



# EVERBRIGHT GRAND CHINA ASSETS LIMITED

## 光大永年有限公司

*(Incorporated in the British Virgin Islands with limited liability and transferred by way of continuation into the Cayman Islands )*

**( Stock Code : 3699 )**

## Shareholders Communication Policy

### I. OBJECTIVE

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

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.

### II. COMMUNICATION WITH SHAREHOLDERS

#### A. Shareholders’ meetings

The annual general meeting and other general meetings of the Company are the primary forum for communication with Shareholders and for Shareholder participation.

The Company encourages Shareholders to participate in shareholders’ meetings physically 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 prior to the meetings on the websites of the Company ([www.ebgca.com.hk](http://www.ebgca.com.hk)) 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 where the Chairman of the Board of the Company, Chairmen of Board committees, Directors and representative from the auditor would be present and are available to answer questions from Shareholders.

Appropriate arrangements for the general meetings shall be in place to encourage Shareholders' participation. The Chairman will allow relevant questioning.

The format and process of shareholders meeting are regularly reviewed and where necessary, changes will be introduced as appropriate to accommodate the needs of Shareholders, enhance their meeting experience and increase their participation at general meeting.

### **B. Corporate Communication**

The Company reports operating results on a half yearly and annual basis and produces interim and annual reports in accordance with the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited ("SEHK") and other applicable laws and regulations (the "Regulatory Requirements").

From time to time, the Company communicates other information to Shareholders by way of Company announcements, circulars, notices and other regulatory disclosure in compliance with the Regulatory Requirements.

Corporate communications will be provided to Shareholders in both English and Chinese versions in accordance with Regulatory Requirements to facilitate Shareholders' understanding.

To facilitate timely and effective communications and contribute to environmental protection, the Company has provided options for Shareholders to receive the corporate communications by electronic means in lieu of receiving printed copies. Shareholders are encouraged to receive electronic form of the corporate communications published on the Company's website and provide their email address to the Company to receive email notification of the publication of the corporate communications. Procedures are in place for Shareholders to change their choice of means of receipt of the corporate communications.

### **C. Corporate website**

The Company's website ([www.ebgca.com.hk](http://www.ebgca.com.hk)) provides information on the Company, including shareholder communication.

In addition to a dedicated "Investor Relations" section in which the annual reports, interim reports, announcements and circulars of the Company are posted as soon as practicable following their release to SEHK on the website of HKEx, relevant press releases and Company journals are also made available on the Company's website to facilitate communication between the Company, Shareholders and the investment community.

### **III. COMMUNICATION WITH THE COMPANY**

Shareholders may, at any time, direct questions, request for publicly available information and provide comments and suggestions to Directors or management of the Company. Such questions, requests and comments can be addressed to the Company or the Company Secretary of the Company by mail to Room 1302, 13<sup>th</sup> Floor, Bank of East Asia Harbour View Centre, 56 Gloucester Road, Wanchai, Hong Kong or by email to [inquiry@ebgca.com.hk](mailto:inquiry@ebgca.com.hk)

Shareholders should direct their questions about their shareholdings by mail to the Company's Branch Share Registrar, Tricor Investor Services Limited, at 17/F., Far East Finance Centre, 16 Harcourt Road, Hong Kong, who has been appointed by the Company to deal with Shareholders for share registration and related matters.

### **IV. SHAREHOLDER PRIVACY**

The Company recognizes the importance of Shareholders' privacy and will not disclose Shareholders' information without their consents unless required by law.

### **V. PUBLICATION OF POLICY**

This Policy is available on the website of the Company. The Policy is reviewed at least annually by the Board of the Company to ensure its effectiveness in upholding high standards of communication with Shareholders and to reflect current best practice.

(updated March 2024)

