

SMARTAC INTERNATIONAL HOLDINGS LIMITED

環球智能控股有限公司

(“Company”)

(Incorporated in the Cayman Islands with limited liability)

Terms of Reference for Remuneration Committee

Constitution

1. The Board has established a committee known as the Remuneration Committee (“**Committee**”).

Membership

2. The members shall be appointed by the Board from amongst the executive and non-executive directors of the Company and shall consist of not less than three members, a majority of whom should be independent non-executive directors.
3. The Chair of the Committee shall be appointed by the Board and should be an independent non-executive director and in his absence, members present may elect any member to chair a Committee meeting.

Attendance at meetings

4. Only members of the Committee have the right to attend Committee meetings. However, other individuals may be invited to attend for all or part of any meeting, as and when appropriate. The Company Secretary or his delegate or such other person appointed by the Chair shall be the secretary of the Committee (“**Secretary**”). Two members shall form a quorum. A resolution in writing signed by at least a majority of the members of the Committee shall be as valid and effectual as if it had been passed at a meeting of the Committee duly convened and held.

Frequency and procedure of meetings

5. Meetings shall be held at least once a year or as requested by the Board or the Chair of the Committee to consider and review the remuneration policies of the Company and make recommendations to the Board. The members may adopt from time to time the procedure governing the convening of the Committee meetings, the means and procedure for the passing of resolutions of the Committee.

Authority

6. The Committee should consult the Chairman and/or the Chief Executive Officer in making their recommendations relating to the remuneration of the other executive directors.
7. The Committee is authorized by the Board to deal with any activity within its terms of reference. It is authorized by the Board to seek any information it requires from any

employee and all employees are directed to co-operate with any request made by the Committee.

8. The Committee is authorized by the Board to obtain outside legal or other independent professional advice and to secure the attendance of outsiders with relevant experience and expertise if it considers this necessary.
9. The Committee may, from time to time, seek advice from the special personnel consulting groups so as to ensure that the Board remains informed of market trends and practices.

Duties

10. The duties of the Committee shall be:
 - (a) to make recommendations to the Board on the Company's policy and structure of the remuneration of the directors (including non-executive directors) and the Senior Management and on the establishment of a formal and transparent procedure for developing policy on such remuneration;
 - (b) to determine the specific remuneration packages of all executive directors and the Senior Management, including bonuses, share options, benefits in kind, provident/retirement benefits and compensation payments, including any compensation payable for loss or termination of their office or appointment, and make recommendations to the Board of the remuneration of the non-executive directors;
 - (c) to review and approve performance-based remuneration by reference to corporate goals and objectives resolved by the Board from time to time;
 - (d) to review and approve the compensation payable to the executive directors and Senior Management in connection with any loss or termination of their office or appointment to ensure that such compensation is determined in accordance with relevant contractual terms and that such compensation is otherwise fair and not excessive for the Company;
 - (e) to review and approve compensation arrangements relating to dismissal or removal of directors for misconduct to ensure that such arrangements are determined in accordance with relevant contractual terms and that any compensation payment is otherwise reasonable and appropriate;
 - (f) to ensure that no director or any of his associates (as defined in the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the "**Listing Rules**")) is involved in deciding his own remuneration;

- (g) with respect to any service contracts of directors that require the Shareholders' approval under Rule 13.68 of the Listing Rules, to advise the Shareholders as to whether the terms are fair and reasonable, whether such contracts are in the interests of the Company and its Shareholders as a whole, and as to how to vote; and
 - (h) to review and/or approve matters relating to share schemes under Chapter 17 of the Listing Rules.
11. In determining any specific package, the Committee shall take into account factors such as salaries paid by comparable companies, time commitment, responsibilities of directors, employment conditions elsewhere in the Group and whether any part of the remuneration package should be performance-based.

Other Procedures

12. The Chair, in consultation with the Secretary of the Committee, should be primarily responsible for drawing up and approving the agenda for each Committee meeting. The Chair, with the assistance of the Secretary, shall ensure that all members shall have sufficient information in a timely manner to enable effective discussion at a Committee meeting and be briefed on the issues arising at each Committee meeting. The Secretary shall record minutes of all duly constituted meetings of the Committee. All minutes shall record in sufficient detail the matters considered, decisions reached or recommendations made and any concerns raised by any member including dissenting views of any member. The Secretary shall circulate the draft and final versions of the minutes of meetings and reports of the Committee to all members for comments and records within a reasonable time after each meeting. The Chair shall report at the forthcoming Regular Board Meeting any key decisions made and issues discussed.
13. Unless otherwise defined, terms and expressions used herein shall have the same meanings as defined in the Corporate Governance Practice Manual of the Company.
14. The Terms of Reference has been prepared in English. If there is any inconsistency between the English and Chinese version, the English version shall prevail.

Revised on 30 December 2022