

*Hanoi, April 08, 2019*

## **PROPOSAL**

**Re: Changing Head Office of BIDV Insurance Corporation*****To: General Meeting of Shareholders***

BIDV Insurance Corporation reports to the General Meeting of Shareholders on the changing of BIDV Insurance Corporation's Head Office as follows:

At the request of BIDV, BIC's General Meeting of Shareholders issued Resolution No. 01/2016 / NQ-DHDCD on approving the transfer of BIDV Insurance Corporation Head Office to Ho Chi Minh City on January 29, 2016. Subsequently however, for many different objective reasons, BIDV's Board of Internal Finance issued decision No. 164/QD-BIDV dated March 23, 2017 approving the suspension of the transfer of BIC's head office to Ho Chi Minh City.

Due to the increasing demand of BIDV, BIDV has provided BIC with Official Letter No. 6926/BIDV-QLĐT on November 08, 2018 regarding BIC's relocation from Vincom A Tower, 191 Ba Trieu Street, requesting that BIC vacate this location no later than 30/6/2019 and delegated the responsibility of finding a suitable location for BIC.

BIC must find a new location to replace the current head office located on the 16th floor of Vincom Tower A, 191 Ba Trieu, Hai Ba Trung District, Hanoi. With stable and long-term requirements, BIC proposes to buy a new location located in Hanoi city to relocate BIC's Head Office, specifically as follows:

**1. Criteria:**

- Suitable building located in Hanoi City;
- Building quality: Grade B or higher

**2. Deployment time: Quarter 3, 2019.****3. BIC's proposal:**

BIC respectfully submits to the General Meeting of Shareholders to approve the guideline, to authorize and assign the Board of Directors:

- To deploy buying procedures and submit to the Ministry of Finance for approval of new locations once approved by BIC's Board of Directors;

- To modify address & other related information of BIC's new Headquarters in all relevant official documents including BIC's Corporate Charter upon completion of this work.

Kindly submit.

***Recipients:***

- As submitted;
- Archived: administration.

**GENERAL DIRECTOR**



**Tran Hoai An**