



# DONGJIANG ENVIRONMENTAL COMPANY LIMITED\*

## 東江環保股份有限公司

(a joint stock limited company incorporated in the People's Republic of China)

(於中華人民共和國註冊成立之股份有限公司)

(Stock code 股份代號：00895)

23 January 2024

Dear Non-registered Shareholder,

### Arrangement of Electronic Dissemination of Corporate Communications

In accordance with the amendment of the Rules (the "Listing Rules") Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the "Stock Exchange") effective from 31 December 2023, the Company is required to disseminate corporate communications ("Corporate Communications") electronically. No printed copies of Corporate Communications will be mailed out to you except by request. The Company will adopt electronic dissemination of Corporate Communications, which mean any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; and (e) a circular.

Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the website of the Company at [www.dongjiang.com.cn](http://www.dongjiang.com.cn) and the Stock Exchange's website at [www.hkexnews.hk](http://www.hkexnews.hk) in place of printed copies. You are encouraged to proactively check the Company's website and the Stock Exchange's website to keep up with the publication of Corporate Communications.

The Company will send the Actionable Corporate Communications individually in electronic form by email. As a Non-registered Shareholder\*, if you wish to receive Actionable Corporate Communications<sup>#</sup> from the Company pursuant to the Listing Rules, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your Shares are held (collectively, the "Intermediaries") and provide your email address to your Intermediaries.

If the Company does not receive your email address from the Intermediaries or the email address provided is not functional, until such time that the functional email address is provided to the Intermediaries, the Company will send the Actionable Corporate Communications in printed form to your address provided to the Intermediaries.

If you wish to receive the Corporate Communications and/or Actionable Corporate Communications in printed form or, if for any reason, have difficulty in gaining access to the Company's website, please complete and return the Request Form on the reverse side to the Company's H Share registrar (the "H Share Registrar"), Tricor Tengis Limited, at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or send an email to [895-ecom@hk.tricorglobal.com](mailto:895-ecom@hk.tricorglobal.com). The Company will, upon receipt of reasonable request in writing, send future Corporate Communications and/or Actionable Corporate Communications (as the case may be) to you in printed form free of charge.

Should you have any queries relating to any of the above matters, please call the H Share Registrar's telephone hotline at (852) 2980 1333 during business hours from 9:00 a.m. to 6:00 p.m. Monday to Friday, excluding public holidays or send an email to [895-ecom@hk.tricorglobal.com](mailto:895-ecom@hk.tricorglobal.com).

\* "Non-registered Shareholder" refers to (i) such person or company whose listed securities are held in Central Clearing and Settlement System; and (ii) who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communications.

# "Actionable Corporate Communications" (as defined under Rule 1.01 of the Listing Rules) refer to any corporate communications that seek instructions from the Shareholders of the Company on how they wish to exercise their rights or make elections as the Company's Shareholders, including but not limited to (a) election forms in connection with a dividend payment; (b) excess application forms in connection with a rights issue or open offer; (c) application forms for assured entitlement under an open offer; (d) blue application forms for a preferential offering; (e) pink application forms for employee reserved shares; (f) acceptance forms in connection with takeovers, mergers and share buy-backs; and (g) provisional allotment letters in connection with a rights issue.

By order of the Board  
Dongjiang Environmental Company Limited  
Tan Kan  
Chairman

各位非登記股東：

### 以電子方式發布公司通訊之安排

根據自2023年12月31日起生效的香港聯合交易所有限公司(「聯交所」)證券上市規則(「上市規則」)之修訂，本公司將須透過電子方式發送公司通訊(「公司通訊」)。除非閣下提出要求，公司不會再向閣下郵寄公司通訊的印刷本。謹此通知閣下，本公司將自當日起採用以電子方式發布公司通訊之安排，公司通訊指公司為向其任何證券持有人提供資訊或提醒其採取行動而發布或將要發布的任何文件，包括但不限於(a)董事報告、年度賬目以及審計報告副本以及(如適用)財務摘要報告；(b)中期報告及其中期報告摘要(如適用)；(c)會議通知；(d)上市文件；和(e)通函。

請注意，所有未來公司通訊的英文版和中文版將在公司網站[www.dongjiang.com.cn](http://www.dongjiang.com.cn)和聯交所網站[www.hkexnews.hk](http://www.hkexnews.hk)上提供，以代替印刷本。本公司鼓勵閣下主動留意公司網站和聯交所網站，以了解公司通訊的發佈情況。

本公司將透過電子郵件以電子形式單獨發送可供採取行動的公司通訊。作為非登記股東\*，如有意根據上市規則收取可供採取行動的公司通訊\*，閣下應聯絡閣下持有股份的銀行、經紀、託管商、代理人或香港中央結算(代理人)有限公司(統稱「中介公司」)，並向閣下的中介公司提供閣下的電子郵件地址。

如果公司沒有從中介公司收到閣下的電子郵件地址或所提供的電子郵件地址無效，直至中介公司收到閣下有效的電子郵件地址前，本公司將以印刷本形式向閣下向中介公司提供的地址發送可供採取行動的公司通訊。

若閣下希望收取公司通訊及/或可供採取行動的公司通訊之印刷版，或因任何原因而難以進入本公司網站，請填妥函背頁之申請表格並交回公司的H股股份登記處(「H股股份登記處」)卓佳登時捷有限公司，地址為香港夏愨道16號遠東金融中心17樓或發送電子郵件至[895-ecom@hk.tricorglobal.com](mailto:895-ecom@hk.tricorglobal.com)。本公司將於收到合理書面要求後，免費向閣下發送日後的公司通訊及/或可供採取行動的公司通訊(視情況而定)的印刷本。

如閣下對本函內容有任何疑問，請致電本公司H股股份登記處電話熱線(852) 2980 1333，辦公時間為星期一至五(公眾假期除外)上午9時正至下午6時正，或電郵至[895-ecom@hk.tricorglobal.com](mailto:895-ecom@hk.tricorglobal.com)。

\* 「非登記股東」指(I)其上市證券由中央結算及交收系統持有的人士或公司；及(II)已不時透過香港中央結算有限公司通知本公司該人士或公司有意收取公司通訊。

# 「可供採取行動的公司通訊」(定義見上市規則第1.01條)指就本公司股東希望如何行使其作為本公司股東的權利或作出選擇而向本公司股東尋求指示的任何公司通訊，其中包括但不限於(a)有關派付股息之選擇表格(例如選擇以股代息或現金股息、貨幣)；(b)有關供股或公開招股的額外申請表格；(c)有關公開招股既定配額的申請表格；(d)有關優先發售的藍色申請表格；(e)有關僱員預留股份的粉紅色申請表格；(f)有關收購、合併及股份回購的接納表格(包括一般要約中的接受表格和部分要約中的接受和批准表格)；和(g)有關供股的暫定配額通知書。

承董事會命  
東江環保股份有限公司  
董事長  
譚侃

2024年1月23日

Non-registered Shareholder's information (English name and Address):  
非登記股東資料(英文姓名及地址):

## REQUEST FORM 申請表格

To: **Dongjiang Environmental Company Limited**  
(Stock Code: 00895) (the "Company")  
c/o Tricor Tengis Limited  
17/F, Far East Finance Centre  
16 Harcourt Road, Hong Kong

致: **東江環保股份有限公司**  
(股份代號: 00895) (「本公司」)  
經卓佳登時捷有限公司  
香港夏愨道16號  
遠東金融中心17樓

### REMINDER 提示

The Company will send the Actionable Corporate Communications<sup>(1)</sup> individually in electronic form by email. As a Non-registered Shareholder, if you wish to receive Actionable Corporate Communications pursuant to the Listing Rules, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares are held (collectively, the "Intermediaries") and provide your email address to your Intermediaries.

本公司將透過電子郵件以電子形式單獨發送可供採取行動的公司通訊。作為非登記股東<sup>(1)</sup>，如有意根據《上市規則》收取可供採取行動的公司通訊，閣下應聯絡閣下持有股份的銀行、經紀、託管商、代理人或香港中央結算(代理人)有限公司(統稱「中介公司」)，並向閣下的中介公司提供閣下的電子郵件地址。

I/We would like to receive the current and future Corporate Communications<sup>(2)</sup> and Actionable Corporate Communications in printed copy of the Company.

本人/吾等要求索取本公司本次及今後刊發之公司通訊<sup>(2)</sup>及可供採取行動的公司通訊之印刷本。

Signature:

簽署:

Date:

日期:

Name:

姓名:

Contact Phone Number:

聯絡電話:

(English 英文)

(in block letters 請以正楷填寫)

Postal Address:

郵寄地址:

Notes 附註:

- "Actionable Corporate Communications" (as defined under Rule 1.01 of the Listing Rules) refer to any corporate communications that seek instructions from the Shareholders of the Company on how they wish to exercise their rights or make elections as the Company's Shareholders, including but not limited to (a) election forms in connection with a dividend payment; (b) excess application forms in connection with a rights issue or open offer; (c) application forms for assured entitlement under an open offer; (d) blue application forms for a preferential offering; (e) pink application forms for employee reserved shares; (f) acceptance forms in connection with takeovers, mergers and share buy-backs; and (g) provisional allotment letters in connection with a rights issue.  
[可供採取行動的公司通訊] (定義見上市規則第1.01條)指就本公司股東希望如何行使其作為本公司股東的權利或作出選擇而向本公司股東尋求指示的任何公司通訊，其中包括但不限於(a)有關派付股息的選擇表格；(b)有關供股或公開招股之額外申請表格；(c)有關公開招股既定配額之申請表格；(d)有關優先發售之藍色申請表格；(e)有關僱員預留股份之粉紅色申請表格；(f)有關收購、合併及股份回購之接納表格；和(g)有關供股之暫定配額通知書。
- "Corporate Communications" (as defined under Rule 1.01 of the Listing Rules) refer to any document issued or to be issued by the Company for the information or action of holders of any of the Company's securities, including but not limited to: (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; and (e) a circular.  
[公司通訊] (定義見上市規則第1.01條)指由本公司發出或將予發出以供本公司任何證券的持有人參照或採取行動的任何文件，其中包括但不限於：(a)董事會報告、年度賬目連同核數師報告及財務摘要報告(如適用)；(b)中期報告及中期摘要報告(如適用)；(c)會議通告；(d)上市文件；及(e)通函。
- This Request Form is applicable to Non-registered holder(s), which are (i) such person or company whose listed securities are held in Central Clearing and Settlement System; and (ii) who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communications.  
本申請表格適用於非登記持有人，即(I)其上市證券由中央結算及交收系統持有的人士或公司；及(II)已不時透過香港中央結算有限公司通知本公司該人士或公司有意收取公司通訊。
- By completing and returning this Request Form to request for the printed copy of the Current Corporate Communications, you have expressly indicated that you prefer to receive all future Corporate Communications and Actionable Corporate Communications of the Company in printed copy.  
當閣下填寫及寄回此申請表格以索取刊發之本公司通訊印刷本後，即表示閣下確認擬收取本公司日後刊發的所有公司通訊及可供採取行動的公司通訊之印刷本。

### PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

"Personal Data" in this statement has the same meaning as "personal data" defined in the Personal Data (Privacy) Ordinance, Cap. 486 (the "PDPO"), which may include but not limited to your name, contact telephone number, email address and mailing address.

Your supply of Personal Data is on a voluntary basis for the purpose of receiving Corporate Communications in the manner chosen. Your Personal Data will be retained for such period as may be necessary for our verification and record purposes.

You have the right to request access to and/or to correct the respective Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of the Personal Data should be in writing by either of the following means:

本聲明中所指的「個人資料」具有香港法例第486章《個人資料(私隱)條例》(「《私隱條例》」)中「個人資料」的涵義，包括但不限於，閣下的名稱、聯絡電話號碼、電子郵箱地址和郵寄地址。

閣下是自願向本公司提供閣下個人資料，以便以閣下所選之方式接收企業通訊。閣下的個人資料將在適當期間保留作核實及記錄用途。

閣下有權根據《私隱條例》的條文要求查閱及/或修改閣下的個人資料。任何該等要求均須以書面方式提出。

By mail to: **Data Privacy Officer**  
**Tricor Tengis Limited**  
17/F, Far East Finance Centre  
16 Harcourt Road, Hong Kong

經郵寄: 個人資料私隱主任  
卓佳登時捷有限公司  
香港夏愨道16號  
遠東金融中心17樓

By email to: **is-enquiries@hk.tricorglobal.com**

經電郵: **is-enquiries@hk.tricorglobal.com**



Please cut the mailing label and stick it on an envelope  
to return this Request Form to us.

No postage is necessary if posted in Hong Kong.

當閣下寄回本申請表格時，請將郵寄標籤剪貼於信封上。  
如在本港投寄，閣下無需支付郵費或貼上郵票。

Mailing Label 郵寄標籤

**Tricor Tengis Limited**  
卓佳登時捷有限公司  
Freepost No. 簡便回郵號碼: 10 GPO  
Hong Kong 香港  
Dongjiang (895)