



**Power Assets Holdings Ltd.**  
**電能實業有限公司**

於香港註冊成立的有限公司  
Incorporated in Hong Kong with limited liability  
股份代號 Stock Code: 6

## **SHAREHOLDER COMMUNICATION POLICY**

### **A. OBJECTIVE**

Power Assets Holdings Limited (the “Company”) is committed to enhancing long-term shareholder value through regular communication with its shareholders, both individual and institutional.

To this end, the Company strives to ensure that all shareholders have ready and timely access to all publicly available information of the Company. The Company sets out in this Policy the framework that it has put in place to promote effective communication with shareholders so as to enable them to engage actively with the Company and exercise their rights as shareholders in an informed manner.

### **B. COMMUNICATION WITH SHAREHOLDERS**

#### **1. Shareholders’ meetings**

The annual general meetings and other general meetings of the Company are the primary forums for communication with shareholders and for shareholder participation.

The Company encourages shareholders to participate in shareholders’ meetings or to appoint proxies to attend and vote at such meetings for and on their behalf if they are unable to attend.

Notices of general meetings and the accompanying papers are provided within a prescribed time (in accordance with the requirements of the Hong Kong Companies Ordinance and the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (“Listing Rules”)) prior to the meetings on the respective websites of the Company ([www.powerassets.com](http://www.powerassets.com)) and Hong Kong Exchanges and Clearing Limited (“HKEx”) ([www.hkexnews.hk](http://www.hkexnews.hk)), and by post to those shareholders who have elected to receive a hard copy version of such communication.

Shareholders’ meetings are held at a convenient location. The chairman of the board of the Company, the respective chairmen of the audit and remuneration committees (or in the absence of the chairman of the committee, another member of the committee or failing whom the board chairman’s duly appointed delegate), and directors will be present at annual general meetings and are available to answer questions from shareholders. The chairman of the independent board committee (if any) will be available to answer questions at any general meeting to approve a connected transaction or any transaction that is subject to independent shareholders’ approval.

## **2. Financial and other reportings**

The Company reports operating results for the first half of the financial year and for the full financial year and produces interim and annual reports in accordance with the requirements of the Hong Kong Companies Ordinance, the Listing Rules and other applicable laws and regulations (the “Regulatory Requirements”). The financial reports are published on the respective websites of the Company and HKEx and are sent by post to those shareholders who have elected to receive a hard copy version.

From time to time, the Company communicates other information to shareholders by way of a Company’s announcement and/or circular, in compliance with the Listing Rules or Regulatory Requirements or otherwise.

## **3. Corporate website**

The Company’s website ([www.powerassets.com](http://www.powerassets.com)) provides information of the Company including shareholder communication.

In addition to a dedicated “Investor Relations” section in which the annual reports, interim reports, Listing Rules announcements and circulars of the Company are posted as soon as practicably possible following their release to the website of HKEx, relevant press releases and Company’s publications are also made available on the Company’s website to facilitate communication between the Company, shareholders and the investment community. Shareholders and the investment community may register for the e-subscription service available under the “Investor Relations” section for receipt of notification when financial reports and Listing Rules announcements are posted on the Company’s website.

Shareholders may, as a standing or an ad hoc instruction, elect to receive certain shareholder communication (such as the notices of general meetings and accompanying papers, circulars, annual reports and interim reports) from the Company by post. In the absence of any such instructions, shareholders will receive a notification letter informing them of the release of the documents on the websites of the Company and HKEx.

## **4. Investment market communication**

To facilitate communication between the Company, shareholders and the investment community, the Company conducts meetings, briefings and roadshows with investors and analysts from time to time.

In this regard, directors and employees of the Company who have contacts with investors, analysts and media are aware of the disclosure obligations and requirements under the Listing Rules, Regulatory Requirements and the Company’s “Policy relating to Price-sensitive Information and Securities Dealing”.

## **C. SHARE REGISTRATION AND RELATED MATTERS**

Matters relating to share registration, such as transfer of shares, change of address, dividend payment instruction, issue of share certificates, loss of share certificates, death of shareholders, are handled by the share registrar, Computershare Hong Kong Investor Services Limited (“Computershare”). Shareholders can contact Computershare for enquiries and handling of those matters. Computershare’s address is Shops 1712-1716, 17th Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong, and its email address is [hkinfo@computershare.com.hk](mailto:hkinfo@computershare.com.hk).

#### **D. COMMUNICATION WITH THE COMPANY**

Shareholders may, at any time, send questions to or request for publicly available information from the Company, and provide comments and suggestions to directors or management. Such questions, requests and comments from institutional investors can be addressed to Mr. Chan Loi Shun, Executive Director, and/or Mr. Ivan Chan, Chief Financial Officer, and those from other shareholders can be addressed to the Company Secretary, by mail to Unit 2005, 20th Floor, Cheung Kong Center, 2 Queen's Road Central, Hong Kong, by email to mail@powerassets.com, or by fax to (852) 2180 9708. For questions on routine matters, shareholders may write to the Company or call the Company Secretarial Department at (852) 2122 9122.

#### **E. SHAREHOLDERS' PRIVACY**

The Company recognises the importance of shareholders' privacy and will not disclose shareholders' information without their consents unless required by the Listing Rules or Regulatory Requirements or laws.

*Revised: 29 January 2014*  
*21 January 2019*