີນກອງປະຊຸມ.

All attendees must switch off the sound of their mobile phones or any communication devices and must not make any disturbing noise throughout the meeting.

4. ພາສາທີ່ນຳໃຊ້ໃນກອງປະຊຸມ/Language in the meeting

ພາສາທີ່ນຳໃຊ້ຢູ່ໃນກອງປະຊຸມແມ່ນພາສາລາວ

The language used in the meeting is Lao language.

5. ຜູ້ມີສິດລົງຄະແນນສຽງ/Persons eligible to vote

5.1 ມີແຕ່ຜູ້ຖືຮຸ້ນ ຫຼື ຜູ້ຕາງໜ້າທີ່ໄດ້ຮັບມອບໝາຍຢ່າງຖືກຕ້ອງ ຊຶ່ງໄດ້ລົງທະບຽນເຂົ້າຮ່ວມກອງປະຊຸມຮຽບຮ້ອຍແລ້ວ ເທົ່ານັ້ນ ທີ່ຈະມີສິດລົງຄະແນນສຽງ.

Only the shareholders or proxies who have registered to attend the meeting are eligible to vote.

5.2 ຜູ້ຖືຮຸ້ນ ຫຼື ຜູ້ຕາງໜ້າທີ່ບໍ່ໄດ້ລົງທະບຽນເຂົ້າຮ່ວມກອງປະຊຸມ ແລະ ຜູ້ເຂົ້າຮ່ວມອື່ນ ຈະບໍ່ມີ ສິດໃນການລົງຄະແນນສຽງ.

Any shareholders or proxies who have not registered to attend the meeting and other attendees will not be eligible to vote.

6. ການລົງຄະແນນສຽງ/Voting

ປະທານກອງປະຊຸມ ຈະເປັນຜູ້ສະເໜີວາລະທີ່ຕ້ອງການໃຫ້ລົງຄະແນນສຽງ ໂດຍຈະເຊີນ ພຽງແຕ່ຜູ້ຖືຮຸ້ນ ຫຼື ຜູ້ຕາງໜ້າທີ່ໄດ້ຮັບມອບໝາຍ ທ່ານໃດທີ່ບໍ່ເຫັນດີຕໍ່ບັນຫາທີ່ກອງປະຊຸມໄດ້ນຳ ສະເໜີເທົ່ານັ້ນ ລົງຄະແນນສຽງ ເພື່ອຄວາມສະດວກໃນການນັບຄະແນນສຽງ (ໝາຍຄວາມວ່າ ຜູ້ຖືຮຸ້ນທ່ານໃດທີ່ເຫັນດີຕໍ່ການສະເໜີດັ່ງກ່າວ ກໍບໍ່ຈຳເປັນຕ້ອງລົງຄະແນນສຽງໃດໆ).

The Chairman of the meeting will propose the agendas that require voting, and only the shareholders or proxies who DO NOT AGREE with the matters proposed by the meeting are invited to vote so as to facilitate vote counting process (meaning that for those who agree with such matters are not necessary to cast a vote).

7. ຜົນສັກສິດຂອງການລົງຄະແນນສຽງ/Effectiveness of voting

7.1 ສຳລັບ ການລົງມະຕິທົ່ວໄປ, ການລົງຄະແນນສຽງບໍ່ເຫັນດີຈະມີຜົນສັກສິດ ກໍຕໍ່ເມື່ອມີຄະແນນສຽງຫລາຍກວ່າເຄິ່ງໜຶ່ງຂອງ ຈຳນວນຮຸ້ນ ທຄຕລ ທັງໝົດໃນທີ່ປະຊຸມ.

For ordinary resolutions, the "Disapprove votes" will become effective only if such votes account for more than half of the total number of BCEL shares attending the meeting

7.2 ສຳລັບການລົງມະຕິສະເພາະ, ການລົງຄະແນນສຽງບໍ່ເຫັນດີຈະມີຜົນສັກສິດ ກໍຕໍ່ເມື່ອມີຄະແນນສຽງຫລາຍກວ່າ ໜຶ່ງສ່ວນສາມຂອງຈຳນວນຜູ້ຖືຮຸ້ນ ຫຼື ຜູ້ຕາງໜ້າທັງໝົດທີ່ເຂົ້າຮ່ວມກອງປະຊຸມ ແລະ ມີຮຸ້ນລວມກັນຫຼາຍກວ່າ 20% ຈຳນວນຮຸ້ນ ທຄຕລ ທັງໝົດ.

For special resolution, the "Disapprove votes" will become effective only if such votes account for more than one third of total shareholders or proxies attending the meeting and having shares more than 20% of the total BCEL shares.

7.3 ທຸກບັດລົງຄະແນນສຽງ "ບໍ່ເຫັນດີ" ຕໍ່ວາລະໃດໜຶ່ງທີ່ຖືກສົ່ງໃຫ້ທີ່ປະຊຸມຫຼັງຈາກທີ່ກອງປະຊຸມໄດ້ປະກາດຜົນການລົງຄະແນນຂອງວາລະນັ້ນແລ້ວ, ຈະຖືວ່າເປັນບັດລົງຄະແນນສຽງທີ່ໃຊ້ບໍ່ໄດ້.

Any and All "Disapprove votes" in any Agenda which are submitted to the Meeting after the Meeting has already announced the voting result of such Agenda shall be null and void.

8. ການແຈ້ງຜົນການລົງຄະແນນສຽງ/Notification of voting result

ຜູ້ເຂົ້າຮ່ວມກອງປະຊຸມ ຈະໄດ້ຮັບແຈ້ງກ່ຽວກັບຜົນການນັບຄະແນນຢູ່ໃນທີ່ປະຊຸມເລີຍ ໂດຍ ການນັບຄະແນນສຽງ ຈະຖືເອົາໜຶ່ງຮຸ້ນ ເທົ່າກັບໜຶ່ງຄະແນນສຽງ.

Attendees will be informed about the voting result forthwith in the meeting with one share equals one vote.

ຄໍາແນະນຳກ່ຽວກັບເອກະສານ ແລະ ຫຼັກຖານທີ່ຕ້ອງນຳມາສະເໜີໂຕເພື່ອເຂົ້າຮ່ວມກອງປະຊຸມ
Instruction about the documents and evidence to be presented prior to attending the meeting

ເພື່ອຄວາມສະດວກໃນການລົງທະບຽນຜູ້ເຂົ້າຮ່ວມກອງປະຊຸມ, ຜູ້ຖືຮຸ້ນ ຫຼື ຜູ້ຕາງໜ້າ ທີ່ຈະເຂົ້າຮ່ວມກອງປະຊຸມ ກະລຸນານຳເອົາໜັງສືເຊີນປະຊຸມ, ໃບເຂົ້າຮ່ວມ ກອງປະຊຸມທີ່ອອກໃຫ້ໂດຍຕະຫຼາດຫຼັກຊັບລາວ ແລະ ໃບມອບສິດ (ສໍາລັບຜູ້ຕາງໜ້າ) ມາພ້ອມເອກະສານທີ່ສາມາດນຳໃຊ້ ຢັ້ງຢືນຕົນເອງ ຕາມແຕ່ລະກໍລະນີດັ່ງນີ້:

For convenience in registration process to attend the Meeting, the shareholders or the proxies who will attend the Meeting are required to bring the Invitation to the Meeting, the Letter for attending the meeting issued by the Lao Securities Exchange and the Proxy (applicable for the proxy only) together with the documents for proof of identity as indicated for each circumstance below:

1. ຜູ້ເຂົ້າຮ່ວມທີ່ເປັນບຸກຄົນ / attendees who are natural persons

ໃຫ້ນຳເອົາເອກະສານໃດໜຶ່ງຂອງຕົນຕົນຕໍ່ໄປນີ້ ມາສະແດງເວລາລົງທະບຽນ

Shall present one of the following documents of their own at the time of registration.

- 1.1. ບັດປະຈຳຕົວ/Identification Card
- 1.2. ສຳມະໂນຄົວ/Family book
- 1.3. ໜັງສືຜ່ານແດນ (ສຳລັບນັກລົງທຶນຕ່າງປະເທດ)/Passport (for foreign investors)

2. ຜູ້ເຂົ້າຮ່ວມທີ່ເປັນນິຕິບຸກຄົນ / Attendees who are legal persons

ໃຫ້ນຳເອົາເອກະສານໃດໜຶ່ງທີ່ກຳນົດໄວ້ໃນຂໍ້ 1 ເທິງນີ້ ພ້ອມກັບເອກະສານໃດໜຶ່ງດັ່ງຕໍ່ໄປນີ້ ມາສະແດງ ເວລາລົງທະບຽນ:

Shall present one of the documents as given in 1. above plus one of the following documents at the time of registration:

- 2.1. ໃບອະນຸຍາດລົງທຶນ/ Investment License
- 2.2. ໃບທະບຽນວິສາຫະກິດ/ Certificate of Enterprise Registration (Affidavit)
- 2.3. ໃບທະບຽນອາກອນສະບັບຫຼ້າສຸດ/ most recent Tax Certificate

ສໍາລັບຜູ້ເຂົ້າຮ່ວມທີ່ບໍ່ແມ່ນຜູ້ອຳນວຍການ ຕ້ອງໄດ້ນຳເອົາໃບມອບສິດຈາກຜູ້ອຳນວຍການທີ່ມີສິດອຳນາດມາພ້ອມຕື່ມອີກ.

For attendee who is not the authorized director shall have the Proxy as attached hereto signed by the authorized director.

ເອກະສານ ແລະ ຫຼັກຖານທີ່ຕ້ອງນຳມາສະເໜີໂຕ ເພື່ອເຂົ້າຮ່ວມກອງປະຊຸມຊຶ່ງເປັນພາສາຕ່າງປະເທດ ຕ້ອງແປເປັນພາສາລາວ ໂດຍມີການເຊັນຢັ້ງຢືນຄວາມຖືກຕ້ອງໃນການແປຈາກບໍລິສັດແປພາສາທີ່ໜ້າເຊື່ອຖືໄດ້. ສໍາລັບພາສາຕ່າງ ປະເທດ ແມ່ນອະນຸຍາດໃຫ້ສໍາລັບພາສາອັງກິດເທົ່ານັ້ນ. ທຸກຄົນ ມີສິດປະຕິເສດເອກະສານອ້າງອີງໃດໆ ທີ່ບໍ່ເປັນໄປຕາມ ການກຳນົດນີ້.

All documents and evidence in a foreign language which are required to present prior to attending the Meeting must be translated into Lao language and the translation shall be certified by an acceptable translation company. The foreign language is permitted only for English. BCEL has the right to reject any documents contradicting this provision.

ໝາຍເຫດ/Important Remark:

ຜູ້ເຂົ້າຮ່ວມກອງປະຊຸມທຸກຄົນ ຄວນຈະນຳບັດຢັ້ງຢືນການສັກວັກຊີນໂຄວິດ-19 ຂອງຕົນເອງມາພ້ອມ ເພື່ອສະແດງຕໍ່ພະນັກງານໃນເວລາລົງທະບຽນ

All participants are advised to bring their certificate of COVID-19 vaccination and present it to the officers at the registration desk.

ຄໍາແນະນຳ ກ່ຽວກັບ ການລົງຄະແນນສຽງ Vote Instruction

1. ຜູ້ເຂົ້າຮ່ວມກອງປະຊຸມ ຈະໄດ້ຮັບບັດລົງຄະແນນສຽງສໍາລັບທຸກໆວາລະ ທີ່ຕ້ອງການໃຫ້ມີການລົງຄະແນນສຽງ ໃນເວລາລົງທະບຽນເຂົ້າຮ່ວມກອງປະຊຸມ. ການລົງຄະແນນສຽງໂດຍຜູ້ຕາງໜ້າ ຊຶ່ງຜູ້ຖືຮຸ້ນທີ່ມອບໝາຍສິດໄດ້ລະບຸຢ່າງຈະແຈ້ງແລ້ວ ກ່ຽວກັບ ການລົງຄະແນນໃນແຕ່ລະວາລະ ທະນາຄານ ຈະບັນທຶກການລົງຄະແນນສຽງ ໃນເວລາລົງທະບຽນ ໂດຍທີ່ຜູ້ຕາງ ໜ້າຈະບໍ່ຕ້ອງລົງແນນສຽງອີກ.

The attendees will be given a ballot for voting in each agenda requiring a vote at the time of registration. For the case of proxy in which the voting in each agenda has been clearly specified by the shareholder in the Proxy, BCEL will record such votes at the time of the registration and the proxy will not be required to vote.

2. ກອງປະຊຸມ ຈະເຊີນພຽງແຕ່ຜູ້ຖືຮຸ້ນທ່ານໃດທີ່ ບໍ່ເຫັນດີ ຕໍ່ບັນຫາທີ່ກອງປະຊຸມໄດ້ນຳສະເໜີເທົ່ານັ້ນ ລົງຄະແນນ ສຽງ (ໝາຍຄວາມວ່າ ຜູ້ຖືຮຸ້ນທ່ານໃດທີ່ ເຫັນດີຕໍ່ການແຕ່ງຕັ້ງດັ່ງກ່າວ ກໍບໍ່ຈຳເປັນຕ້ອງລົງຄະແນນສຽງໃດໆ).

Only the shareholders who DO NOT AGREE with the matters proposed by the meeting are invited to vote (meaning that for those who agree with such appointment are not necessary to make any vote)

3. ໃນການລົງຄະແນນສຽງ ຂໍໃຫ້ທ່ານປະກອບຂໍ້ມູນໃສ່ບັດລົງຄະແນນສຽງທີ່ໄດ້ແຈກຢາຍໃຫ້. ໃນນັ້ນ ຕ້ອງໄດ້ລະບຸ ຢ່າງຈະແຈ້ງກ່ຽວກັບຊື່ ແລະ ນາມສະກຸນຂອງທ່ານ, ຈຳນວນຮຸ້ນ ທຄຕລ ທີ່ທ່ານຖືຢູ່ (ຖ້າບໍ່ມີຂໍ້ມູນດັ່ງກ່າວຢູ່ໃນບັດລົງຄະແນນສຽງ) ແລະ ໃຫ້ໝາຍຕີນກາໃສ່ຫ້ອງ ບໍ່ເຫັນດີ.

To vote, kindly fill in the distributed ballot in which you must specify clearly about your name and surname, and the total number of BCEL shares you are holding (if such information is not available in the ballot) and mark a cross in the Disapprove box.

4. ຫຼັງຈາກທ່ານລົງຄະແນນສຽງຮຽບຮ້ອຍແລ້ວ ຂໍໃຫ້ທ່ານຍົກບັດດັ່ງກ່າວຂຶ້ນ ເພື່ອໃຫ້ຄະນະຮັບຜິດຊອບເກັບເອົາ ແລະ ຮວບຮວມຄະແນນສຽງ.

After you have clearly casted your vote, kindly raise your hand with the ballot, so the organizers can take the ballot and count the votes.

5. ທ່ານຈະໄດ້ຮັບແຈ້ງກ່ຽວກັບຜົນການນັບຄະແນນຢູ່ໃນທີ່ປະຊຸມເລີຍ ໂດຍການນັບຄະແນນສຽງຈະຖືເອົາໜຶ່ງຮຸ້ນ ເທົ່າກັບໜຶ່ງຄະແນນສຽງ.

You will be informed about the voting result right in the meeting with one share equals one vote.

6. ການລົງຄະແນນສຽງບໍ່ເຫັນດີຈະມີຜົນສັກສິດ ກໍຕໍ່ເມື່ອມີຄະແນນສຽງຫລາຍກວ່າເຄິ່ງໜຶ່ງຂອງຈຳນວນຮຸ້ນ ທຄຕລ ທັງໝົດ ໃນທີ່ປະຊຸມ.

The Disapproval votes will become effective only if such votes account for more than half of the total number of BCEL shares attending the meeting.

ໝາຍເຫດ/Remark:

1. ຜູ້ເຂົ້າຮ່ວມທີ່ບໍ່ໄດ້ລົງທະບຽນເຂົ້າປະຊຸມ ຈະບໍ່ມີສິດໃນການລົງຄະແນນສຽງ.
Any attendees who failed to make registration will not be eligible to votes.
2. ທຸກບັດລົງຄະແນນສຽງບໍ່ເຫັນດີຕໍ່ວາລະໃດໜຶ່ງ ທີ່ຖືກສົ່ງໃຫ້ທີ່ປະຊຸມ ຫຼັງຈາກທີ່ກອງປະຊຸມໄດ້ປະກາດຜົນການລົງຄະແນນຂອງວາລະນັ້ນແລ້ວ, ຈະຖືວ່າເປັນບັດລົງຄະແນນສຽງທີ່ໃຊ້ບໍ່ໄດ້.

All disapprove votes in any Agenda which is submitted to the Meeting after the Meeting has announced the voting result of such Agenda shall be deemed invalid.

