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Beijing Jingneng Clean Energy Co., Limited
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THE FIRST EXTRAORDINARY GENERAL MEETING OF 2022

NOTICE THAT the first extraordinary general meeting of 2022 (the “EGM”) of Beijing Jingneng Clean Energy Co., Limited (the “Company”) will be held at 9:00 a.m. on Tuesday, 29 March 2022 at No. 2 Meeting Room, 8th Floor, No. 6 Xibahe Road, Chaoyang District, Beijing, the PRC for the purposes of considering and, if thought fit, passing the following resolutions:

RESOLUTIONS

- To consider and approve the proposed appointment of Mr. Song Zhiyong (宋志勇) as a non-executive director of the Company.

RESOLUTIONS

- To consider and approve the proposed issue of asset-backed securities.

By Order of the Board
 Beijing Jingneng Clean Energy Co., Limited
 Mr. Song Zhiyong
 General Manager

Beijing, the PRC
 10 March 2022

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1. **HOLDERS OF H SHARES TO ATTEND THE EGM**

Holders of H Shares are advised that the share register for H shares will be closed from Thursday, 24 March 2022 to Tuesday, 29 March 2022 (both days inclusive). The shareholders whose names appear on the register of members of the Company on the close of business on Wednesday, 23 March 2022 are entitled to attend and vote at the EGM. Holders of H shares of the Company who wish to attend the EGM but have not registered the transfer documents are required to deposit the transfer documents together with the relevant share certificates at the H Share Registrar of the Company in Hong Kong, Computershare Hong Kong Investor Services Limited, at Shops 1712-16, 17th Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong by no later than 4:30 p.m. on Wednesday, 23 March 2022 for registration.

2. **PROXIES**

Shareholders entitled to attend and vote at the EGM may appoint one or more proxies to attend and vote in their stead. A proxy need not be a shareholder of the Company.

The instrument appointing a proxy must be in writing under the hand of a shareholder or his attorney duly authorised in writing. If the shareholder is a corporate body, the proxy form must be either executed under its common seal or under the hand of its director(s) or duly authorised attorney(s). If the proxy form is signed by an attorney of the shareholder, the power of attorney authorising that attorney to sign or other authorisations document must be notarized.

For holders of H shares, the proxy form together with the power of attorney or other authorisation document (if any) must be lodged at the H Share Registrar of the Company, in Hong Kong, Computershare Hong Kong Investor Services Limited, at Shops 1712-16, 17th Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong in person or by post not less than 24 hours before the time fixed for holding the EGM (i.e. by no later than 9:00 a.m. on Monday, 28 March 2022) or any adjournment thereof (as the case may be). Shareholders can still attend and vote at the EGM upon completion and return of the proxy form.

3. **REGISTERED OFFICE OF THE COMPANY**

Address: 7/8F, No. 6 Xibahe Road, Chaoyang District
Beijing, the PRC

Telephone: (86 10) 8740 7010/(86 10) 8740 7065

4. **ANY VOTE OF SHAREHOLDERS AT THE EGM MUST BE TAKEN BY POLL.**

5. **SHAREHOLDERS ATTENDING THE EGM ARE RESPONSIBLE FOR THEIR OWN TRANSPORTATION AND ACCOMMODATION EXPENSES.**

Shareholders (in person or by proxy) attending the EGM are responsible for their own transportation and accommodation expenses. Shareholders or their proxies attending the EGM shall produce their identity documents.

6. **REFERENCES TO TIME AND DATES IN THIS NOTICE ARE TO HONG KONG TIME DATES.**