

AMASSE CAPITAL
寶 積 資 本

Amasse Capital Holdings Limited
寶 積 資 本 控 股 有 限 公 司

(incorporated in the Cayman Islands with limited liability)

(股份代號：8168)

TERMS OF REFERENCE FOR THE REMUNERATION COMMITTEE

(Adopted by the Company on 26 February 2018)

(Amended by the Company on 13 February 2023)

I. CONSTITUTION

1. The board (the “**Board**”) of directors (the “**Directors**”) of Amasse Capital Holdings Limited (the “**Company**”, together with its subsidiaries, the “**Group**”) has resolved to establish a committee of the Board known as the remuneration committee (the “**Committee**”) on 26 February 2018.

II. MEMBERSHIP

2. The members of the Committee shall be appointed by the Board from amongst the Directors of the Company and shall consist of not less than three members, a majority of whom shall be independent non-executive Directors (the “**INEDs**”).

III. CHAIRMAN

3. The chairman of the Committee shall be appointed by the Board and must be an INED.

IV. ATTENDANCE AT MEETINGS

4. The quorum for meetings of the Committee shall be any two members (at least one of whom should be an INED).

5. The company secretary (the “**Company Secretary**”) of the Company shall be the secretary of the Committee. In the absence of the Company Secretary, his/her duly appointed delegate(s) or any person elected by the members present at the meeting of the Committee, shall attend the meeting of the Committee and take minutes.

V. FREQUENCY AND PROCEEDINGS OF MEETINGS

6. Meetings of the Committee shall be held at least once a year and shall be summoned by the secretary of the Committee at the request of any member thereof. Additional meetings of the Committee may be held as and when required.
7. Members of the Committee may attend meetings of the Committee either in person or through other electronic means of communication or in such other manner as the members may agree.
8. The other Directors, Company Secretary (or his/her duly appointed delegate(s)), human resources officer and relevant senior management and persons(s) invited by a Committee member may attend meetings of the Committee from time to time where the Committee considers their presence necessary or appropriate to assist the Committee to perform its duties.
9. Agenda and accompanying supporting papers shall be sent to all members of the Committee and to other invited attendees as appropriate at least 3 days before the date of the meeting (or such other period as the members may agree).

VI. RESOLUTIONS IN WRITING

10. A resolution in writing signed by all of the members of the Committee shall be as valid and effectual as if it had been passed at a meeting of the Committee. Any such resolution may be contained in a single document or may consist of several documents all in like form each signed by one or more of the members of Committee. Such resolution may be signed and circulated by fax or other electronic communications. This provision is without prejudice to any requirement under the GEM Listing Rules for a Board or Committee meeting to be held.

VII. ANNUAL GENERAL MEETINGS

11. The Chairman (or in his absence, his duly appointed delegate) shall attend the Company's annual general meetings and be prepared to respond to any Shareholders' questions on the Committee's activities.

VIII. AUTHORITY

12. The Committee is authorised by the Board to investigate any matter within its terms of reference and seek any information it requires from any employee or Directors of the Company in order to perform its duties.
13. The Committee is authorised by the Board to obtain, at the Company's expense, any outside independent professional advice and to secure the attendance of outsiders with relevant experience and expertise if it considers this necessary.

IX. DUTIES

14. The duties of the Committee shall be:
 - (a) to make recommendations to the Board on the Company's policy and structure for all Directors' and senior management's remuneration and on the establishment of a formal and transparent procedure for developing remuneration policy;
 - (b) to review and approve the management's remuneration proposals with reference to the Board's corporate goals and objectives;
 - (c) to make recommendations to the Board on the remuneration packages of individual executive Directors and senior management, including benefits in kind, pension rights and compensation payments, and any compensation payable for loss or termination of their office or appointment;
 - (d) to make recommendations to the Board on the remuneration of non-executive Directors (if any);

- (e) to consider salaries paid by comparable companies, time commitment, responsibilities and employment conditions elsewhere in the Group;
 - (f) to review and approve compensation payable to executive Directors and senior management for any loss or termination of office or appointment to ensure that it is consistent with contractual terms and is otherwise fair and not excessive;
 - (g) to review and approve compensation arrangements relating to dismissal or removal of Directors for misconduct to ensure that they are consistent with contractual terms and are otherwise reasonable and appropriate;
 - (h) to ensure that no Director or any of his/her associates is involved in deciding his/her own remuneration;
 - (i) to consult the chairman of the Board and/or the managing director about their remuneration proposals for other executive Directors;
 - (j) to address and deal with such other matters as the Board may from time to time delegate to it; and
 - (k) to review and/or approve matters relating to share schemes under Chapter 23 of the Rules Governing the Listing of Securities on the GEM of The Stock Exchange of Hong Kong Limited.
15. The Committee shall be provided with sufficient resources to perform its duties and shall seek, at the Company's expense, independent professional advice to perform its responsibilities if necessary.
16. All members of the Committee shall have access to the advice and services of the Company Secretary, and separate and independent access to the Company's senior management for obtaining necessary information.

X. REPORTING PROCEDURES

17. Full minutes of the Committee's meetings should be properly kept by a duly appointed secretary of the meeting (who should normally be the Company Secretary or a duly appointed representative). The minutes shall be available for inspection at any reasonable time on reasonable notice by any Director. Minutes of meetings of the Committee should record in sufficient detail the matters considered by the Committee and decisions reached, including any concerns raised by the Directors, members of the Committee or dissenting views expressed. Draft and final versions of minutes of such meetings should be sent to all members of the Committee for their comment and records within a reasonable time after such meetings.

18. Without prejudice to the generality of the duties of the Committee set out herein, the Committee shall report back to the Board and keep the Board fully informed of its decisions and recommendations, unless there are legal or regulatory restrictions on it to do so.

XI. PUBLICATION OF THE TERMS OF REFERENCE

19. The Committee shall make available these terms by publishing them on the websites of the Company and The Stock Exchange of Hong Kong Limited.

(If there is any inconsistency between the English version and the Chinese version, the English version shall prevail.)