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Beijing Jingneng Clean Energy Co., Limited  
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## **NOTICE OF THE FIRST EXTRAORDINARY GENERAL MEETING OF 2024**

**NOTICE IS HEREBY GIVEN** that an extraordinary general meeting (the “EGM”) of Beijing Jingneng Clean Energy Co., Limited (the “**Company**”) will be held at 9:30 a.m. on Friday, 2 February 2024 at Meeting Room 802, 8th Floor, No. 6 Xibahe Road, Chaoyang District, Beijing, the PRC, for the purposes of considering and, if thought fit, passing the following resolutions:

### **SPECIAL RESOLUTIONS**

1. To consider and approve the termination of the H share appreciation rights scheme as approved on 28 May 2020.
2. To consider and approve the adoption of the H share appreciation rights scheme and the grant.

By Order of the Board  
**Beijing Jingneng Clean Energy Co., Limited**  
**ZHANG Fengyang**  
*Chairman*

Beijing, the PRC  
17 January 2024

*As at the date of this notice, the executive Directors of the Company are Mr. Zhang Fengyang, Mr. Chen Dayu, Mr. Zhang Wei and Mr. Li Minghui; the non-executive Directors are Mr. Zhou Jianyu, Mr. Song Zhiyong and Ms. Zhang Yi; the independent non-executive Directors are Ms. Zhao Jie, Mr. Wang Hongxin, Mr. Qin Haiyan and Ms. Hu Zhiying.*

*Notes:*

Details of the special resolutions are set out in the circular of the Company dated 17 January 2024 (the “**Circular**”). Unless otherwise defined, capitalized terms shall have the same meanings as defined in the Circular.

## **1. CLOSURE OF REGISTER FOR H SHARES, ELIGIBILITY FOR ATTENDING THE EGM**

Holders of H shares of the Company are advised that the share register for H shares of the Company will be closed from Tuesday, 30 January 2024 to Friday, 2 February 2024 (both days inclusive). The Shareholders whose names appear on the register of members of the Company on the close of business on Monday, 29 January 2024 are entitled to attend and vote at the EGM.

Holders of H shares of the Company who wish to attend the EGM but have not registered the transfer documents are required to deposit the transfer documents together with the relevant share certificates at the H share registrar of the Company in Hong Kong, Computershare Hong Kong Investor Services Limited, at Shops 1712-16, 17th Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong by no later than 4:30 p.m. on Monday, 29 January 2024 for registration.

## **2. PROXY**

Shareholders entitled to attend and vote at the EGM may appoint one or more proxies to attend and vote in their stand. A proxy needs not be a Shareholder of the Company.

The instrument appointing a proxy must be in writing under the hand of a Shareholder or his attorney duly authorized in writing. If the Shareholder is a corporate body, the proxy form must be either executed under its common seal or under the hand of its director(s) or duly authorized attorney(s). If the proxy form is signed by an attorney of the Shareholder, the power of attorney authorizing that attorney to sign or other authorization documents must be notarized.

For holders of H shares of the Company, the proxy form together with the power of attorney or other authorization document (if any) must be lodged at the Company’s H share registrar in Hong Kong, Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong in person or by post not less than 24 hours before the time fixed for holding the EGM (i.e. by no later than 9:30 a.m. on Thursday, 1 February 2024) or any adjournment thereof (as the case may be) in order to be valid. Shareholders can still attend and vote at the EGM upon completion and return of the proxy form.

## **3. ADDRESS AND TELEPHONE NUMBER OF THE COMPANY’S PRINCIPAL PLACE OF BUSINESS IN THE PRC**

Address: 7/8F,  
No. 6 Xibahe Road,  
Chaoyang District,  
Beijing, the PRC

Telephone: (86 10) 8740 7010 / (86 10) 8740 7065

**4. PROCEDURES FOR VOTING AT THE EGM**

Any vote of Shareholders at the EGM must be taken by poll.

**5. OTHER BUSINESS**

Shareholders (in person or by proxy) attending the EGM are responsible for their own transportation and accommodation expenses. Shareholders or their proxies attending the EGM shall produce their identity documents.

**6.** References to time and dates in this notice are to Hong Kong time and dates.