



# Q TECHNOLOGY (GROUP) COMPANY LIMITED

## 丘鈦科技(集團)有限公司

*(Incorporated in the Cayman Islands with limited liability)*

(Stock Code: 1478)

(hereafter the “Company”)

### SHAREHOLDERS’ COMMUNICATION POLICY

#### 1. PURPOSE

The Shareholder’s communication policy (the “**Policy**”) is aim to provide shareholders of the Company (the “**Shareholders**”) and investors (including potential investors) with equal and timely access to information about the Company, in order to enable the Shareholders to exercise their rights in an informed manner and to allow them to actively participate in the affairs of the Company, where appropriate, and to facilitate the effective communication between Shareholders and investors and the Company.

#### 2. GENERAL POLICY AND PRINCIPLE

2.1 The board of directors of the Company (the “**Board**”) shall maintain ongoing communication with Shareholders and investors, and shall regularly review the Policy to ensure its effectiveness.

2.2 The Company follows the basic principles of fair and timely communication to and open communication with Shareholders and investors, and discloses information of the Company to Shareholders and investors and communicates with them in accordance with the Rules Governing the Listing of Securities (the “**Listing Rules**”) on The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) and other applicable laws, regulations and rules.

#### 3. CORPORATE COMMUNICATIONS

3.1 Corporate communications refer to any documents issued or to be issued by the Company for reference or action of any holders of its securities, including (but not limited to): (i) annual report (including the directors’ report, annual account together with the auditors’ report and the environmental, social and governance report), interim report and quarterly report, where applicable; and (ii) notice of the general meeting, circular and proxy form, etc. Corporate communications provided to the Shareholders are prepared in plain language in both Chinese and English versions to facilitate the Shareholders’ understanding.

- 3.2 Shareholders have the right to choose the language (either English or Chinese) or means (in printed copy or through electronic means) of receipt of the corporate communications. If a Shareholder choose to receive paper printed copies of corporate communications, the corporate communications shall be sent to the Shareholder by mail. If there are any changes in the address of any Shareholder, he/she may contact the Company's branch share registrar and transfer office in Hong Kong. Shareholders are encouraged to access the Company's corporate communications through the Company's website (<http://www.qtechsmartvision.com>) or the Stock Exchange's website (<https://www.hkexnews.hk>) in lieu of paper printed copies to help protect the environment.

## **4. COMMUNICATION CHANNELS**

### **4.1 Corporate Website**

The Company has set up its website, <http://www.qtechsmartvision.com>. Information disclosed by the Company on the website of the Stock Exchange will also be published on the Company's website immediately. Information on the website is updated on a timely manner to ensure a rapid, fair and transparent disclosure of the Company's information. Shareholders may also obtain the press releases and other information published by the Company from time to time from its website.

### **4.2 Shareholders' and Investors' Enquiries**

- 4.2.1 Shareholders should direct their enquiries in respect of their shares held in the Company (such as share transfer, change of address, replacement of share certificate, etc.) to the Company's branch share registrar and transfer office in Hong Kong. The contact details are as follows:

Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre  
183 Queen's Road East  
Wanchai  
Hong Kong  
Tel: (852) 2862 8555

- 4.2.2 Shareholders and investors who have any query in respect of the Company are most welcome to contact the investor relations department of the Company by email to [Qtech1478@qtechsmartvision.com](mailto:Qtech1478@qtechsmartvision.com) or contact the company secretary by writing to the Company at:

Company Secretary  
Q Technology (Group) Company Limited  
Room 828, 8/F  
Topsail Plaza  
11 On Sum Street, Shatin  
New Territories  
Hong Kong

### **4.3 General Meetings**

- 4.3.1 The Board strives to maintain an ongoing dialogue with the Shareholders and, in particular, to communicate with the Shareholders directly through annual general meetings (the “AGMs”) or other general meetings (including extraordinary general meetings) of the Company. Board members, key senior management (or their appointed proxies) and external auditors will attend the AGMs to receive Shareholders’ opinions and answer their questions.
- 4.3.2 Shareholders are encouraged to participate in general meetings in person or to appoint proxies to attend and vote at the meetings for and on their behalf if they are unable to attend the meetings. The chairman of the general meeting will provide Shareholders with reasonable time to ask questions and express their opinions.
- 4.3.3 Relevant circulars and meeting materials will be sent to Shareholders in advance in accordance with the relevant provisions of the Listing Rules and the articles of association of the Company (the “Articles of Association”). The Articles of Association have been published on the websites of the Company and the Stock Exchange. Poll results of a general meeting will be posted on the websites of the Company and the Stock Exchange as soon as practicable, normally on the same day of the general meeting.

### **4.4 Communications with Investors**

- 4.4.1 The Company welcomes institutional investors for continual discussions and communications on matters of the Company’s development and will organise various activities such as results presentation, roadshow, media interview and investors or analysts meetings at the appropriate time in order to facilitate the communications between the Company and investors.
- 4.4.2 The Company also contacts or communicates with investors, analysts, media or other external related persons through emails and individual contacts.

## **5. SHAREHOLDERS’ PRIVACY**

The Company recognises the importance of protecting the Shareholders’ privacy. The Company will not disclose the Shareholders’ information without their consents, unless otherwise required by relevant laws, regulations and rules.

## **6. SUPPLEMENTARY PROVISIONS**

- 6.1 To ensure that the Policy continues to carry out smoothly and effectively in practice, the Company will review the Policy from time to time to ensure its effectiveness in upholding the high standards of communication with the Shareholders and investors, and reflecting current best practices.
- 6.2 For the matters which are not covered by the Policy or the Policy contradicts the Listing Rules or the Articles of Association as amended from time to time, or other laws, regulations and rules, the provisions of the Listing Rules, the Articles of Association or other applicable laws, regulations and rules shall prevail.
- 6.3 The Board shall be responsible for the interpretation of the Policy.

**Q Technology (Group) Company Limited**

On 6 December 2022