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Sinopec Oilfield Service Corporation

(a joint stock limited company established in the People's Republic of China)
(Stock code: 1033)

SINOPEC OILFIELD SERVICE CORPORATION

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

RULES OF PROCEDURE FOR THE BOARD

(Revised at the first extraordinary general shareholders' meeting of the Company for the year of
2025 held on 18 December 2025)

Sinopec Oilfield Service Corporation
Rules of Procedure for the Board

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CHAPTER 1 GENERAL PROVISIONS

Article 1 In order to ensure that the board of directors of Sinopec Oilfield Service Corporation (hereinafter referred to as the “Company”) fulfils the duties and responsibilities conferred by all shareholders of the Company, conducts discussions efficiently, makes scientific, immediate and prudent decisions, and standardizes the operation of the board of directors, these Rules of Procedures are formulated according to the relevant provisions of the “Company Law of the People’s Republic of China”, the “Securities Law of the People’s Republic of China”, “Guidelines for the Articles of Association of Listed Companies”, “Standards for the Governance of Listed Companies”, the “Rules Governing the Listing of Stocks on the Shanghai Stock Exchange”, and other laws, administrative regulations, departmental rules, other relevant normative documents, and the securities regulatory rules of the places where the shares of the Company are listed (collectively the “Relevant Regulatory Rules”), as well as the Articles of Association of Sinopec Oilfield Service Corporation (the “Articles of Association”), and in consideration of the actual circumstances of the Company.

CHAPTER 2 FUNCTIONS, POWERS AND AUTHORITY OF THE BOARD OF DIRECTORS

Article 2 Where matters to be resolved by the board of directors involve major issues such as the Company’s reform and development direction, key objectives, tasks, and key work arrangements, the opinions of the Party organization shall be obtained in advance. When the board of directors appoints senior management of the Company, the Party organization shall deliberate on the candidates nominated by the board of directors or the general manager and put forward opinions and suggestions, or recommend candidates to the board of directors and the general manager.

Where matters considered by the board of directors involve legal issues, the chief legal counsel shall attend the meeting as a non-voting participant and provide legal opinions.

Article 3 The board of directors exercises the functions and powers conferred by the Relevant Regulatory Rules and the Articles of Association.

Article 4 The necessary conditions for the board of directors to perform its duties shall include the following:

The general manager shall provide the directors with necessary information and materials, enabling the board of directors to make scientific, immediate and prudent decision.

A director may require the general manager or, through the general manager, require the members of the general manager's team, special committees of the board of directors, special meeting of independent directors, or relevant departments of the Company to provide information and explanations which can enable the director to make scientific, immediate and prudent decisions.

Where the independent directors think necessary, and upon consideration and approval by a special meeting of independent directors, they can independently engage (an) intermediary institution(s) to conduct audits, consultations, or verifications on specific matters of the Company as a basis for their decisions. The fees incurred in the engagement of such (an) intermediary institution(s) shall be borne by the Company.

Article 5 The board of directors shall consider and resolve on the matters which the board of directors is required by Relevant Regulatory Rules and the Articles of Association to submit to the general meeting for determination (including matters proposed by independent directors after consideration and approval by a special meeting of independent directors).

Article 6 In order to ensure the Company's sound operation and improve decision-making efficiency, the board of directors shall, in accordance with Relevant Regulatory Rules, the Articles of Association, and the authorization of the general meeting, explicitly and limitedly delegate its powers concerning certain matters such as external investments, purchase or sale of assets, external guarantees, financial assistance, entrusted or commissioned asset management, contracting, leasing, securities investment, derivatives business, waiver of rights, external donations, as well as debt management and organizational structure, to the chairman of the board, one or more other directors, or the general manager, or other relevant parties for exercise.

Article 7 When the Company engages in ordinary transactions, occasional transactions, connected transactions, or other matters that may have a significant impact on the Company's financial condition, as stipulated in these Rules of Procedure for General Meetings, and after conducting size tests and aggregation in accordance with the requirements of Relevant Regulatory Rules, for matter that does not reach the threshold for board of director's consideration under any of the rules, the board of directors shall authorize the Chairman of the board, general manager, and other relevant parties to approve the transaction within the scope of their respective authorities as defined in the Company's internal management systems.

Article 8 The powers and authority of the board of directors on investments shall include the following:

(i) The board of directors shall decide on medium and long-term investment plans and proposals.

(ii) The board of directors shall decide on annual investment plans and proposals. The Chairman of the board is authorised to make adjustments to the plan and proposal within the limitation of the amount of not more than 15% of the capital expenditure for the current

year as approved by the board of directors.

(iii) Individual investment project (including but not limited to investment in technology improvements, fixed asset and external equity interest) shall be approved by the board of directors if the investment amount is not more than 5% of the latest audited net asset value of the Company. Subject to the authorization granted by the board of directors, the Chairman of the board can review and approve project with the investment amount not more than 3% of the Company's latest audited net asset value.

(iv) Where the Company uses its own assets to invest in other assets which are not related to the business of the Company, including high risk assets such as bonds, stocks and hi-tech industry, such investments shall be approved by the board of directors if the amount of investment is not more than 1 per cent of the Company's latest audited net asset value. Subject to the authority of the board of directors, the Chairman of the board is authorised to examine and approve individual projects if the amount of investment is not more than 0.5 per cent of the Company's latest audited net asset value.

Article 9 The powers and authority of the board of directors on indebtedness shall include the following:

(i) The board of directors shall consider and approve the amount of the long-term loans for the current year within its approved annual investment plan. The Chairman of the Board is authorised to make adjustments to the long-term loan within the limitation of not more than 10% of the total amount of the long-term loans for the current year as approved by the board of directors. Within the total amount of the longterm loans for the current year as approved by the board of directors, the Chairman of the Board is authorised to approve and sign the contract for a single long-term loan for the amount exceeding RMB1 billion, and the general manager is authorised to approve and

sign the contract for a single long-term loan for the amount not exceeding RMB1 billion.

(ii) Within the total amount of the working capital loans for the current year as approved by the board of directors, the Chairman of the Board is authorised to sign the short-term loan facility contract for raising working capitals required by the operation and management need of the Company.

Article 10 The powers and authority of the board of directors on external guarantee

The board of directors shall approve external guarantee that does not reach the thresholds for general meeting's approval as stipulated in the Articles of Association and these Rules of Procedure for General Meetings.

Article 11 The powers and authority of the board of directors on financial assistance

The board of directors shall approve financial assistance that does not reach the thresholds for general meeting's approval as stipulated in the Articles of Association and these Rules of Procedure for General Meetings.

The chairman of the board and the general manager are respectively authorised to approve matters concerning the Company providing financial assistance to its controlled subsidiary which is included in the consolidated financial statements of the Company (provided that other shareholder of such controlled subsidiary does not include the Company's controlling shareholder, de facto controller, or their respective related parties), within the scope of authority stipulated in the Company's internal management system.

Article 12 The powers and authority of the board of directors on organizational structure and personnel

The board of directors authorizes the Chairman of the board to determine the following matters:

(I) The establishment of branch entities;

(II) To appoint or change members of the board of directors of wholly-owned subsidiaries;

(III) To appoint, change, or nominate shareholders' representatives, director candidates, and supervisor candidates (if any) of controlled subsidiaries and joint ventures.

CHAPTER 3 RULES OF THE BOARD OF DIRECTORS' MEETING

Article 13 The board of directors' meetings shall be divided into regular Board meetings and provisional Board meetings according to the regularity of such meetings.

Article 14 Regular Board meetings shall be held at least 4 times a year and convened by the Chairman of the board, including the Board meeting to review and approve the following:

(i) The annual results

The meeting to approve annual results shall be held within three months after the end of the Company's financial year. The directors shall consider the Company's annual reports and deal with other relevant matters at such meetings.

(ii) The interim results

The meeting to approve interim results shall be held within two months after the end of the first 6 months of the Company's financial year. The directors shall consider the Company's interim reports and deal with

other relevant matters at such meetings.

(iii) The quarterly results

The meetings to approve the quarterly results shall be held in the first month of each of the second and fourth quarter of the Gregorian calendar year. The directors shall consider the Company's quarterly reports for the first and third quarters at such meetings.

The date designated for the board meetings to approve annual results and the interim results meetings shall ensure that the annual reports and interim reports of the Company will be dispatched to the shareholders before the deadline specified by the Relevant Regulatory Rules and the Articles of Association, and shall ensure that the annual and interim financial results of the Company will be announced before the deadline specified by the Relevant Regulatory Rules. The date designated for the board meeting to approve annual results shall also ensure that the annual general meeting of the Company will be held within 6 months from the end of the financial year of the Company.

Article 15

The Chairman of the board shall convene and chair an extraordinary board meeting within 10 days from the date of receipt of such proposal in any one of the following events:

- (1) where the Chairman of the Board considers necessary;
- (2) where one-third or more of the directors propose in their joint names;
- (3) where a proposal is considered and approved by a special meeting of independent directors;
- (4) where a special committee of the board of directors proposes;
- (5) where the shareholder(s) representing 10% or more of the voting rights propose;

(6) where the general manager proposes;

(7) any situation provided by the Articles of Association and these Rules of Procedures.

Article 16 The board meetings shall be held by way of on-site meetings, video – conference meeting (or using similar communication method) and in written resolution.

Regular or extraordinary board meetings shall, in principle, be held by way of on-site meeting. Provided that all attended directors can fully communicate and express their opinions, meetings can be held by video-conference (or using similar communication method), or a combination of on-site meetings and virtue methods.

If the board meetings are held by videoconference (or by similar communication method), all attending directors shall be deemed to have attended in person, provided that the attending directors are able to hear clearly the director who speaks at the meeting and communicate amongst themselves. The meetings held by this way shall be recorded and videotaped. In the event that the attending directors are unable to sign for the resolutions on site, they shall express their opinions by show of hands or orally during the meeting and shall complete the written signing procedures as soon as practicable. A director's vote by show of hands or oral vote shall have the same effect as a written voting ballot. However, the original written ballot (if applicable), subsequent written signatures, and opinions must be consistent with the vote by show of hands or oral vote at the meeting. If there is any inconsistency, the vote at the time of the meeting shall prevail.

Article 17 Provided that directors have unimpeded channels for communication and expression of opinions, provisional board meetings may be held in written resolutions.

However, the draft resolution shall be delivered to every director either

by personal delivery, facsimile, telex, email, express mail, or registered mail. If the board of directors has delivered the draft resolution to all directors, and the number of directors signing in favour of the draft resolution has met the quorum required for passing the resolution, and the draft resolution is delivered to the Secretary to the Board in the above-mentioned manner, the draft resolution shall become a resolution passed at a board meeting. Meetings held by written resolutions shall adopt a written ballot. Directors participating in the voting shall complete the corresponding written signing procedures within the period specified in the meeting notice. Unless otherwise indicated on the resolution by the directors, signing on the written resolution by the director shall be sufficient evidence that he/she have agreed to the resolution.

CHAPTER 4 PROCEEDINGS OF THE BOARD OF DIRECTORS' MEETING

Article 18 Putting forward Resolutions

The resolution of the board meetings shall be put forward in the following circumstances:

- (i) matter proposed by the directors;
- (ii) matter proposed after being reviewed and approved by a special meeting of independent directors;
- (iii) resolutions from the special committees of the board of directors;
- (iv) matter proposed by the general manager;
- (v) matter to be considered by the shareholders of the controlled subsidiaries or joint venture by their general meetings;
- (vi) other situations required by the Articles of Association and these Rules of Procedures.

Article 19 Collecting Resolutions

The secretary to the board shall be responsible for organizing and collecting the draft resolutions in respect of the matters to be reviewed at the meeting. Each person who puts forward the relevant resolutions shall submit the resolutions and relevant explanatory materials within a feasible timeframe before the date of the meeting. Matters that, according to the Relevant Regulatory Rules and the Articles of Association, require prior consideration by a special meeting of independent directors or a special committee of the board of directors, can only be submitted to the board of directors for consideration after completing the prescribed procedures. The relevant materials shall be submitted to the Chairman of the board after sorted by the secretary to the board, together with the date, venue and agenda of the board meeting.

Article 20 Convening the Meetings

A board meeting shall be convened by the Chairman of the board. The vice chairman of the board shall assist the chairman of the board with his work. Where the chairman of the board fails to convene a meeting or is unable to convene a meeting for special reasons, the meeting shall be convened by the vice chairman of the board (if the Company has two or more vice chairmen of the board, the vice chairman of the board recommended by a majority of all the directors shall convene the meeting). Where the vice chairman of the board is unable to convene or fails to convene the meeting, the meeting shall be convened by the director recommended by a majority of all the directors. The convenors of the meeting shall be responsible for signing and issuing the notice of the meeting.

Article 21 Notice of the Meetings

(1) The notice of a board meeting shall be delivered to all directors

before the date of the meeting. The notice of the meeting shall generally set out the following:

- i. the date and venue of the meeting;
- ii. the duration of the meeting;
- iii. the reasons and subject matters of the meeting;
- iv. the date of the issue of the notice.

The notice of meeting shall be copied to other personnel attending the meeting.

(2) The board meetings shall be noticed according to the following requirements and method:

- i. the notice of the board meeting shall be delivered by personal delivery, facsimile, telex, email, express mail, registered mail, or other method;
- ii. the notice of the regular board meeting shall be delivered to the directors 14 days before the date of the meeting, and the notice for a provisional board meeting shall be delivered at least 5 days before the date of the meeting. In case of emergency, where a board meeting needs to be held as soon as possible, notice can be sent by way of telephone communication or other oral methods at any time, provided that the convenor shall explain and record the same in the minutes of the board meeting;
- iii. the notice shall be in Chinese, if necessary, the English version can be attached, and shall include the meeting agenda.

Any director can waive the right to receive the notice of board meeting according the aforesaid provision.

Notice of a meeting shall be deemed to have been given to any director who attends the meeting without raising the issue that he/she did not receive the notice, before or at the commencement of such meeting.

Article 22 Communication before the Meetings

After the issue of the notice of a meeting and before the date of the meeting, the secretary to the board shall be responsible for or organize communication and liaison with all directors, especially independent directors. The secretary to the board shall provide sufficient meeting materials, including all information, data, and documents required by directors to vote on resolutions, as well as relevant background materials for the meeting topics, and shall provide effective communication channels for independent directors. After receiving directors' opinions, suggestions, or inquiries regarding resolutions, the secretary to the board shall promptly pass on these opinions or suggestions to the person who put forward the resolutions, so as to enable he/she to make necessary amendments. The secretary to the board shall also, in a timely manner, arrange for responses to directors' inquiries and, before the meeting, supplement any relevant meeting materials requested by directors that are necessary for them to make decisions on the resolutions of the meeting.

Where a resolution is in association with significant interests of the employees of the Company, the board of directors shall listen to the opinions or suggestions of employees at the employee representatives' meeting or in other form of democracy.

Where 1/4 or more of the directors or two or more independent directors are of the opinion that the meeting materials are incomplete, insufficiently reviewed, or not provided in a timely manner, they can jointly submit a written proposal to the board of directors to postpone the board meeting or postpone consideration of the relevant matter, and the board of directors shall adopt such proposal. Unless such proposal

is put forward during the meeting, the secretary to the board shall deliver a notice to the directors upon receiving a written request concerning the postponement of the board meeting or the postponement of consideration of the relevant matter.

Article 23 Attendance of the Meetings

Unless otherwise stipulated by relevant laws and regulations and the Articles of Association, the quorum of the board meeting shall be a majority of all directors, including those attending by appointing other directors to attend on their behalf.

Directors shall attend the Board meetings in person. Where a director is unable to attend a meeting in person for any reason, he/she may by a written power of attorney appoint other director to attend the meeting on his/her behalf. However, the absent director shall review the meeting materials in advance and form definite opinions. The power of attorney shall set out the name of the proxy, the particulars and the scope of authorisation, duration of the validity of such authorisation, and shall be signed or sealed by the principal. For voting matters, the appointing director shall clearly state in the power of attorney his/her vote (for, against, or abstain) for each resolution.

Directors shall not make or accept the authorisation or carte blanche without any voting instruction on the resolution, or any authorization that are not clearly defined. One director shall not be proxies for more than two directors in a one board meeting. Independent director shall not appoint non-independent director as his/her proxy. When considering related party transactions, non-related director shall not appoint related director as his/her proxy. The liability of a director relating to his/her voting on resolutions cannot be waived by attending the meeting by a proxy.

If an independent director fails to attend two consecutive board meetings either in person or appoint other independent director to

attend on his/her behalf, the board of directors shall propose to convene a general meeting within 30 days of such occurrence to remove that independent director from office. If any other director fails to attend two consecutive board meetings either in person or appoint other director to attend on his/her behalf, such director shall be deemed unable to perform his/her duties, and the board of directors shall recommend to the general meeting to remove such director.

Attending in person includes physical presence at the meeting or attendance via telecommunication methods.

Where a director, pursuant to Article 153 of the Articles of Association, shall cease to perform duties but has not ceased, or shall be removed but has not been removed, any participation in board meetings and voting by such director shall be invalid and shall not be counted in the quorum.

Article 24 Provided Chairing of Meetings

The board meeting shall be chaired by the Chairman of the board. The vice chairman of the board shall assist the Chairman of the board with his work. Where the chairman of the board fails to chair a meeting or is unable to chair a meeting, the meeting shall be chaired by the vice chairman of the board (if the Company has two or more vice chairmen of the board, the vice chairman of the board recommended by a majority of all the directors shall chair the meeting). Where the vice chairman of the board is unable to chair or fails to chair the meeting, the meeting shall be chaired by the director recommended by a majority of all the directors.

Article 25 Considering the Resolutions

The chairman of the board meeting shall declare the commencement of the meeting as scheduled. The directors attended shall reach an agreement on the agenda of the meeting thereafter. Where 1/4 or more

of the directors or two or more independent directors are of the opinion that the meeting materials are incomplete, insufficiently reviewed, or not provided in a timely manner, they may jointly submit a proposal to the board of directors to postpone the board meeting or postpone consideration of the relevant matter, and chairman of the meeting shall adopt such a proposal.

When an agreement is reached in respect of the agenda of the board meeting by the directors attended the meeting, the chairman of the meeting shall call for consideration and vote on each of the resolutions one by one. Persons who put forward the resolutions or their proxy shall first report to the board of directors or explain their resolutions.

In considering the relevant proposals, resolutions and reports, in order to understand the main points and the background information of the resolutions in detail, the board meeting may require the heads of the departments which are responsible for handling the resolutions to attend the meeting to listen to and make inquiries, so that informed decision can be made at the meeting. If, in the course of the meeting, any resolutions considered are found to be unclear or infeasible, the board of directors shall require the departments which are responsible for handling the resolutions to explain at the meeting, and the resolutions can be returned to such departments for re-handling and its consideration and approval shall be postponed.

Article 26 Voting on the Resolutions

In considering the resolutions at the board of directors' meeting, all attending directors shall deliver their opinions in respect of voting for or against or abstained.

The directors who are acting as proxies of other director shall exercise the rights of voting within the authorisation.

Where a director did not attend a board meeting and fails to appoint a

proxy to attend and vote on his/her behalf, such director shall be deemed to have waived the rights to vote at the meeting.

In reaching resolutions by the board of directors, except the following matters the resolutions of which shall be passed by two-thirds or more of the directors, other matters shall be passed by the majority of all the directors provided that the external guarantee and financial assistance should also be approved by two-thirds or more of the directors attending the meeting:

(1) to formulate the credit and financial policies of the Company, proposals for the increase or reduction of the registered capital of the Company, and the issuance and listing of corporate bonds, any class of shares, warrants, convertible bonds or other similar securities;

(2) to formulate proposals for material acquisitions, repurchase of the Company's shares, merger, division, dissolution, or change of the Company's corporate form, and to approve mergers where the consideration payable does not exceed 10% of the Company's net assets;

(3) to formulate proposals for any amendment to the Articles of Association and its appendices;

(4) other matters stipulated under the Relevant Regulatory Rules or the Articles of Association.

The voting methods for board resolutions are: show of hands, oral voting, or written voting. For meetings held on-site, voting shall be conducted by show of hands, oral voting, or written voting. For meetings held by video-conference (or similar communication equipment), voting may be conducted by show of hands or oral voting, but the directors attending the meeting shall promptly complete the required written signing procedures. The oral vote of a Director shall have the same effect as a written vote, provided that the original written

voting documents (if applicable), subsequent written signatures and opinions must be consistent with the opinion expressed by show of hands or oral vote at the meeting. In case of inconsistency, the opinion expressed at the meeting shall prevail. For meetings held by way of written resolutions, voting shall be conducted by written voting, and the directors who participated in voting shall complete the required written signing procedures within the period specified in the meeting notice.

Each director shall have one vote.

Article 27 Where a director is connected with the enterprises or individual involved in a matter to be resolved at a Board meeting, such director shall promptly submit a written report to the board of directors. If an independent director finds that the matter under consideration may affect his or her independence, he or she shall make a declaration to the Company and abstain from voting. A director with a connected relationship shall neither vote on the relevant resolution nor act as proxy for other director to vote. The voting of such director shall not be counted in the total number of vote with voting right. The Board meeting can be convened if a majority of the non-connected directors attended the meeting and the resolution of the board of directors shall be approved by a majority of the non-connected directors. Where the nonconnected directors who attended the board meeting are less than 3, the relevant motions shall be submitted directly to the general meeting for consideration.

Article 28 Liability of Directors in respect of Resolutions of the Board Meetings

The directors shall be responsible for the resolutions passed at the Board meetings. Where a resolution of the board of directors violates laws, administrative regulations, the Articles of Association, or resolutions of the general meeting, resulting in serious losses to the Company, the directors participating in voting for the resolution shall be liable to compensate the Company. A director who votes against the

resolution, and who has been proved as having expressed dissenting opinions on the resolution and such opinions are recorded in the minutes of the meeting can be exempt from liability.

Article 29 Resolutions of the Meeting

In principle, the Board meeting shall resolve on all the matters reviewed at the meeting.

Where matters to be reviewed by the board of directors are required to undergo prior consideration by a special committee of the board of directors, the consideration of the special committee on such matters shall be stated in the resolution of the board of directors. If the board of directors does not adopt, or does not fully adopt, the recommendations of the special committee, the resolution of the board of directors shall set out the opinions of the special committee and the specific reasons for not adopting them, and such information shall be disclosed.

Where an independent director casts a vote of dissent or abstention on a board resolution, he or she shall provide specific reasons and grounds, including the legality and compliance of the matter under consideration, potential risks, and its impact on the Company and the interests of minority shareholders. When disclosing resolutions of the board of directors, the Company shall disclose the dissenting opinions of independent directors at the same time, and such opinions shall be recorded in the resolutions of the board of directors and the minutes of the meeting.

Article 30 Minutes of the Meetings

The board of directors shall prepare minutes of its meetings in accordance with regulations. The minutes shall be true, accurate, and complete, fully reflecting the opinions expressed by attendees on the matters considered. The minutes of the board meeting shall state the

following:

- (1) the date, place and names of the convenors of the meeting;
- (2) the names of the attending directors and the names of directors (proxies) attending the Board meeting by proxy;
- (3) the agenda of the meeting;
- (4) the essential points of the directors' presentations (for the written resolution meeting, the version containing the directors' feedbacks in writing shall prevail), and independent directors' opinions (if any);
- (5) the voting methods and outcome for each proposal (the outcome of the voting shall set out the respective number of assenting or dissenting votes or votes that were waived).

The Secretary to the Board shall diligently organize the recording and compilation of matters discussed at the meeting. The minutes of each Board meeting shall be provided to all attending directors for review as soon as possible. Those directors who wish to make supplementary revision on the minutes shall report their opinions on the revision to the convener of the board of directors in written form within one week after the receipts of the minutes of the board meeting. After the minutes of board meeting are finally determined, the attending directors, the Secretary to the Board and the minute-taking officer shall sign the minutes of the Board meeting. The minutes of the Board meeting shall be preserved as company archives at the Company's domicile for a period of no less than 10 years.

Article 31 The expenses incurred by directors in attending Board meetings shall be borne by the Company. Such expenses include travel expenses from the place of residence of the directors to the place of the meeting, as well as accommodation and meal expenses during the meeting.

Miscellaneous expenses such as venue rental fees and local transportation expenses shall also be borne by the Company.

CHAPTER 5 DISCLOSURE OF INFORMATION RELATING TO THE BOARD MEETING

Article 32 The board of directors of the Company shall strictly comply with the requirements of the securities regulatory authorities of the place where the Company's shares are listed in relation to the disclosure of information, and shall make comprehensive, timely and accurate disclosure of the matters or resolutions discussed at the Board meetings that are required to be disclosed. Information relating to significant matters (as determined in accordance with the effective regulatory rules promulgated from time to time by the securities regulatory authorities at the place where the Company's shares are listed) shall be promptly disclosed in accordance with the relevant information disclosure obligations.

Article 33 Where the performance of duties by independent directors involves information that is required to be disclosed, the Company shall make timely disclosure. If the Company fails to make such disclosure, the independent directors can apply for disclosure directly or report the matter to the China Securities Regulatory Commission (CSRC) and the stock exchange where the Company is listed in the PRC.

Article 34 Regarding the contents of the board meeting that require confidentiality, personnel with knowledge thereof must maintain confidentiality, and those who violate this provision shall be held accountable.

CHAPTER 6 IMPLEMENTATION OF THE RESOLUTIONS OF THE BOARD MEETING AND FEEDBACKS

- Article 35** For matter that is subject to approval at the general meeting, after being considered and approved at a Board meeting, it shall be submitted to the general meeting for approval before implementation.
- Article 36** After a resolution is passed at a board meeting, the general manager shall implement the resolution which falls within his/her scope of the authority, or within the delegation by the board of directors to the general manager. The general manager shall report the status of implementation to the board of directors.
- Article 37** The Chairman of the board shall personally or authorize the vice chairman of the board or other directors, to inspect and supervise the implementation of the resolution of the meeting.
- Article 38** For each board meeting, the general manager shall submit a written report to the meeting on the status of the implementation of the matters that are required to be implemented under the resolution of the previous board meeting.
- Article 39** Under the leadership of the board of directors and the Chairman, the secretary to the board shall proactively oversee the implementation of the board resolution, and shall, in a timely manner, report to and submit proposals to the board of directors and the chairman in relation to the important matters to be implemented.

CHAPTER 7 SUPPLEMENTARY ARTICLES

- Article 40** Unless otherwise specified, the terms used in these Rules of Procedures shall have the same meanings as those given to them in the Articles of Association of the Company.
- Article 41** Matters not covered under these Rules of Procedures, or in the event of any conflict between these Rules of Procedures and the Relevant Regulatory Rules promulgated from time to time, the Articles of Association, or resolution of the general meeting, the Relevant

Regulatory Rules, the Articles of Association, or the resolutions of the general meeting shall prevail.

Article 42 The formulation and amendment of these Rules shall be submitted to the general meeting for approval by a special resolution after being approved by two-thirds or more of all directors of the Company.

Article 43 The board of directors shall be responsible for interpreting these Rules.