

XINCHEN CHINA POWER HOLDINGS LIMITED

新晨中國動力控股有限公司

(Incorporated in the Cayman Islands with limited liability) (於開曼群島註冊成立的有限公司)

(Stock Code 股份代號: 1148)

9 February 2024

Dear registered shareholder(s),

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, Xinchen China Power Holdings Limited (the "Company") is writing to inform you that the Company has adopted electronic dissemination of corporate communications ("Corporate Communications"), which mean any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to (a) directors' reports, annual accounts together with copy of auditors' reports and, where applicable, summary financial reports; (b) interim reports and, where applicable, summary interim reports; (c) notices of meeting; (d) listing documents; (e) circulars; and (f) proxy forms.

Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the website of the Company at www.xinchenpower.com and the HKEXnews website at www.hkexnews.hk in place of printed copies.

Solicitation of electronic contact details

To ensure timely receipt of the latest Corporate Communications and Actionable Corporate Communications (Note), the Company recommends you to provide your email address by scanning your personalized QR code printed on the reply form (the "Reply Form") on the reverse side. Alternatively, you may sign and return the Reply Form to the Company's Hong Kong branch share registrar (the "Share Registrar"), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong.

If the Company receive a non-functional email address in your reply, until such time that a functional email address is provided to the Share Registrar, you will (i) be unable to receive any notifications regarding the publication of Corporate Communications; (ii) need to proactively check the Company's website and the HKEXnews website to keep up with the publication of Corporate Communications; and (iii) receive the Actionable Corporate Communications in printed form in the future.

If you want to receive Corporate Communications in printed form, please complete and return the Reply Form on the reverse side to the Share Registrar or send an email to xinchenpower.ecom@computershare.com.hk specifying your name, address and request to receive Corporate Communications in printed form. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter.

Should you have any queries relating to this letter, please contact the Share Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Mondays to Fridays, excluding Hong Kong public holidays.

> By order of the board of directors **Xinchen China Power Holdings Limited** Wu Xiao An (also known as Ng Siu On) Chairman

Note: Actionable Corporate Communication is any corporate communication that seeks instructions from the Company's securities holders on how they wish to exercise their rights or make an election as the Company's securities holders.

各位登記股東:

以電子方式發布公司通訊之安排

根據自 2023 年 12 月 31 日起生效的擴大無紙化上市機制及以電子方式發布公司通訊規定下香港聯合交易所有限公司證券上市規則第 2.07 條,新晨中國動力控股有限公司(「**公司**」)謹此通知 閣下,公司已採用以電子方式發布公司通訊(「**公司通訊**」)之安排,該公司通訊是指公司發出或將予發出 以供其任何證券的持有人參照或採取行動的任何文件,包括但不限於 (a) 董事報告、年度帳目連同核數師報告副本以及(如適用)財務摘要報告; (b) 中期報告及(如適用)中期摘要報告; (c) 會議通知; (d) 上市文件; (e) 通函;和 (f) 委任代表表格。

請注意,所有日後公司通訊的英文版和中文版將以電子方式在公司網站 www.xinchenpower.com和披露易網站 www.hkexnews.hk上提供,以代替印刷本。

徵集電子聯絡資料

為確保及時收到最新的公司通訊及可供採取行動的公司通訊 (##註),公司建議 閣下透過掃描本函背頁之回條(「回條」)上列印的 閣下專屬二維碼 來提供 閣下的電子郵件地址。 或者, 閣下也可以簽署回條並交回公司的香港股份過戶登記分處(「股份過戶處」)香港中央證券登記有限公司, 地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。

如果公司收到 閣下的電子郵件地址為無效,直至股份過戶處收到 閣下有效的電子郵件地址前, 閣下將(i)無法收到任何有關發布公司通訊的通知; (ii)需要主動查看公司網站和披露易網站以留意公司通訊的發布;及(iii)將以印刷本形式收取公司日後可供採取行動的公司通訊。

閣下希望收取公司通訊之印刷版,請填妥本函背頁之回條並交回股份過戶處,或發送電子郵件至 xinchenpower.ecom@computershare.com.hk, 並註 明 閣下的姓名、地址以及收取公司通訊印刷版的要求。 請注意,收取公司通訊印刷版之指示由收悉 閣下指示當日起計一年內有效,此後將過期。

如 閣下對本函件有任何疑問,請於辦公時間星期一至五(香港公眾假期除外)上午9時正至下午6時正(香港時間)期間致電股份過戶處(852)2862 8688 查詢。

> 承董事會命 新晨中國動力控股有限公司 丰席 吳小安

二零二四年二月九日



REPLY FORM 回條

Computershare Hong Kong Investor Services Limited

(the "Share Registrar") 17M Floor, Hopewell Centre

183 Queen's Road East, Wanchai, Hong Kong

(「股份過戶處」) 香港灣仔皇后大道東 183 號 合和中心 17M 樓

香港中央證券登記有限公司

(Please **choose ONLY ONE** of the options below) (請從以下選項中**只選擇其中一項**)

Personalized QR Code 專屬二維碼

Option 1: Provide your email address for receipt of future Corporate Communications* of the Company via electronic dissemination by scanning your personalized QR code

選項1:

掃瞄 閣下專屬二維碼提供 閣下之電子郵件地址,以接收公司通過電子方式 發布的日後公司通訊*

You are **NOT required** to return this Reply Form if you choose Option 1. 如選擇了選項1 帮下無須交回本回條。

Option 2: I/we hereby provide my/our email address in writing for receipt of future Corporate Communications* of the following listed company (the			
"Company") via electronic dissemination			
選項 2: 本人/吾等現以書面提供本人/吾等之的電子郵件地址,以確保收到以下上市公司(「公司」)通過電子方式發布的日後公司通訊*			
Name of securities holder(s) 證券持有人姓名: Name of the listed company 上市公司名稱:			
Xinchen China Power Holdings Limited			
	新晨中國動力控股有	「限公司	
Email address 電郵地址: (Note 3 / 附註3)			
Option 3: I/we hereby request to receive Corporate Communications* in printed form (Please mark "✓" in the below box if applicable)			
選項3: 本人/吾等現要求收取公司通訊 [*] 印刷版 (如適用·請在以下方格內劃上「✓」號)			
receive future Corporate Communications* in printed copy and noted that this instruction is valid only for one year starting from the receipt date of instruction. (Note 5) 收取日後公司通訊*的印刷本·並已知悉本指示由收取指示日期起計一年內有效。(附註5)			
Signature(s): (Note 1)	Contact number:	Date:	
Signature(s): 簽名: ^(附註 1)	聯絡電話號碼:	Date: 日期:	
	17F NG TO HE JUL 419 .		
Notes 附註: 1. Please complete all your details clearly. If your shares are held in joint names 講演登填妥 閣下之所有資料。如屬聯名股東,則本回條須由所有聯名股!	東聯合簽署,方為有效。	ly Form in order to be valid.	
 Any Reply Form with no signature or otherwise incorrectly completed will be vo 任何回條若未有簽署或在其他方面填寫不正確·則本回條將會作廢。 			
 If the Company does not receive a functional email address in your reply, you w 如公司沒有收到 閣下的有效電子郵件地址 · 閣下將無法收到有關發布2 	公司通訊*的通知。		
 If you provide more than one email address by QR code, email, reply form and/o 如 関下強過一維確、牽郵、回修及/或其他方式提供多於一個的兩子郵件 	r other means, only the latest one email address provides : 地址·只有 閻下最後提供的電子郵件地址將會被用於	1 will be registered. 사용화 :	

- 別 圏ト理線二維等、電野・凹除及保具限力が旋状を水下回的電子野外形立、大角、圏ト電線旋状的電子野外形立地背積破形が全面。 5. If you mark "" in the box in Option 3, no email address will be received. 如 関下在護賃3方格内劃上「√」號・勝不會有電子郵件地址被登記・只會收取公司通訊"約印刷版" in printed form will be received. 如 関下在護賃3方格内劃上「✓」號・勝不會有電子郵件地址被登記・只會收取公司通訊"約印刷版。 6. For the avoidance of doubt, the Company does not accept any other instructions given on this Reply Form. 為免存疑・在本回線上的任何酸外指示・公司將不予處理。

- Unless otherwise specified, Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to annual reports, interim reports, notices of meeting, circulars and proxy forms. 條非另有註即,公司總訊乃指公司已發出或將予發出以供其任何證券的持有人參照或採取行動的任何文件,其中包括但不限於年報、中期報告、會議通告、通函及委任代表表格。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- 個人資料型的
 "Personal Data" in this statement has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO").
 本爱帕中所指的「個人資料」與香港法例第 486 章 《個人資料(私隱)條例》(「《私隱條例》」)中「個人資料」的涵義相同。
 "Your Personal Data provided in this Reply Form will be used in connection with, including but not limited to, the Company's electronic dissemination of Corporate Communications" and to liaise with you on other matters relating to your holdings in the Company, Your supply of Personal Data to the Company is on a volumery basis. In case of a failure to provide sufficient information, the Company may not be able to process your instruction and/or request as stated in this Reply Form.
 圖下於本日傳解所提供的個人資料新用於包括但不限於)有關公司以電子方式發布公司通訊*及就 閣下持有的公司證券有關的其他事宜上與 閣下聯絡。閣下是自願向公司提供個人資料。若 閣下未能提供足夠資料、公司可能無法處理 閣下在本回條上所述的指示及《國東·
 "Vour Personal Data may be disclosed or transferred by the Company to its subsidiaries, the Share Registrar, and/or other companies or bodies for any of the stated purposes, or when it is required to do so by law and will be retained for such period as may be necessary for our verification and record purposes.
 公司可就任何所說時的用達或在法例規定的情况下,將 閣下的個人資料接觸或轉移經公司的附屬公司、股份資戶處、及/成其他公司或團體・並將在適當期間保留該等個人資料作核實及紀錄用途。
 You have the right to request access to and/or correction of your Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of your Personal Data should be in writing, by mail to the Hong Kong Privacy Officer of the Share Registrar at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email at Privacy Officer® computershate.com.bk.
- PrivacyOfficer@computershare.com.hk. 簡片有權根據(私雕條例)的條文查閱及或修改 個下的個人資料。任何該等查閱及/或修改個下的個人資料。任何該等查閱及/或修改個人資料的要求均須以書面方式郵寄至股份過戶處(地址為香港灣仔皇后大道東 183 號合和中心 17M 樓)向香港隱私主 任提出,或發送電郵至 <u>PrivacyOfficer@computershare.com.hk</u>。

Mailing Label 郵寄標籤

香港中央證券登記有限公司 Freepost No. 簡便回郵號碼:37 Hong Kong 香港

Please cut the mailing label and stick it on an envelope to return this form to us.

No postage is necessary if posted in Hong Kong.

當 閣下寄回此回條時・請將郵寄標籤剪貼於信封上 如在本港投寄・ 閣下無需支付郵費或貼上郵票。