



**中遠海運國際(香港)有限公司**  
COSCO SHIPPING INTERNATIONAL (HONG KONG) CO., LTD.

## **Shareholders Communication Policy**

**Revised version dated 18th August 2022**

## Shareholders Communication Policy

### 1. Introduction

The board of directors (the “Board”) of COSCO SHIPPING International (Hong Kong) Co., Ltd. (the “Company”) believes that an effective policy for communication with shareholders of the Company, both individual and institutional (collectively, “Shareholders”) would enhance its strong culture of disclosure to keep the Shareholders and the relevant markets informed. To this end, the Board approved and adopted the “Shareholders Communication Policy” (the “Policy”) on 22nd March 2012. The Policy reflects that the Shareholders should be fully informed about the Company and that Shareholders should have access to the latest information of the Company, including, but not limited to, annual reports, interim reports, notice of general meetings, announcements, latest news and press releases, etc. issued by the Company (collectively “Information”) available utilizing, where practicable, electronic communications to keep Shareholders and the relevant markets informed of relevant information from the Company in a timely manner.

### 2. Purpose

- 2.1 The purpose of the Policy is to set out the provisions with the objective of ensuring that Shareholders are provided with ready, equal and timely access to balanced and understandable information about the Company, such as financial performance, strategic goals and plans, material developments, governance and risk profile of the Company, in order to enable Shareholders to exercise their rights in an informed manner, and to allow Shareholders to engage actively with the Company.
- 2.2 The Policy complements the “Information Management Method” of the Company. Both policies are aimed at ensuring equitable access to company information for Shareholders, including current and prospective shareholders. In avoidance of the selective or differential disclosure, information is not disclosed to selected individuals or groups or in selected situations unless it is first released to The Stock Exchange of Hong Kong Limited (the “Stock Exchange”).

### **3. General Policy**

- 3.1 The Board shall maintain an on-going dialogue with Shareholders and will review the Policy on an annual basis to ensure its implementation and effectiveness and will amend the Policy (as appropriate) to reflect the best practice in communications with Shareholders.
- 3.2 Information shall be communicated to Shareholders mainly 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 and its corporate communications and other corporate publications on the Company's website.
- 3.3 Effective and timely dissemination of information to Shareholders shall be ensured at all times.
- 3.4 The directors and employees of the Company who have contacts or dialogues with Shareholders, investors and other interested outside parties are required to comply with the disclosure obligations and requirements under the "Information Management Method" of the Company.

### **4. Communication Strategies**

#### ***Shareholders' enquiries***

- 4.1 Shareholders should direct their questions about their shareholdings to the Company's branch share registrar and transfer office in Hong Kong, Tricor Abacus Limited (the "Company's Share Registry").
- 4.2 Shareholders may at any time make a request for the Information to the extent such information is publicly available.
- 4.3 Shareholders shall be provided with designated contacts and email addresses of the Company in order to enable Shareholders to make any query in respect of the Company.

### ***Corporate Communication***

- 4.4 Corporate communication (means any document issued or to be issued by the Company, including but not limited to, the directors' report and annual accounts together with a copy of the auditor's report, the interim report, notice of board meetings and/or general meetings, circulars and proxy forms) will be provided to Shareholders in plain language and in both English and Chinese versions to facilitate Shareholders' understanding.
- 4.5 Shareholders are encouraged to provide their contact information to the Company, amongst other things, in particular email address, in order to facilitate timely and effective communications. It is the responsibility of Shareholders to keep updated contact information and to notify the Company's Share Registry of any changes to such details.

### ***Company's Website***

- 4.6 A dedicated Investor Relations section is available on the Company's website. Information on the Company's website is updated on a regular basis.
- 4.7 Information released by the Company to the Stock Exchange is also posted on the Company's website immediately thereafter such Information is released to the Stock Exchange pursuant to the requirements of the Rules Governing the Listing of Securities on the Stock Exchange.
- 4.8 In some cases, selected presentation materials provided in conjunction with the Company's results announcement will be made available on the Company's website.
- 4.9 All press releases issued by the Company will be made available on the Company's website.

### ***Webcasts***

- 4.10 In some cases, if any, the webcasts of the Company's interim and/or annual results briefings are available on the Company website.

### ***Shareholders' Meetings***

- 4.11 The Company encourages active participation by Shareholders at general meetings. For Shareholders who are unable to attend, the Company encourages Shareholders to appoint proxies to attend and vote at meetings for and on their behalf.
- 4.12 Appropriate arrangements for the annual general meetings shall be in place to encourage Shareholders' participation.
- 4.13 The process of the Company's general meeting will be monitored and reviewed on a regular basis, and if necessary, changes will be made to ensure that Shareholders' needs are best served.
- 4.14 Board members, in particular, the chairmen of the Board committees of the Company or their delegates, appropriate management executives and external auditors will normally attend annual general meetings of the Company to answer Shareholders' questions.
- 4.15 Shareholders are encouraged to attend shareholders' activities organised by the Company, where information about the Company, including its latest business strategic plan and direction of development etc will be communicated.

### ***Investment Market Communications***

- 4.16 Investors/analysts briefings and one-on-one meetings, roadshows (both domestic and international), media interviews for investors and business site visit etc. will be available on a regular or irregular basis in order to facilitate communication between the Company, Shareholders and the investment community.
- 4.17 The directors or employees of the Company who have contacts or dialogues with investors, analysts, media or other interested outside parties are required to comply

with the disclosure obligations and requirements under the “Information Management Method” of the Company.

## **5. Shareholder Privacy**

The Company recognises the importance of Shareholders’ privacy and will not disclose Shareholders’ information without their consent, unless required by law to do so.

## **6. Review of the Policy**

The implementation and effectiveness of this Policy is subject to annual review by the Board. The Policy will be amended (as appropriate) to reflect the best practice in communications with Shareholders.

## **7. Access to the Policy**

The Policy will be available on the Company’s website.

## **8. Contacts**

- 8.1 Shareholders may at any time direct questions or requests for information to directors or management of the Company through the Company’s website or by contacting the representatives of Investor Relations Department of Public Relations Division (details of which are available on the Company’s website). All such communications with Shareholders and the investment community must be reported to the Chairman/Managing Director phase by phase.



8.2 Shareholders should direct their queries about their shareholdings, the Company's Share Registry, details of which are as follow:

Company's Share Registry: Tricor Abacus Limited

Address: 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong

Telephone: (852) 2980 1333

Facsimile: (852) 2890 9350

Website: [www.tricoris.com](http://www.tricoris.com)

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