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北京京城機電股份有限公司

Beijing Jingcheng Machinery Electric Company Limited

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

(Stock Code: 0187)

NOTICE OF 2020 ANNUAL GENERAL MEETING

I. BASIC INFORMATION OF THE MEETING

NOTICE IS HEREBY GIVEN that the 2020 Annual General Meeting (hereinafter referred to as the “**Annual General Meeting**”) of Beijing Jingcheng Machinery Electric Company Limited (hereinafter referred to as the “**Company**”) will be convened by the board of directors (hereinafter referred to as the “**Board**”) and the relevant matters of the meeting are as follows:

- (1) Type and Session of the General Meeting: The 2020 Annual General Meeting
- (2) Convener of the General Meeting: the Board
- (3) Voting method: on-site voting by way of poll will be adopted for the Annual General Meeting
- (4) Share Record Date: 1 June 2021 (Tuesday)
- (5) Date, time and venue of the on-site meeting

Date and time: 9 June 2021 (Wednesday) at 9:30 a.m.

Venue: Conference Room 1, No. 2 Huo Xian Nan San Road, Huo Xian Town, Tongzhou District, Beijing

II. RESOLUTIONS TO BE CONSIDERED AT THE ANNUAL GENERAL MEETING

Ordinary resolutions

- 1 To consider the full text and the summary of annual report for A shares and annual report for H shares of the Company for 2020;
- 2 To consider the 2020 work report of the Board of the Company;
- 3 To consider the 2020 work report of the supervisory committee of the Company;
- 4 To consider the 2020 audited financial reports of the Company;
- 5 To consider and approve the internal control audit report in the financial report of the Company for the year 2020;
- 6 To consider the 2020 work report of the independent non-executive directors of the Company;
- 7 To consider the re-appointment of ShineWing Certified Public Accountants (Special General Partnership) as the auditor for the Company's 2021 financial reports and to propose at the general meeting to authorise the Board to sign an appointment agreement with it and determine its remuneration;
- 8 To consider the re-appointment of Da Hua Certified Public Accountants (Special General Partnership) as the auditor for the Company's 2021 internal control audit report of the financial report and to propose at the general meeting to authorise the Board to sign an appointment agreement with it and determine its remuneration;
- 9 To consider the resolution of the Company not to distribute any profit for the year 2020;

Special resolution

- 10 To consider and approve the resolution in relation to grant of general mandate to the Board to issue H shares by the Company.

III. ATTENDEES OF THE MEETING AND REGISTRATION

- (I) Directors, supervisors and senior management of the Company.
- (II) Lawyers engaged by the Company.
- (III) Shareholders of the Company whose names appear on the register of members of the Company at the close of market on 1 June 2021, shall have the right to attend the Annual General Meeting after complying with the necessary registration procedures.

Holders of the Company's H shares should note that the register of members of the Company will be closed from 2 June 2021 to 9 June 2021 (both days inclusive), during which time no H shares transfer will be registered. For holders of H shares of the Company who intend to attend the Annual General Meeting, transfer documents together with the related share certificates must be lodged with the H share registrar of the Company in Hong Kong, Hong Kong Registrars Limited at Shops 1712-1716, 17th Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong, on or before 4:30 p.m. on 1 June 2021.

Corporate shareholder should attend the meeting by its legal representatives or the proxy appointed by the legal representative. Legal representative who attends the meeting should present his or her own identity document, valid documents evidencing his or her capacity as a legal representative and evidence of shareholding. If appointing proxy to attend the meeting, the proxy should present his or her identity document and a written instrument of proxy issued by the legal representative of the corporate shareholder in accordance with the law and evidence of shareholding.

1. Each shareholder who is entitled to attend and vote at the Annual General Meeting may appoint one or more proxy(ies) who may or may not be a shareholder, to attend and vote on his or her behalf at the Annual General Meeting.
2. For any shareholder who appoints more than one proxy, his or her proxies can only exercise the voting right by way of poll.
3. The instrument appointing a proxy must be in writing under the hand of the appointer or his or her attorney authorised in writing or, in the case of a corporation, either under the common seal of the corporation or signed by any responsible person or attorney duly authorised. If that instrument is signed by an attorney on behalf of the appointer, the power of attorney authorising that attorney to sign, or other authorisation documents, must be notarially certified. To be valid, the notarially certified power of attorney, or other authorisation document (if any), together with the form of proxy must be lodged with the H share registrar of the Company, Hong Kong Registrars Limited at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong, not less than 24 hours before the time appointed for the holding of the Annual General Meeting.

IV. OTHER MATTERS

1. Contact details for the meeting

Contact telephone: 8610-58761949/8610-67365383

Fax: 8610-58766735/8610-87392058

Contact person: Office of the Board of the Company

Address: No. 2 Huo Xian Nan San Road, Huo Xian Town, Tongzhou District, Beijing, the PRC

Postal code: 101109

2. The Annual General Meeting is expected to last for half a day. Attendees should bear their own accommodation, meals and travel expenses.
3. Personnel attending the meeting, please arrive at the meeting venue half an hour before the start of the meeting and bring along the originals of the identity documents for verification.
4. For relevant matters in relation to attendance at the Annual General Meeting for holders of A Shares of the Company, please refer to the notice of the meeting and other relevant documents published by the Company on the website of Shanghai Stock Exchange (www.sse.com.cn).

The Board of
Beijing Jingcheng Machinery Electric Company Limited

Beijing, the PRC

10 May 2021

As at the date of this notice, the Board comprises Mr. Wang Jun, Mr. Li Junjie and Mr. Zhang Jiheng as executive directors, Ms. Jin Chunyu, Mr. Wu Yanzhang, Mr. Xia Zhonghua and Ms. Li Chunzhi as non-executive directors and Mr. Xiong Jianhui, Mr. Zhao Xuguang, Mr. Liu Jingtai and Mr. Luan Dalong as independent non-executive directors.