

# **SOLARTECH INTERNATIONAL HOLDINGS LIMITED**

**星凱控股有限公司\***

*(Incorporated in Bermuda with limited liability)*

*(the “Company”)*

## **SHAREHOLDERS’ COMMUNICATION POLICY**

*(Adopted by the Company on 19 March 2012 and updated on 5 April 2016  
and 23 April 2021 and further updated on 2 May 2025)*

### **1. PRINCIPLES**

- 1.1 The Company is committed to providing shareholders of the Company (the “Shareholders”) and other stakeholders (including potential investors) with balanced and understandable information about the Company.
- 1.2 The board of directors (the “Board”) of the Company should be responsible for:
- maintaining an on-going dialogue with Shareholders and encouraging them to communicate actively with the Company; and
  - establishing this Shareholders’ Communication Policy (the “Policy”) and reviewing the Policy on a regular basis to ensure its effectiveness.

### **2. PURPOSE**

- 2.1 The Policy aims to:
- promote effective communication with Shareholders and other stakeholders;
  - encourage Shareholders to engage actively with the Company; and
  - enable Shareholders to exercise their rights as shareholders effectively.

### **3. SOURCES OF COMMUNICATION**

#### **3.1 Corporate Communication**

- 3.1.1 “Corporate Communication” as defined under the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) (the “Listing Rules”) refers to any document issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to the following documents of the Company: (a) the directors’ report, annual accounts together with a copy of the auditor’s report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.

\* *For identification purpose only*

- 3.1.2 The Corporate Communication of the Company will be published on the Stock Exchange's website ([www.hkexnews.hk](http://www.hkexnews.hk)) in a timely manner as required by the Listing Rules. A notice of publication of the website version of Corporate Communications, in both English and Chinese, will be sent by the Company to Shareholders by email or by post (only if the Company does not possess the functional email address of a Shareholder) on the publication date of the Corporate Communications.
- 3.1.3 "Actionable Corporate Communications" as defined under the Listing Rules refers to any corporate communications that seek instructions from the Shareholders on how they wish to exercise their rights or make elections as the Company's Shareholders.
- 3.1.4 The Company will send the Actionable Corporate Communications to Shareholders individually in electronic form by email. If the Company does not possess the email address of a Shareholder or the email address provided is not functional, the Company will send the Actionable Corporate Communication in printed form together with a request form for soliciting the Shareholder's functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future.

### **3.2 Announcements and Other Documents pursuant to the Listing Rules**

- 3.2.1 The Company shall publish announcements (on price sensitive information, corporate actions and transactions etc.) and other documents (e.g. Bye-laws) on the Stock Exchange's website in a timely manner in accordance with the Listing Rules.

### **3.3 Corporate Website**

- 3.3.1 Any information or documents of the Company posted on the Stock Exchange's website are also published on the Company's website ([www.1166hk.com](http://www.1166hk.com)) under the "Press Release" section.

### **3.4 Shareholders' Meetings**

- 3.4.1 The annual general meeting and other general meetings of the Company are primary forum for communication between the Company and its Shareholders.
- 3.4.2 The Company shall provide Shareholders with relevant information on the resolutions(s) proposed at a general meeting in a timely manner in accordance with the Listing Rules. The information provided shall be reasonably necessary to enable Shareholders to make an informed decision on the proposed resolution(s).
- 3.4.3 Shareholders are encouraged to participate in general meetings or to appoint proxies to attend and vote at the meetings for and on their behalf if they are unable to attend the meetings.

- 3.4.4 Where appropriate or required, the Chairman of the Board and other Board members, the chairmen of board committees or their delegates, and the external auditors should attend general meetings of the Company to answer Shareholders' questions (if any).
- 3.4.5 The chairman of the independent board committee (if any) should also be available to answer questions at any general meeting to approve a connected transaction or any other transaction that is subject to independent shareholders' approval.

### **3.5 Shareholders' Enquiries**

#### **3.5.1 Enquiries about Shareholdings**

Shareholders should direct their enquiries about their shareholdings to the Company's branch share registrar, Tricor Investor Services Limited, via its online holding enquiry service at <https://srhk.vistra.com>, or send email to [is-enquiries@vistra.com](mailto:is-enquiries@vistra.com) or call its hotline at (852) 2980 1333, or go in person to its public counter at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong.

#### **3.5.2 Enquiries about Corporate Governance or Other Matters to be put to the Board and the Company**

The Company will not normally deal with verbal or anonymous enquiries. Shareholders may send written enquiries to the Company, for the attention of Chairman of the Board / Company Secretary, by email: [enquiry@solartech1166.com](mailto:enquiry@solartech1166.com), fax: (852) 2799 9835, or mail to the Company's Head Office and Principal Place of Business at Unit 16, 12/F, Concordia Plaza, 1 Science Museum Road, Tsim Sha Tsui, Kowloon, Hong Kong. Shareholders may call the Company at (852) 2796 1628 for any assistance.

*Note: Shareholders' information may be disclosed as required by law.*

***Note: If there is any inconsistency between the English and Chinese versions of this document, the English version shall prevail.***