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**THIS CIRCULAR IS IMPORTANT AND REQUIRES YOUR IMMEDIATE ATTENTION**

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If you are in any doubt as to the content of this circular or to the action to be taken, you should consult your stockbroker or other registered dealer in securities, bank manager, solicitor, professional accountant or other professional adviser.

If you have sold or transferred your shares in Beijing Jingneng Clean Energy Co., Limited, you should at once instruct your broker or other agent together with the enclosed proxy form to the purchaser or transferee or to the bank, stockbroker or other agent through whom the shares or transfer were effected for transmission to the purchaser or transferee.

Jingneng Clean Energy Co., Limited and the stock exchange of Jingneng Clean Energy Co., Limited take no responsibility for the content of this circular, make no representation as to its accuracy or completeness and expressly disclaim any liability whatsoever for any loss or damage arising from or in reliance upon the whole or in part of the content of this circular.

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Beijing Jingneng Clean Energy Co., Limited  
北京京能清潔能源電力股份有限公司

*(A joint stock company incorporated in the People's Republic of China with limited liability)*

(Stock Code: 00579)

**PROPOSED TERMINATION OF THE 2020 H SHARE APPRECIATION  
RIGHTS SCHEME  
PROPOSED ADOPTION OF H SHARE APPRECIATION RIGHTS SCHEME  
AND THE GRANT  
AND  
NOTICE OF THE FIRST EXTRAORDINARY GENERAL MEETING OF 2024**

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A letter from the Board of Directors is set out on pages 3 to 6 of this circular.

The General Meeting will be held on the afternoon of 19:30 on Tuesday, 2 June 2024 at Meeting Room 802, 8th Floor, No. 6 Xilidie Road, Xilidie District, Beijing, the People's Republic of China. The notice of the General Meeting is set out on pages 17 to 18 of this circular. A proxy form for the General Meeting is enclosed with this circular and will be available on the website of the Jingneng Clean Energy Co., Limited (<http://www.kexnew.com>) and the website of the company (<http://www.jnec.com>). Whether or not a shareholder attends the General Meeting, a shareholder is requested to complete and return the proxy form in accordance with the instructions printed thereon not later than 24 hours before the time fixed for holding the General Meeting, no later than 9:30 a.m. on Tuesday, 1 June 2024 or on any day thereafter (if applicable).

Completion and return of the proxy form will not preclude a shareholder from attending and voting at the General Meeting.

Reference to time and date in this circular are to Jingneng Clean Energy Co., Limited.

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The following expressions have the meanings set out below unless the context requires otherwise:

- “Article” of A Declaration      the article of Declaration of the company
- “Beijing A.A.”      the state-owned A-share supervision non-administrative commission of People Government of Beijing Municipality
- “Board” or “Board of Director”      the board of Director of the company
- “Company”      Beijing Jingneng Energy Co., Ltd. (joint stock company incorporated in the PRC with limited liability, whose shares are registered on the Hong Kong Stock Exchange
- “Director”      the director of the company
- “General Meeting”      the first extraordinary general meeting of 2024 of the company to be held at 9:30 am on April 22nd, 2024 at Meeting Room 802, 8th floor, 606 Xieyuan Road, Dongcheng District, Beijing, the PRC
- “Grant”      the proposed grant to the company under the scheme
- “Overseas”      the overseas foreign investment receipts in the receipts of the company with nominal value of RMB1.00 each, which are issued for the purpose of Hong Kong dollar
- “Hong Kong”      the Hong Kong Special Administrative Region of the PRC
- “Hong Kong Stock Exchange”      The stock exchange of Hong Kong Limited
- “Incentive Recipient”      person who are rewarded      the



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## LETTER FROM THE BOARD

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Beijing Jingneng Clean Energy Co., Limited

北京京能清潔能源電力股份有限公司

(A joint stock company incorporated in the People's Republic of China with limited liability)

(Stock Code: 00579)

*Executive Directors*

Mr. AGeng ng (Chairman)  
Mr. A u (General Manager)  
Mr. AG We  
Mr. I ngu

*Registered Office*

Room 118, 1 ng ng t / o -  
ng economic eve opment one  
Y nng t rict, Beijing  
t e

*Non-executive Directors*

Mr. U J nu  
Mr. G ng  
Mr. AG Y

*Principal Place of Business in Hong Kong*

31 Tower Two, Time q re  
1 t e on treet, u ew  
ong ong

*Independent non-executive Directors*

Mr. A Jie  
Mr. WA G gongxin  
Mr. I n  
Mr. U ng

17 J u r 2024

*To the Shareholders*

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**PROPOSED TERMINATION OF THE 2020 H SHARE APPRECIATION  
RIGHTS SCHEME  
PROPOSED ADOPTION OF H SHARE APPRECIATION RIGHTS SCHEME  
AND THE GRANT  
AND  
NOTICE OF THE FIRST EXTRAORDINARY GENERAL MEETING OF 2024**

**INTRODUCTION**

The purpose of this circular is to set out the notice of the G n to provide a with et l reg r ng,  
among other things, the proposed termination of the 2020 H share appreciation rights scheme (referred to as the "Scheme") and the proposed adoption of the Scheme and the Grant to enable you to make informed decisions on whether to vote for or against the resolution to approve the proposed termination of the G n.

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## LETTER FROM THE BOARD

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### PROPOSED TERMINATION OF THE 2020 H SHARE APPRECIATION RIGHTS SCHEME

Reference is made to the company's announcement dated 31 March 2020, the circular dated 9 April 2020, the proposed announcement dated 28 April 2020, and the announcement dated 12 December 2023, in relation to the option of the share appreciation right scheme in 2020 (the "2020 H Share Appreciation Rights Scheme") and the proposed grant thereafter and the proposed termination of the 2020 share appreciation right scheme. The Board resolved to approve, among other things, the termination of the 2020 share appreciation right scheme on 12 December 2023, which will be submitted to the GV for the board's approval.

### THE PROPOSED H SHARE APPRECIATION RIGHTS SCHEME AND THE GRANT

Reference is made to the company's announcement dated 12 December 2023 in relation to, among other things, the proposed option of the scheme and the Grant, Mr. A. G. Menging, Mr. A. G. Welten, Mr. I. Inguileng as the Incentive Recipient under the scheme, and the abstention from voting on the resolution approving the scheme and the Grant at the Board meeting.

The scheme and the Grant are subject to the approval of Beijing A.A. and will be submitted to the GV for the board's approval.

The scheme does not involve the grant of options over the existing or new or other new shares issued by the company or any of its subsidiaries and therefore, it is not subject to the requirement under Chapter 17 of the Listing Rules. A summary of the scheme and the Grant is set out in the Appendix to the circular.

The English version of the scheme and the non-official translation is for reference only. In case of any discrepancy between the Chinese and the English version, the Chinese version shall prevail.

### Reasons for the Adoption of the Scheme

The Board is of the view that the scheme will be able to (i) enhance corporate competitiveness, create common interests, stimulate the productivity and creativity of the management and core staff, improve the operation and core competitiveness of the company and facilitate the long-term and sustainable development of the company; (ii) create favorable new opportunities in the capital market, boost the confidence in the capital market and maintain the market value of the company; and (iii) effectively utilize and continue to improve the management and the relationship between power and responsibility and efficient decision-making, further optimize the performance-based compensation incentive mechanism, stimulate market-based commitment and maintain the development needs of the company, and effectively return and attract the core staff necessary for the development of the company.

The Board considers that the proposed terms and conditions of the scheme and the Grant are fair, reasonable and in the best interests of the company and the shareholders as a whole.

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## LETTER FROM THE BOARD

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### General Information

The Share Appreciation Right<sup>R</sup> shall relate to the benefit of the Incentive Recipient<sup>R</sup> at the expense of the ownership of the shares, nor shall the right to exercise the award, including but not limited to voting rights, allotment, dividend rights, Incentive Recipient<sup>R</sup> shall have no right to be, transfer, be a charge, pledge or security for debt repayment, and may not create any interest whatsoever in favor of any person or in relation to any officer or Share Appreciation Right<sup>R</sup> or enter into any agreement to do so, nor shall the or the Share Appreciation Right<sup>R</sup> be used to promote or undermine the interest of any person directly or indirectly related to the Share Appreciation Right<sup>R</sup>.

The Incentive Recipient<sup>R</sup> shall be required to work for the Company according to the requirements for their position. If the Incentive Recipient<sup>R</sup> is not competent to perform the position or fulfill the duties, the Incentive Recipient<sup>R</sup> shall not exercise the Share Appreciation Right<sup>R</sup> and shall be deemed to have resigned. If the Incentive Recipient<sup>R</sup> violates any of the provisions of the Company's Articles of Association, or is found to be in breach of the Company's interest or reputation, violating the work-related professional ethics, leaking the Company's secret or committing misconduct or malfeasance, the Share Appreciation Right<sup>R</sup> shall be deemed to have resigned, and the Board shall have the right to recover all or part of the gain obtained from the exercise of the right in case of termination.

The Committee shall have the authority to take effective measures to improve the performance of the Board.

For the purpose of carrying out specific matters relating to the Committee, the Board shall recommend the Board to:

- i) authorize the Board to grant the Share Appreciation Right<sup>R</sup> to the Incentive Recipient<sup>R</sup> when, at the expense of the Company, the Incentive Recipient<sup>R</sup> meets the conditions for the grant, and to determine the necessary measures for the grant of the Share Appreciation Right<sup>R</sup>;
- ii) authorize the Board to review and confirm whether the Company, the Incentive Recipient<sup>R</sup> meets the conditions for the exercise of the Share Appreciation Right<sup>R</sup>, and to determine the necessary measures for the exercise of the Incentive Recipient<sup>R</sup>;
- iii) authorize the Board to adjust the exercise price of the Share Appreciation Right<sup>R</sup> in accordance with the provisions of the Committee in the event of dividend payment, stock dividend, conversion of convertible shares into shares, allotment, issuance of new shares, merger and reorganization, etc., as provided for in the Committee;
- iv) authorize the Board to determine the exercise or non-exercise of the Share Appreciation Right<sup>R</sup> granted to the Incentive Recipient<sup>R</sup> in accordance with the provisions of the Committee in the event that the Company or the Incentive Recipient<sup>R</sup> is subject to liquidation or termination of the Company, retirement, death, etc., as provided for in the Committee;
- v) authorize the Board to decide, in accordance with the provisions of the Committee, whether or not to recover the gain obtained by the Incentive Recipient<sup>R</sup> received from the exercise of the Share Appreciation Right<sup>R</sup>, and

vi) u t or, e t e, r, to c rr a t ot er m n gement "nece" r



Proposed Adoption of the Scheme and the Grant

A summary of the major terms of the scheme are set out below:

Incentive Instrument

The scheme is a Share Appreciation Rights Instrument in respect of the shares of the company. It is an incentive instrument, subject to the fulfilment of the exercise conditions in the exercise arrangement, the Incentive Recipient shall have the right to receive the cash benefit of the difference in share price resulting from the increase in the price of the specific number of shares within the exercise period. No Incentive Recipient shall own the shares or have rights in shares or be entitled to not participate in voting rights, dividend rights, etc. The Share Appreciation Rights shall not be transferred, non-transferable or repurchasable.

Effective Conditions

Approved by the Board of Directors and the general meeting.

Duration

Expires from the date of approval by the general meeting.

Incentive Recipients

1) Scope of Incentive Recipient for the first grant  
113 Incentive Recipient in total under the Grant, including Director and Senior Management of the company and the management, technical and other core staff who have direct effect on the operation result and the development of the company.  
2) Scope of Incentive Recipient for the reserve grant  
The Incentive Recipient under the reserve grant under the scheme include 1) the company's new appointed and new recruited Senior Management; 2) the company's new recruited key technical, key management personnel; and 3) the company's new recruited engineering expert, technical expert or expert who enjoy special allowance from the government of the province, even above related to energy technology.

**Number of the Share  
Appreciation Rights to be  
granted**

The total number of shares reserved to the Share Appreciation Rights to be granted under the scheme is 123,675,000 shares, representing approximately 1.5% of the total issued share capital of the company at the date of the circular. The number of shares reserved to the Share Appreciation Rights to be granted to any individual Incentive Recipient under the scheme shall not exceed 0.1% of the total share capital of the company.

**Date of Grant**

Upon satisfaction of the condition of the Grant of the Share Appreciation Rights in accordance with the scheme, the date of grant shall be determined by the Board. The date of grant shall be during the period of grant. In principle, the scheme shall be subject to the approval of the general meeting of the company.

**Exercise Price**

The exercise price of the shares reserved to the grant of the Share Appreciation Rights shall be the average closing price of the shares for the five consecutive trading days immediately preceding the

14) Reserve grant

Tranches of exercise	Exercise period	Exercise proportion
1 <sup>st</sup> tranche	from the first trading day after 24 months from the date of the Reserve Grant Scheme on the trading day within 36 months from the date of the Reserve Grant	33
2 <sup>nd</sup> tranche	from the first trading day after 36 months from the date of the Reserve Grant Scheme on the trading day within 48 months from the date of the Reserve Grant	33
3 <sup>rd</sup> tranche	from the first trading day after 48 months from the date of the Reserve Grant Scheme on the trading day within 60 months from the date of the Reserve Grant	34

Conditions precedent for the Grant under the Scheme

The company may grant the Reserve Appreciation Rights upon the fulfilment of the following condition:

- 1) none of the following event(s) occur to the company:
  1. failure to engage an accounting firm to conduct auditing work in accordance with the prescribed procedure and requirement;
  2. the regulator(s) of the state-owned bank(s), the Board of Supervisors or auditing department(s) have made objection in respect of the financial performance or the annual financial report of the company;
  3. material records of the company were unprocessable due to the regulator(s) and other relevant authorities;
  4. failure of auditor's report with negative opinion or indicating the inability to give an opinion on the financial report or the effectiveness of internal control for the state-owned enterprise to certify the accounting;

5. profit contribution in violation of the written regulation, the Article of Association or provision of the company's articles of association within 36 months;
  6. production from implementing the incentive plan of the written regulation;
  7. other circumstances to be determined by the relevant regulatory authority;
- ii) none of the following events shall occur to the Incentive Recipient:
1. the receipt of the economic responsibility audit or other report proving the failure to perform duties effectively or involvement in illegal misconduct or malfeasance;
  2. non-compliance with the relevant written regulation of the Company or the provision of the Article of Association;
  3. arising from the office, involvement in acceptance or disclosure of bribery, corruption, theft, leakage of the company's trade secret, confidentiality, connection with other unlawful misconduct, which may give rise to a negative impact to the image of the company or to the company's reputation;
  4. failure to discharge, or failure to discharge properly, duties in the relevant period or involvement in other illegal or unethical conduct;
  5. determination of the long-term stock exchange or relevant regulatory authority to be an inappropriate person in the next 12 months;
  6. imposition by the relevant regulatory authority with administrative penalty or measure to prohibit access to the market in the next 12 months due to material non-compliance of work or regulation;

- 7. pro L u t i o n f r o m c t i n g " d i r e c t o r o r m e m b e r o f t h e s e n i o r m a n a g e m e n t o f t h e c o m p a n y r e q u i r e d t o b e a L i t i n g / u i e ;
- 8. p r o L u t i o n f r o m p a r t i c i p a t i n g i n " r e i n c e n t i v e " o f t h e c o m p a n y r e q u i r e d i n t h e w a n n e r r e g i s t r a t i o n ;
- 9. o t h e r c i r c u m s t a n c e s " t o b e d e t e r m i n e d i n r e l a t i o n t o r e l e v a n t r e g u l a t o r y u t o r i t i e s ;

Conditions precedent for exercise under the Scheme

The share appreciation rights granted to Incentive recipient shall be exercisable upon the fulfilment of the following conditions

- 1. none of the following events shall occur to the company
  - 1. failure to engage independent firm to conduct auditing work in accordance with the prescribed procedure in requirement;
  - 2. the regulator or trustee of the shareholder or the department have made objection in respect of the financial performance or the annual financial report of the company;
  - 3. material breach of the company's terms were imposed by the regulator or trustee or other relevant authority;
  - 4. failure of auditor's report with negative opinion or indicating the inability to give an opinion on the financial report or the effectiveness of internal control for the related accounting entries certificate in accordance;
  - 5. profit distribution in violation of the company's regulation, the Article of Association or the company's charter within the last 36 months;
  - 6. prohibition from implementing incentive in the company's;



3) per employee profit creation of the company from 2024 to 2026 is not expected to be / RMB1.16 million, RMB1.25 million and RMB1.28 million, respectively.

Notes:

1. During the valid period of the agreement, if the company carries out financing to expand non-pledged offerings of shares, the new increase in net assets from the financing activities is not the net profit generated from the net assets, which will not be included in the management calculation of return on equity attributable to the parent company in the following period.
2. Total profit represents profit before tax.
3. The registered value of the entire power generation unit for each enterprise is based on the best performance evaluation in the year before the year-end. As the evaluation is an annual evaluation, the evaluation of the total annual. If the total-owned As the evaluation is an annual evaluation, the evaluation of the total annual no longer includes the best performance evaluation in the year-end. The evaluation of the total annual no longer includes the evaluation of the total annual no longer includes the evaluation of the total annual.
4. per employee profit creation = profit before tax \* 2 / (total number of employees at the beginning of the year + total number of employees at the end of the year).
5. Non-fossil energy includes new energy, renewable energy, the present, wind energy, solar energy, hydroelectric energy, tidal energy, geothermal energy, ocean energy, marine-forecast hydroelectric energy, energy for generation of other renewable energy, etc.
6. Non-fossil energy includes the control of non-fossil energy units of control or control units of fossil energy and non-fossil energy units of control units of fossil energy in proportion to their respective.
7. The non-fossil energy growth rate is based on the year-end of the "Annual electricity production" and the year-end of the "Annual electricity production". If the year-end of the "Annual electricity production" is replaced with the year-end of the "Annual electricity production", the year-end of the "Annual electricity production" is replaced with the year-end of the "Annual electricity production" to ensure the exercise of the company's management.
8. The cost is related to...

3. during the tenure of office, involvement in acceptance or abdication of office, corruption, theft, leakage of the company's trade secret, disclosure of confidential information, or other unwholesome conduct, which prejudice the interest and reputation of the company; significant negative impact to the image of the company; or to the company's reputation;
  4. failure to discharge, or failure to discharge properly, the duties and responsibilities entrusted upon him by the company or other persons in a position of trust or confidence;
  5. determination that the long-term stock exchange or relevant regulator authority is not in appropriate position in the next 12 months;
  6. imposition of relevant regulator authority with a mandatory penalty or measure prohibiting access into the market in the next 12 months due to material non-compliance of work or regulation;
  7. prohibition from acting as director or member of the senior management of the company required by the relevant authority;
  8. prohibition from participating in any incentive of the company required by work or regulation;
  9. other circumstances to be determined by relevant regulator authority.
- (y) the performance period of the Incentive Recipient

The Incentive Recipient's minimum performance score of 80 points or above for the previous year. If the performance period score of the Incentive Recipient for the previous year is below 80 points, the company's exercise of the Incentive Recipient's share appreciation right is subject to the provision of the scheme that the share appreciation right thereof will be waived by the company.



Details of the Incentive Recipients under the Grant:

Name	Position	Number	Maximum number of the Share Appreciation Rights to be granted	Approximate percentage to the total issued share capital of the Company as at the date of this circular (%)	Approximate percentage to the total number of Share Appreciation Rights to be granted under the Scheme (%)
<b>Director and Senior Management</b>					
Mr. Wang Meng	Secretary of the Board, Chairman of the Board, Independent Director	1	2,485,430	0.03%	2.01%
Mr. Chen Yu	Independent Director of the Board, Chairman of the Board, Independent Director, General Manager	1	2,485,430	0.03%	2.01%
Mr. Zhang Hong	Independent Director of the Board, Chairman of the Board, Independent Director	1	2,236,887	0.03%	1.81%
Mr. Wang Wei	Independent Director, Independent Director, General Manager	1	2,236,887	0.03%	1.81%
Mr. Wang Peng	Secretary of the Board, Chairman of the Board, Independent Director	1	2,236,887	0.03%	1.81%
Mr. Luo Jun	Independent Director, General Manager	1	2,236,887	0.03%	1.81%
Mr. Wang Xuyun	Independent Director, General Manager, Chief Accountant	1	2,236,887	0.03%	1.81%
Mr. Wang Gang	Independent Director, General Manager	1	2,236,887	0.03%	1.81%
Mr. Wang Yungui	Independent Director, Independent Director, General Manager	1	2,236,887	0.03%	1.81%
<b>Core staff</b>		104	82,433,442	1.00%	66.65%
<b>Total of the first grant</b>		113	103,062,511	1.25%	83.33%
<b>Reserved grant</b>		-	20,612,489	0.25%	16.67%
<b>Total</b>			<b>123,675,000</b>	<b>1.50%</b>	<b>100%</b>

At the first meeting of the Board, the Board resolved to form and approve the Grant under the Scheme to become effective.

## APPENDIX

## PROPOSED ADOPTION OF H SHARE APPRECIATION RIGHTS SCHEME AND

At the time of the Grant, the expected gain of the Incentive Recipient from the Incentive shall not exceed 40% of the fair market value of the shares underlying the Incentive at the time of the Grant plus the expected gain from the Share Appreciation Right during the exercise period of the Incentive, the fair market value of the shares underlying the Incentive at 60% of the fair market value of the shares underlying the Incentive at the time of the Grant.



Beijing Jingneng Clean Energy Co., Limited  
北京京能清潔能源電力股份有限公司

(A joint stock company incorporated in the People's Republic of China with limited liability)

(Stock Code: 00579)

**NOTICE OF THE FIRST EXTRAORDINARY GENERAL MEETING OF 2024**

NOTICE IS HEREBY GIVEN that the extraordinary general meeting (the "EGM") of Beijing Jingneng Clean Energy Co., Limited (the "Company") will be held at 9:30 am on April 2, 2024 at Meeting Room 802, 8th Floor, No. 6 Xijie Road, Dongcheng District, Beijing, the People's Republic of China, for the purpose of considering and approving the following resolutions:

**SPECIAL RESOLUTIONS**

- To consider and approve the termination of the share repurchase right scheme approved on 28 April 2020;
- To consider and approve the adoption of the

# NOTICE OF THE FIRST EXTRAORDINARY GENERAL MEETING OF 2024

Notes:

Set forth in the "Special Notice" attached to the circular of the company dated 17 June 2024 (the "Circular"). Under the relevant provisions of the company's articles of association, the following provisions apply:

## 1. CLOSURE OF REGISTER FOR H SHARES, ELIGIBILITY FOR ATTENDING THE EGM

The register of members of the company shall be closed for the registration of members of the company with effect from Tuesday, 30 June 2024 to Tuesday, 2 June 2024 (both days inclusive). The register will be open for inspection at the registered office of the company on Tuesday, 29 June 2024 in relation to the meeting.

The register of members of the company will be closed to attend the meeting if the shareholder has not registered the transfer documents required to effect the transfer of shares together with the relevant certificate of the company in Hong Kong, together with the relevant Inveitor Service Form, at Room 1712-16, 17th Floor, Hopewell Centre, 183 Queen's Road West, New Territories, Hong Kong, no later than 4:30 p.m. on Tuesday, 29 June 2024 for registration.

## 2. PROXY

The shareholder entitled to attend the meeting may appoint one or more proxies to attend the meeting in his/her stead. A proxy need not be a shareholder of the company.

The instrument appointing a proxy must be in writing under the hand of the shareholder or his attorney-in-fact or in writing. If the shareholder is a corporation, the proxy form must be either executed under the common seal or under the hand of its director or its attorney-in-fact. If the proxy form is signed by an attorney-in-fact of the shareholder, the power of attorney authorizing the attorney-in-fact to sign or otherwise authorize the proxy form must be not later than the meeting.

For shareholders of the company, the proxy form together with the power of attorney or other authorization document (if any) must be deposited with the company's Inveitor Service Form, at Room 1712-16, 17th Floor, Hopewell Centre, 183 Queen's Road West, New Territories, Hong Kong in person or by post not later than 24 hours before the time fixed for the meeting (no later than 9:30 a.m. on Tuesday, 1 June 2024) or in accordance with the provisions of the relevant provisions of the company's articles of association in relation to the meeting. The proxy form will be valid only if it is not later than the meeting.

## 3. ADDRESS AND TELEPHONE NUMBER OF THE COMPANY'S PRINCIPAL PLACE OF BUSINESS IN THE PRC

Address: 78<sup>th</sup> Floor,  
6X Level, Raffles  
Hotel, Raffles  
Hotel, Raffles

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

## 4. PROCEDURES FOR VOTING AT THE EGM

A shareholder entitled to attend the meeting may vote by proxy.

## 5. OTHER BUSINESS

The shareholder in person or by proxy attending the meeting shall be responsible for their own transportation and accommodation expenses. The shareholder or their proxy attending the meeting shall be responsible for their own transportation and accommodation expenses.

## 6. Reference to the notice of the meeting to the company's website