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Beijing Jingneng Clean Energy Co., Limited  
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## **NOTICE OF THE 2023 SECOND H SHARE CLASS MEETING**

**NOTICE IS HEREBY GIVEN** that the 2023 second H share class meeting (the “**H Share Class Meeting**”) of Beijing Jingneng Clean Energy Co., Limited (the “**Company**”) will be held on Thursday, 28 December 2023 at Meeting Room 802, 8th Floor, No. 6 Xibahe Road, Chaoyang District, Beijing, the PRC, immediately after the conclusion of the extraordinary general meeting of the Company to be held at 10:00 a.m. on the same day and at the same place for the purposes of considering and, if thought fit, passing the following resolution:

### **SPECIAL RESOLUTION**

1. To consider and approve the proposed amendments to articles of association of the Company.

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

Beijing, the PRC  
11 December 2023

*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 resolution are set out in the circular of the Company dated 11 December 2023 (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 H SHARE CLASS MEETING**

Holders of H shares of the Company are advised that the share register for H shares of the Company will be closed from Thursday, 21 December 2023 to Thursday, 28 December 2023 (both days inclusive). The Shareholders whose names appear on the register of members of the Company on the close of business on Wednesday, 20 December 2023 are entitled to attend and vote at the H Share Class Meeting.

Holders of H shares of the Company who wish to attend the H Share Class Meeting 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 Wednesday, 20 December 2023 for registration.

## **2. PROXY**

Shareholders entitled to attend and vote at the H Share Class Meeting may appoint one or more proxies to attend and vote in their stead. A proxy need 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 H Share Class Meeting (i.e. by no later than 10:00 a.m. on Wednesday, 27 December 2023) or any adjournment thereof (as the case may be) in order to be valid. Holders of H shares of the Company can still attend and vote at the H Share Class Meeting 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, PRC

**4. PROCEDURES FOR VOTING AT THE H SHARE CLASS MEETING**

Any vote of Shareholders at the H Share Class Meeting must be taken by poll.

**5. OTHER BUSINESS**

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

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