

# **Pokfulam Development Company Limited**

**博富臨置業有限公司**

(the “Company”)

(Incorporated in Hong Kong with limited liability)

## **PROCEDURES FOR SHAREHOLDERS TO PROPOSE A PERSON**

### **FOR ELECTION AS A DIRECTOR OF THE COMPANY**

(Updated on 27 March 2012 and revised on 30 September 2022)

#### **1. PROVISIONS IN THE COMPANY’S ARTICLES OF ASSOCIATION**

- 1.1 The provisions for a shareholder to propose a person for election as a director of the Company are laid down in Article 125 of the Company’s Articles of Association.
- 1.2 Extract of Article 125 is set out below:

No person, other than a retiring Director, shall be eligible for election to the office of Director at any General Meeting, unless notice in writing by a member (not being the person to be proposed) entitled to attend and vote at the meeting for which such notice is given, of his intention to propose such person for election as a Director and notice in writing by that person of his willingness to be elected shall have been lodged at the Office of the Company in the period commencing no earlier than the day after the despatch of the notice of the General Meeting appointed for such election and ending no later than seven days prior to the date of such meeting, provided that such period shall be at least seven days.

#### **2. REQUIREMENTS UNDER THE RULES GOVERNING THE LISTING OF SECURITIES ON THE STOCK EXCHANGE OF HONG KONG LIMITED (THE “LISTING RULES”)**

- 2.1 Pursuant to Rules 13.70 and 13.74 of the Listing Rules, the Company shall:
  - publish an announcement or issue a supplementary circular upon receipt of a notice from a shareholder to propose a person for election as a director at the general meeting where such notice is received by the Company after publication of the notice of general meeting;
  - include in the announcement or supplementary circular the particulars required under Rule 13.51(2) of such person proposed to be elected as a director;
  - publish such announcement or supplementary circular not less than 10 business days before the date of the relevant general meeting; and

- assess whether or not it is necessary to adjourn the meeting of the election to give shareholders at least 10 business days to consider the relevant information disclosed in the announcement or supplementary circular.

### **3. PROCEDURES FOR SHAREHOLDERS TO PROPOSE A PERSON FOR ELECTION AS A DIRECTOR**

- 3.1 If a shareholder wishes to propose a person (the “Candidate”) for election as a director of the Company at a general meeting, he/she shall deposit a written notice (the “Notice”) at the Company’s Registered Office at 23rd Floor, Beverly House, 93-107 Lockhart Road, Wanchai, Hong Kong.
- 3.2 The Notice (i) must include the personal information of the Candidate as required by Rule 13.51(2) of the Listing Rules; and (ii) must be signed by the shareholder concerned and signed by the Candidate indicating his/her willingness to be elected and consent of publication of his/her personal information.
- 3.3 The period for lodgment of the Notice shall commence no earlier than the day after the despatch of the notice of general meeting appointed for such election and end no later than seven days prior to the date of such general meeting provided that such period shall be at least 7 days.
- 3.4 In order to allow the Company’s shareholders to have sufficient time to consider the proposal of election of the Candidate as a director of the Company, shareholders who wish to make the proposal are urged to submit and lodge the Notice as early as practicable.

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