

**GREAT CHINA HOLDINGS LIMITED**

大中華集團有限公司

*(Incorporated in Hong Kong with limited liability)*

(于香港注册成立之有限公司)

(「本公司」)

**SHAREHOLDERS COMMUNICATION POLICY**

**股東溝通政策**

ADOPTED ON 26 MARCH 2019

于 2019 年 3 月 26 日采纳

**Purpose 目的**

The Company recognises the importance of providing current and relevant information to its shareholders (the “Shareholders”). This shareholders communication policy (the “Policy”) aims to set out the provisions with the objective to ensure that the Shareholders and potential investors are provided with equal and timely access to balanced and understandable information about the Company, in order to enable Shareholders to exercise their rights in an informed manner, and to allow Shareholders and potential investors to engage actively with the Company.

本公司确识到向其股东（「股东」）提供最新及相关信息的重要性。本股东沟通政策（「本政策」）旨在制定客观性原则以确保股东及潜在投资者可以平等和及时地获取公司均衡和可理解的信息，使股东能够在知情的情况下行使自己的权利，并允许股东及潜在投资者可积极的参与到公司。

For the purpose of this Policy, potential investors include analysts reporting and analyzing the Company’s performance.

就本政策而言，潜在投资者包括汇报及分析本公司业绩的分析师。

**General Policy 一般政策**

The board of directors of the Company (the “Board”) shall maintain an on-going dialogue with Shareholders and will regularly review the Policy to ensure its effectiveness.

本公司董事会（「董事会」）将持续与股东保持对话，并会定期检讨本政策以确保其有效性。

Information is communicated to the Shareholders through periodic disclosure

through the Company's financial reports (interim and annual reports), annual general meetings and other general meetings that may be convened, as well as by making available all the disclosures submitted to The Stock Exchange of Hong Kong Limited ("HKEX") and other corporate publications on the HKEX's website and corporate communications on the HKEX website ([www.hkex.com.hk](http://www.hkex.com.hk)) and the Company's website (<http://www.greatchina-holdings.com/>).

相关资料可透过本公司的财务报告（中期及年度报告），股东周年大会及其他可能召开的股东大会定期向股东披露，并将所有呈交予香港联合交易所有限公司（「联交所」）之披露资料，以及公司通讯及其他公司刊物登载于联交所网站（[www.hkex.com.hk](http://www.hkex.com.hk)）和本公司网站（<http://www.greatchina-holdings.com/>）。

Effective and timely dissemination of information to Shareholders shall be ensured at all times. Any questions, requests and comments can be addressed to the Company by mail to Room 1512, 15/F., New World Tower 1, 16-18 Queen's Road Central Hong Kong or by email to [info@greatchina-holdings.com](mailto:info@greatchina-holdings.com) or through the Company's share registrar.

本公司时刻确保有效和及时的向股东传递信息。如有任何的问题、要求或意见，可邮寄至香港皇后大道中 16-18 号新世界大厦 1 座 15 楼 1512 室或电邮至 [info@greatchina-holdings.com](mailto:info@greatchina-holdings.com)，亦可透过本公司的股份登记处与本公司取得联系。

### **Electronic Communication and Website 电子通讯及网站**

The Company believes that communication with Shareholders by electronic means, particularly through its website, is an efficient way to distribute information in a timely and convenient manner. Shareholders are encouraged to access to the corporate communications posted on the Company's website to help reduce the quantity of printed copies and hence reduce the impact on the environment.

本公司认为透过电子方式，特别是通过本公司网站与股东进行沟通是及时，便捷的分发信息的有效方式。鼓励股东访问本公司网站上发布的企业通讯以减少印刷的数量，从而减少对环境的影响。

The Company's website will be updated with material posted to the HKEX website immediately thereafter. Such material includes but not limited to financial statements, results announcements, circulars and notices of general meetings and associated explanatory documents.

本公司发送予联交所之资料亦会随即登载于本公司网站。此类资料包括但

不限于财务报表、业绩公告、通函、股东大会通知以及相关的说明文件。

Information on the Company's website is updated on a regular basis.

本公司网站上的信息会定期更新。

### **Shareholders' enquiries 股东查询**

Shareholders should directly submit their questions about their shareholdings to the Company's share registrar.

股东应将有关其股权的问题直接提交给本公司的股份过户登记处。

Name of Registrar: Union Registrars Limited

登记处名称：联合证券登记有限公司

Address: Suites 3301-04, 33/F., Two Chinachem Exchange Square, 338 King's Road, North Point, Hong Kong

地址：香港北角英皇道 338 号华懋交易广场 2 期 33 楼 3301-04 室

Tel: +852 2849 3399

电话：+852 2849 3399

Shareholders may at any time make a request for the Company's information to the extent such information is publicly available.

股东可在任何时间索取可公开范畴内的本公司信息。

Shareholders shall be provided with designated contacts, email addresses and enquiry lines of the Company in order to enable them to make any query in respect of the Company.

本公司应向股东提供指定的联络资料、电邮地址和查询热线，以便他们查询有关本公司的事宜。

### **Written Communication and Annual Report 书面沟通和年度报告**

Shareholders shall have the right to receive a printed copy of the annual report from the Company. In addition, the Company publishes its annual report on the Company's website and notifies all Shareholders of the web address where they can access the annual report.

股东有权收到一份由公司提供的年度报告的印刷本。此外，本公司应在公司网站上发布年度报告并告知所有股东网站地址以便其进行访问。

### **Shareholders' Meeting 股东大会**

The Company recognises the rights of Shareholders and encourages the effective

exercise of those rights through the following means:

本公司确认股东的权利，并鼓励通过以下方式有效的行使这些权利：

- (a) notices of meetings are distributed to Shareholders in accordance with the Company's articles of association and the Rules Governing the Listing of Securities on the HKEX;  
会议通告根据本公司的组织章程细则及联交所证券上市规则向股东派发；
- (b) notices of meeting and other meeting material are in plain language and in both English and Chinese versions to facilitate Shareholders' understanding;  
会议通知和其他会议材料应以浅白的中英双语编写，方便股东理解；
- (c) Shareholders are encouraged to attend general meetings or to appoint proxies to attend and vote at meetings for and on their behalf if they are unable to attend the meetings;  
鼓励股东出席周年股东大会，如股东无法出席会议则可委托代理人出席会议并代表他们进行投票；
- (d) Shareholders are encouraged to use their attendance at meetings to ask questions on any relevant matter, with time being specifically set aside for shareholder questions;  
鼓励股东在出席会议时就任何相关事宜提出问题，并留出专门时间以便股东进行提问；
- (e) The Board members, in particular, the chairman of the Board and the chairmen of Board committees or their delegates and appropriate management executives, will attend annual general meetings to answer Shareholders' questions; and  
董事会成员，特别是董事会主席，董事会委员会主席或其代表及相应的管理人员将出席周年股东大会以回答股东的问题；及
- (f) The Company's auditors shall be present at the annual general meeting and to answer any questions regarding the conduct of the audit and the preparation and content of the auditors' report.  
本公司的审计师将出席股东周年大会并回答有关审计工作以及审计师报告的筹备和内容的任何问题。

### **Shareholders Privacy 股东隐私**

The Company recognises that privacy is important and will not disclose Shareholders' information without their consent unless required by law to do so.

本公司认识到隐私的重要性，除非法律要求，否则未经股东同意，将不会披露股东的私人信息。

**Review of Policy 政策的审查**

This Policy is subjected to regular review by the Board and will be updated from time to time to ensure its effectiveness.

本政策由董事会定期审查，并将不适更新以确保其有效。