



勝獅貨櫃企業有限公司  
**SINGAMAS CONTAINER HOLDINGS LIMITED**

*(Incorporated in Hong Kong with limited liability)*

**Stock code: 716**

**PROCEDURES FOR SHAREHOLDERS  
TO CONVENE A GENERAL MEETING,  
PUT FORWARD PROPOSALS AT ANNUAL GENERAL MEETING  
AND  
PROPOSE A PERSON FOR ELECTION AS A DIRECTOR**

The following procedures is made according to the applicable legislation and regulation and the constitution documents of Singamas Container Holdings Limited (the “Company”), in particular the Articles of Association of the Company, Companies Ordinance (Chapter 622 of the Laws of Hong Kong) and the Rules Governing the Listing of Securities (the “Listing Rules”) of The Stock Exchange of Hong Kong Limited (the “Stock Exchange”).

**PROCEDURES FOR SHAREHOLDERS TO CONVENE A GENERAL MEETING**

Shareholders holding not less than 5% of the total voting rights of all shareholders of the Company (“Shareholders”) having a right to vote at general meetings can deposit a written request at 15th Floor, Allied Kajima Building, No.138 Gloucester Road, Wanchai, Hong Kong, the registered office of the Company, for the attention of the Company Secretary.

The written request must state the general nature of the business to be dealt with at the meeting, signed by the Shareholders concerned and may consist of several documents in like form, each signed by one or more of those Shareholders.

**PROCEDURES FOR PUTTING FORWARD PROPOSALS AT ANNUAL GENERAL MEETING (“AGM”)**

Shareholders holding not less than 2.5% of the total voting rights of all Shareholders having at the date of the request the right to vote at the AGM; or not less than 50 Shareholders holding shares in the Company who have a right to vote at the resolution of the AGM can submit a written request to move a resolution at the AGM.

The written request must state the resolution, signed by all the Shareholders concerned and may consist of several documents in like form (which between them contain the signatures of all the shareholders concerned).

The written request must be deposited at 15th Floor, Allied Kajima Building, No.138 Gloucester Road, Wanchai, Hong Kong, the registered office of the Company, for the attention of the Company Secretary not less than six weeks before the meeting to which it relates or if later, the time at which notice is given of that meeting.

Shareholders holding not less than 2.5% of the total voting rights of all Shareholders having a relevant right to vote, or at least 50 Shareholders who have a relevant right to vote, may request the Company to circulate, to Shareholders entitled to receive notice of a general meeting, a statement of not more than 1,000 words with respect to (a) a matter mentioned in a proposed resolution to be dealt with at that meeting, or (b) other business to be dealt with at that meeting. The request must be deposited at 15th Floor, Allied Kajima Building, No.138 Gloucester Road, Wanchai, Hong Kong, the registered office of the Company, identify the statement to be circulated, signed by all the Shareholders concerned and be received by the Company not less than seven days before the meeting to which it relates.

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

Article 95 of the articles of association of the Company provides that no person other than a director retiring shall be appointed or re-appointed as a director at any general meeting unless:

- (a) he/she is recommended by the directors; or
- (b) not less than seven days before the date appointed for holding the meeting, notice executed by a member qualified to vote on the appointment or reappointment has been given to the Company of the intention to propose that person for appointment or reappointment, stating the particulars which would, if he/she were appointed or reappointed, be required to be included in the Company's register of directors, together with notice executed by that person of his willingness to be appointed or reappointed.

The period for lodgement of the notice referred to the above will commence no earlier than the day after the despatch of the notice of the meeting appointed for such election and end no later than seven days prior to the date of such meeting.

Accordingly, if a Shareholder wishes to nominate a person to stand for election as a director of the Company, the following documents must be validly served on the Company Secretary, namely (i) his/her notice of intention to propose a resolution at the general meeting; and (ii) a

notice executed by the nominated candidate of the candidate's willingness to be appointed together with (A) that candidate's information as required to be disclosed under Rule 13.51(2) of the Rules Governing the Listing Securities on The Stock Exchange of Hong Kong Limited ("Listing Rules) and such other information, as set out in the below heading "Required information of the candidate(s) nominated by Shareholders", and (B) the candidate's written consent to the publication of his/her personal data.

In order to ensure all Shareholders have sufficient time to receive and consider the information of the nominated candidate(s), Shareholders concerned are urged to submit their proposals as early as practicable, so that a supplementary document containing information of the candidate(s) proposed by Shareholders concerned can be despatched to Shareholders no later than 10 business days prior to the date of general meeting.

In order to enable Shareholders to make an informed decision on their election of directors, the above described notice of intention to propose a resolution by the Shareholder concerned should be accompanied by the following information of the nominated candidate(s):

- (a) full name and age;
- (b) positions held with the Company and/or other members of the Company's group of companies (if any);
- (c) experience including (i) other directorships held in the past 3 years in public companies of which the securities are listed on any securities market in Hong Kong and overseas, and (ii) other major appointments and professional qualifications;
- (d) current employment and such other information (which may include business experience and academic qualifications) of which Shareholders should be aware of, pertaining to the ability or integrity of the candidate;
- (e) length or proposed length of service with the Company;
- (f) relationships with any Directors, senior management, substantial shareholders or controlling shareholders (as defined in the Listing Rules) of the Company, or an appropriate negative statement;
- (g) interests in Shares within the meaning of Part XV of the Securities and Future Ordinance (Chapter 571 of the Laws of Hong Kong), or an appropriate negative statement;
- (h) a declaration made by the nominated candidate in respect of the information required to be disclosed pursuant to Rule 13.51(2)(h) to (w) of the Listing Rules, or an appropriate negative statement to that effect where there is no information to be disclosed pursuant to any of such requirements nor there are any other matters relating to that nominated candidate's standing for election as a director that should be brought to Shareholders' attention; and
- (i) contact details.

Updated on 22 April 2024