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Sinopec Oilfield Service Corporation

(a joint stock limited company established in the People's Republic of China)

(Stock code: 1033)

Notice of the First Extraordinary General Meeting for 2021

Notice is Hereby Given that the first extraordinary general meeting for 2021 (the “EGM”) of Sinopec Oilfield Service Corporation (the “Company”) will be held at Beijing Shengli Hotel, No. 3 Beishatan, Deshengmen Wai, Chaoyang District, Beijing, the People’s Republic of China (the “PRC”) on Tuesday, 2 February 2021 at 09:00 a.m. for the purpose of considering and, if thought fit, passing the following resolutions.

Ordinary and Non-cumulative Voting Resolution	
1.	To consider and approve the resolution of the remuneration policy for the 10th Session of the board of directors of the Company and 10th Session of the supervisory committee of the Company
Ordinary and Cumulative Voting Resolutions	
2.	To consider and approve the resolution on the election of the directors (not include independent non-executive directors) of the 10th Session of the board of directors of the Company
2.01	Mr. Chen Xikun
2.02	Mr. Yuan Jianqiang
2.03	Mr. Lu Baoping
2.04	Mr. Fan Zhonghai
2.05	Mr. Wei Ran
2.06	Mr. Zhou Meiyun
3.	To consider and approve the resolution on the election of the independent non-executive directors of the 10th Session of the board of directors of the Company
3.01	Mr. Chen Weidong
3.02	Mr. Dong Xiucheng
3.03	Mr. Zheng Weijun
4.	To consider and approve the resolution on the election of the non-employees representative supervisors of the 10th Session of the supervisory committee of the Company
4.01	Mr. Ma Xiang
4.02	Mr. Du Jiangbo
4.03	Ms. Zhang Qin
4.04	Mr. Zhang Jianbo

Details of the above resolutions can be found in the appendix of this notice. The nomination of the candidates for the independent non-executive directors of the Company will be subject to the approval by Shanghai Stock Exchange and the Stock Exchange of Hong Kong Limited. The board of directors of the Company (the “**Board**”) will not nominate such person who is not approved by the above two exchanges as a candidate for independent non-executive directors for shareholders’ approval at the EGM.

For and on behalf of the Board of Directors

Li Honghai

Secretary to the Board

Beijing, PRC, 17 December 2020

Notes:

1. According to the articles of association of the Company (the “**Articles of Association**”), a shareholder whose name is in the register of members of the Company as at the close of business on Thursday, 31 December 2020 shall be entitled to attend and vote at the EGM. The register of holders of H shares of the Company will be closed from 3 January 2021 to 2 February 2021, both days inclusive, for the purpose of determining a shareholders’ list for the EGM. In order to qualify for attending the EGM, holders of H shares whose transfers have not been registered must deliver all their transfer documents together with the relevant share certificates to the Company’s H share registrars in Hong Kong, Hong Kong Registrars Limited at Rooms 1712-1716, 17th floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong no later than 4:30 p.m. on 31 December 2020.
2. Those shareholders entitled to attend the EGM shall return the reply slip to the business address of the Company on or before Wednesday, 13 January 2021, although the reply slip will not affect the shareholders’ entitlement to attend and vote at the EGM as shown in Note 1.
3. Shareholders attending the EGM shall present their own identity cards as well as their shareholding account cards (if applicable).
4. A shareholder or his proxy may exercise the right to vote by poll.
5. Any shareholder entitled to attend and vote at the EGM is entitled to appoint one or more proxies to attend and vote on his/her behalf. A proxy need not be a shareholder of the Company. In the event that the appointor is a body corporate, such shareholder shall be represented in the EGM by the legal representative or such person authorised by the resolution of the board of directors or decision-making body of such shareholder.
6. The instrument appointing a proxy shall be in writing under the hand of the appointor or his/her attorney duly authorised in writing. If the appointing shareholder is a body corporate, the form of proxy shall either be under seal or signed by the director or attorney duly authorised. If the instrument appointing a proxy is signed by a person under a power of attorney or other authorisation document on behalf of the appointor, such power of attorney or authorisation document must be notarised.
7. To be valid, the original power of attorney or other authorisation document(s) which has been notarised together with the completed form of proxy must be returned to the Company’s business address or the Company’s H share registrars in Hong Kong, Hong Kong Registrars Limited (the address is 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong) no less than 24 hours before the designated time for holding the EGM (i.e. before 09:00 a.m. on 1 February 2021, Hong Kong time). Holders of H Shares who have completed and returned their forms of proxy may, at their sole discretion, attend in person and vote at the EGM or any adjourned meeting thereof.
8. Shareholders or their proxies attending the EGM when voting on any resolution, shall clearly signify whether he or she is voting for or against such resolution. The shares “withheld” or “abstained” from voting will not be counted in the calculation of the required majority.
9. The EGM is expected to last for a half day. Shareholders and proxies attending the EGM shall bear for their own traveling, food and accommodation expenses.

10. In respect of resolutions No. 2 and 3 regarding election of directors and resolution No. 4 regarding election of supervisors, as required under Article 134 of the Articles of Association, the cumulative voting system shall be adopted for those resolutions.

In the election, independent non-executive directors (the “**Independent Directors**”) and the other Board members are to be elected separately. To ensure that your voting rights are fully exercised, the following notes basing on resolution No. 2 as an example briefly explain the matters that you should be aware of when completing the number of votes under the “cumulative voting system” (matters to be aware of in respect of resolutions No. 3 and 4 are the same as for resolution No. 2). Please refer to the following explanation and fill in your votes for resolutions No. 2, 3 and 4:

- (i) In respect of resolution No.2, each share you hold has voting rights equal to the total number of directors to be elected. For example, if you hold 1 million shares of the Company, and the total number of directors to be elected is 6, the total number of shares for which you have the voting rights under resolution No. 2 will be 6 million shares (i.e. 1 million shares x 6 = 6 million shares).
- (ii) Please state the number of votes in the column “for” and/or “against” you give to each of the candidates for election as director. Please note that you may give equal number of votes to each candidate, or give all your votes as represented by the shares you hold to one particular director candidate, or certain number of votes as represented by the shares you hold to certain director candidates (one, two, three to six, similar hereinafter). For example, if you own 1 million shares of the Company, and 6 directors (not include Independent Directors) shall be elected at the EGM, the total number of shares for which you have the voting rights under resolution No. 2 is 6 million shares. Out of the 6 million shares, you can either share your voting rights equally to 6 candidates for election as directors so that you may vote 1 million shares to each candidate (vote for or against); or, give all of the 6 million votes to one particular director candidate (either for or against), or 2 million shares to candidate A (either for or against), 1 million shares to candidate B (either for or against), 0.5 million shares to candidate C (either for or against), and the remaining 2.5 million shares to candidate D (either for or against) as director.
- (iii) After you have allocated all the voting rights represented by all of the shares held by you to a certain number of directors candidates (not include Independent Directors), you do not have further voting rights in respect of other directors candidates (not include Independent Directors). The sum of all the voting rights you voted for or against the six candidates for election as directors (not include Independent Directors) shall not be exceed the total number of voting rights represented by the shares held by you.
- (iv) Please note with particular attention that, if the total number of votes you have exercised and allocated to a certain number of candidates for non-Independent Director exceeds the total number of voting rights represented by the shares held by you, all your votes shall become void, and you will be deemed to be abstained from voting. If the total number of votes you have exercised and allocated to a certain number of candidates for non-Independent Director is less than the total number of voting rights represented by the shares held by you, your votes are valid, and those votes not exercised will be deemed as being abstained from voting. For example, if you own 1 million shares, and 6 directors (not include Independent Directors) shall be elected in this election, the total number of votes as represented by your shares under resolution No. 2 will be 6 million: (a) if you have stated “6 million shares” in the column “for” (or “against”) in the cumulative voting system in favour of one particular candidate for non-Independent Director, then your voting rights are fully utilized, and you do not have any further votes in relation to other candidates for non-Independent Director. If you have states the number of shares (other than 0 shares) in other corresponding columns under resolution No. 2, then all your votes in respect of resolution No. 2 will become void; or (b) if you have stated “4 million shares” in the column “for” (or “against”) in the column voting system in favour of candidate A, and “1 million shares” in the column “for” (or “against”) in the cumulative voting system in favour of candidate B, then your votes as represented by such 5 million shares are valid, whilst the remaining 1 million shares which have not been allocated shall be deemed to have been abstained from voting.
- (v) Where the total number of votes in favour of a candidate for director exceeds one-half of the total number of shares with voting rights represented by shareholders attending the EGM (based on the non-cumulative number of shares) and the votes for exceed the votes against, that candidate will be elected as a director. If the number of directors so elected exceeds the number of directors to be elected, then those receiving the most number of votes in favour shall be elected as directors (provided that if two or more candidates receiving lesser votes in favour have an equal number of votes, and the election of whom would cause the number of persons elected exceed the number of directors to be elected, then such candidates will be deemed to have not been elected). If an insufficient number of directors to be elected, then a further round of voting will be conducted for the remaining director vacancy, until all the directors have been elected.

11. Business Address of the Company:
#9 Jishikou Road, Chaoyang District, Beijing, the PRC
Postal Code: 100728
Telephone: 86-10-5996 5998
Facsimile: 86-10-5996 5997

As at the date of this notice, the Board of Directors comprises Mr. Chen Xikun[#], Mr. Yuan Jianqiang[#], Mr. Lu Baoping⁺, Mr. Fan Zhonghai⁺, Mr. Wei Ran⁺, Ms. Jiang Bo^{}, Mr. Chen Weidong^{*} and Mr. Dong Xiucheng^{*}.*

- + Non-Executive Director
Executive Director
* Independent Non-Executive Director

Appendix

1. RENUMERATION POLICY FOR THE 10TH SESSION OF THE BOARD OF THE DIRECTORS OF THE COMPANY AND THE 10TH SESSION OF THE SUPERVISORY COMMITTEE OF THE COMPANY

Each of the candidates for the election of directors of the 10th Session of the board of directors of the Company (the “**Directors**”) and as supervisors of the 10th Session of the supervisory committee of the Company (the “**Supervisors**”) once elected at the EGM (the employees representative supervisor shall be elected at the Employee Representative Meeting of the Company democratically), will enter into a service contract with the Company (the “**Service Contract**”). The remuneration policy in relation to the Directors and Supervisors is proposed as follows:

- (i) The Company will offer remuneration for the executive Directors, Mr. Ma Xiang of non-employees representative supervisor and employees representative Supervisors under their service contract. The remuneration will be determined according to relevant state regulations and Measures for Implementation of Remuneration Packages for Senior Management of the Company. Pursuant to such Measures for Implementation of Remuneration Packages for Senior Management of the Company, the specific amount of remuneration will consist of base salary, performance bonus and mid-term and long-term incentive, with specific reference to the functions, responsibilities of the respective employee and also the performance of the Company as a whole. The emoluments of each independent non-executive director of the Company are RMB200,000 each year (before tax). The details of remuneration of the Directors and Supervisors during the reporting period will be disclosed in the annual report of the Company.
- (ii) The non-executive directors and Mr. Du Jiangbo, Ms. Zhang Qin, and Mr. Zhang Jianbo of non-employees representative supervisors of the Company will not receive any remuneration from the Company.

In addition, in order to protect the interests of the Directors and Supervisors, the Company has purchased liability insurance for all the Directors and Supervisors of the Company.

2. INFORMATION ABOUT THE CANDIDATES FOR ELECTION AS DIRECTORS OF THE 10TH SESSION OF THE BOARD OF THE COMPANY

- (i) **Mr. Chen Xikun**[#], aged 56, Chairman and Party Secretary of the Company. Mr Chen is a professor-level senior accountant with a Master degree. In January 2003, he was appointed as the chief accountant of China Petroleum & Chemical Corporation (“**Sinopec**”) Jiangsu Oilfield Branch Company; in April 2006, he was appointed as deputy manager and chief accountant of Sinopec Shengli Oilfield Branch Company; in December 2008, he was appointed as deputy general manager and chief accountant of Sinopec Shengli Oilfield Branch Company; in December 2011, he was appointed as chief accountant of Sinopec Exploration & Production

Department; since March 2015, he acted as deputy general director of Sinopec Exploration & Production Department; from June 2015 to June 2018, he acted as director of Sinopec Oilfield Equipment Corporation; from June 2017 to February 2018, he was appointed as executive deputy general manager of the Company; in January 2018, he was appointed as the Secretary of CPC Committee of the Company. Since February 2018, he has been appointed as the Director of the Company. From February 2018 to May 2019, he has been appointed as Deputy General Manager of the Company. Since May 2019, he has been appointed as the Vice Chairman of the Board of the Company. Since December 2019, he has been appointed as the Chairman of the Board of the Company.

In the Qi Xin Gong Ying Scheme for the management of the Company, Mr. Chen Xikun has subscribed 400 thousand scheme shares.

- (ii) **Mr. Yuan Jianqiang[#]**, aged 57, general manager and executive director of the Company. Mr. Yuan is a professor-level senior engineer with a Ph. D degree. He has been working for Henan Petroleum Exploration Administration of China Petrochemical Corporation (“**China Petrochemical Corporation**”) as the deputy general manager and general manager of Drilling Company; in January 2008, he was appointed as deputy director of Henan Petroleum Exploration Administration of China Petrochemical Corporation; since December 2012, he acted as the executive director and general manager of Sinopec Henan Oil Engineering Company Limited; since June 2016, he acted as the executive director and general manager of Sinopec Huadong Oil Engineering Company Limited; from July 2017, he acted as the chairman and the secretary of CPC Committee of Sinopec Oilfield Equipment Corporation. Since May 2019, he has been appointed as the general manager of the Company. Since June 2019, he has been appointed as the executive director of the Company.
- (iii) **Mr. Lu Baoping^{*}**, aged 59, non-executive director of the Company. Mr. Lu is a professor-level senior engineer with a Ph.D. degree. In September 2001, he was appointed as Deputy General Manager of Sinopec Star Petroleum Co., Ltd. In June 2003, he was appointed as Deputy Manager of Sinopec International Petroleum Exploration and Production Corporation. Since April 2009, he has been served as the President of Sinopec Petroleum Engineering Technology Research Institute. From December 2012 to September 2014, he was appointed as Deputy Manager of Sinopec Oilfield Service Co., Ltd. From August 2016 to December 2017, he was served as Deputy Manager of the Company. Since February 2018, he has been appointed as the non-executive director of the Company.
- (iv) **Mr. Fan Zhonghai^{*}**, aged 55, non-executive director of the Company. Mr. Fan is a professor-level senior engineer with a master degree. Mr. Fan joined the Henan Petroleum Exploration Bureau in 1989 and was appointed as Deputy Chief Geologist, Chief Geologist and Vice Dean of Research Institute of Petroleum Exploration and Development of Henan Petroleum Exploration Bureau consecutively. In September 2000, he was appointed as Deputy Chief Geologist of Henan Petroleum Exploration Bureau of China Petrochemical Corporation. In

November 2001, he was appointed as Deputy General Manager of Henan Oilfield Branch Company of China Petroleum & Chemical Corporation (“**Sinopec Corp.**”). In June 2016, he was appointed as Deputy Director of Petroleum Exploration & Development Research Department of Sinopec Corp. Since December 2019, he has been appointed as the Deputy General Manager of Petroleum Exploration & Development Research Department of Sinopec Corp. Since February 2018, he has been appointed as the non-executive director of the Company.

- (v) **Mr. Wei Ran***, aged 53, non-executive director of the Company. Mr. Wei is a Senior Economist and obtained a Master degree in Finance from Maastricht School of Management. Mr. Wei has successively served as the Deputy Head and the Deputy General Manager of Credit Department, Vice President of Hunan Branch, General Manager of Investment Management Department and General Manager of Business Development and Innovation Department of the Export-Import Bank of China. Since April 2016, he has served as General Manager of China Chengtong Fund Management Co., Ltd., and since September 2016, he has served concurrently as Secretary to the Board of Directors of China Structural Reform Fund Co., Ltd. Since June 2018, he has been appointed as the non-executive director of the Company.
- (vi) **Mr. Zhou Meiyun***, aged 51, Deputy General Manager of the Finance Department of China Petrochemical Corporation. Mr. Zhou is a senior accountant with a master’s degree. Mr. Zhou joined the Shanghai Petrochemical Complex in 1991 and has held various positions, including Officer, Assistant to Manager, Deputy Manager and Manager of the Finance Department of Sinopec Shanghai Petrochemical Company Limited (“**Shanghai Petrochemical**”). He served as Manager of the Finance Department of Shanghai SECCO Petrochemical Company Limited from May 2011, and was appointed as Vice President and Chief Financial Officer of Shanghai Petrochemical in February 2017. He has served as Executive Director of Shanghai Petrochemical since June 2017 and Chairman of China Jinshan Associated Trading Corporation since July 2017. In May 2019, Mr. Zhou served as General Counsel of Shanghai Petrochemical. He served as Deputy General Manager of the Finance Department of China Petrochemical Corporation from September 2020.
- (vii) **Mr. Chen Weidong⁺**, aged 65, independent non-executive director of the Company. Mr. Chen obtained a Master degree in Economic Law from China University of Political Science and Law. In 1982, Mr. Chen joined China National Offshore Oil Corporation (“**CNOOC**”) and successively served as Deputy Manager of Exploration Department of CNOOC, General Manager of China Offshore Geophysical Company Limited under CNOOC, as well as Executive Vice President and Secretary to the Board of Directors, Chief Strategy Officer of China Oilfield Services Limited, etc. Since May 2017, he has served as the Dean of Beijing Zhongguancun Smart Energy Technology Innovation Institute. Since June 2018, he has been appointed as independent non-executive director of the Company.

(viii) **Mr. Dong Xiucheng**⁺, aged 58, independent non-executive director of the Company. Mr. Dong currently is a Professor and Ph.D. Supervisor, and concurrently serves as Vice President of China Petroleum Circulation Association, Vice Chairman of Energy Resources System Engineering Branch of Systems Engineering Society of China, member of the Price Expert Advisory Committee of National Development and Reform Commission and Distinguished Expert of National Energy Administration, etc. In 1985, Mr. Dong joined the Business Administration School of China University of Petroleum (Beijing) and he has been successively promoted as a Lecturer, Associate Professor and Professor, during which period he also served as Assistant Dean and Secretary of the Party Committee and other administrative positions. Since October 2017, he has served as a Professor and Ph.D. Supervisor in the International Trade and Economics School of University of International Business and Economics. Since June 2018, he has been appointed as independent non-executive director of the Company.

(ix) **Mr. Zheng Weijun**⁺, aged 53, a partner and member of the Management Committee of ShineWing Accounting Firm, master of business administration, certified public accountant, certified tax agent, senior accountant, senior member of Chinese Institute of Certified Public Accountants, the national leading talent of certified public accountant of the Ministry of Finance of the PRC and extracurricular tutor of post graduate student of accounting school of Central University of Finance and Economics. He once served as a full-time member of the 13th, 14th and 15th session of the main board stock issuance Audit Committee of China Securities Regulatory Commission, member of professional ethics standard committee and professional technical guidance committee of China Institute of Certified Public Accountants. From November 2014 to December 2020, he served as an independent director of China Spacesat Co., Ltd., and since September 2017, he served as an independent director of Beijing Ctrowell Infrared Technology Co., Ltd. From December 2017 to December 2020, he served as an independent director of Shanghai Fudan Fuhua Technology Co., Ltd.

Executive Director
* Independent Non-Executive Director
+ Non-Executive Director

3. INFORMATION ABOUT THE CANDIDATES FOR ELECTION AS NON-EMPLOYEES REPRESENTATIVE SUPERVISORS OF THE 10TH SESSION OF THE SUPERVISORY COMMITTEE OF THE COMPANY

(i) **Mr. Ma Xiang**, aged 59, chairman of the Supervisory Committee and employee representative supervisor of the Company. Mr. Ma is a senior political engineer with bachelor's degree. Since September 1999, he worked in Supervisory Bureau of China Petrochemical Corporation. Since December 2012, he served as Deputy Secretary of the Communist Party Committee, Secretary of the Commission for Discipline Inspection and Chairman of the Labour Union of China Petrochemical Corporation Wuhan Petrochemical Plant. Since December 2014, he was appointed as Chief of Beijing Group of Discipline Inspection Group of the Communist Party

Committee of China Petrochemical Corporation and Director of the Beijing Branch of Supervisory Bureau of China Petrochemical Corporation. Since January 2018, he was appointed as Chief of China Petrochemical Corporation Party Committee Discipline Inspection Group of Sinopec International Petroleum Exploration and Production Corporation. Since October 2019, he has been working as Deputy Secretary of the Communist Party Committee, Secretary of the Commission for Discipline Inspection and Chairman of the Labour Union of Sinopec Oilfield Service Corporation. Since December 2019, he has been appointed as chairman of the Supervisory Committee of the Company.

- (ii) **Mr. Du Jiangbo**, aged 56, Supervisor of the Company. Mr. Du is a professor-level Senior Economist with a M.A. degree. In September 2006, he was appointed as Head of the Legal Affairs Division of Headquarters of Sichuan-East China Gas Transmission Construction project. In November 2010, he was appointed as Deputy Director of the Legal Affairs Division of China Petrochemical Corporation; and in March 2015, he was appointed as Director of the Legal Affairs Department of China Petrochemical Corporation. In December 2019, he was appointed as Deputy General Manager of Business Reform and Legal Affairs Department of China Petrochemical Corporation. Since June 2015, he has been appointed as Supervisor of the Company.

- (iii) **Ms. Zhang Qin**, aged 58, Supervisor of the Company. Ms. Zhang is a professor-level senior administration engineer with a master degree. In December 1998, she was appointed as Head of the Political Work Department, Propaganda Office of China Petrochemical Corporation; in December 2008, she was appointed as Deputy Director of the Political Work Department of China Petrochemical Corporation; in January 2009, she was appointed as the Direct Deputy Secretary of CPC Committee, and the Direct Secretary of Discipline Inspection Committee of China Petrochemical Corporation; and from March 2015, she was appointed as the Deputy Director of the Political Work Department (administrative office of CPC Committee) of China Petrochemical Corporation. In December 2019, she was appointed as Deputy Director of Political Work Department of China Petrochemical Corporation. Since February 2015, she has been appointed as Supervisor of the Company.

- (iv) **Mr. Zhang Jianbo**, aged 58, Supervisor of the Company. Mr. Zhang is a professor-level senior engineer with a bachelor degree. He joined Shengli Petroleum Administrative Bureau in 1985. Since 1999, Mr. Zhang has served as Deputy Director and Director of the Human Resources Department of China Petrochemical Corporation. Mr. Zhang was appointed Deputy Secretary of the Communist Party Committee of Shanghai Petrochemical since August 2013 and concurrently, he successively held several positions such as the Secretary of the Communist Party Discipline Supervisory Committee, Chairman of the Labor Union and Chairman of the Supervisory Committee of Shanghai Petrochemical. In June 2017, Mr. Zhang was appointed as Deputy Director of Supervision Bureau of China Petrochemical Corporation. In May 2019, he was appointed as Deputy Director of the Supervisory Administration of China Petrochemical Corporation. Since February 2018, he has been appointed as the Supervisor of the Company.

Other than disclosed above, each of the abovementioned candidates for election as Directors and Supervisors did not hold any positions in the Company or any of its subsidiaries, nor did the candidates hold any other directorship of other listed companies in the past three years. The candidates abovementioned do not have any relationship with any other directors, supervisors, senior management or substantial shareholders or controlling shareholder of the Company.

As at the date of this notice, other than disclosed above, the abovementioned candidates for election as Directors and Supervisors have no interest in the shares of the Company within the meaning of Part XV of the Securities and Futures Ordinance and have not received any regulatory sanction imposed by the China Securities Regulatory Commission or any other government authority.

Each of the abovementioned candidates for election as Directors and Supervisors once elected at the EGM, will enter into a service contract with the Company. Please refer to the appendix of this notice on the proposed “Remuneration policy for the 10th Session of the Board and Supervisory Committee of the Company” for the details of the remuneration policy.

Other than disclosed above, there are no other matters in relation to the re-election of Directors and Supervisors which would require disclosure under rules 13.51(2)(h) to 13.51(2)(v) of the Rules Governing the Listing of Securities on the Stock Exchange of Hong Kong Limited or matters should be disclosed to the shareholders of the Company.