



中国石化
SINOPEC

中國石油化工股份有限公司
CHINA PETROLEUM & CHEMICAL CORPORATION

(在中華人民共和國註冊成立的股份有限公司)
(a joint stock limited company incorporated in the People's Republic of China with limited liability)
(股份代碼：00386)
(Stock Code: 00386)

31 January 2024

Dear registered shareholder(s),

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to the amended Rule 2.07 of the Rules Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”) under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, China Petroleum & Chemical Corporation (the “**Company**”) is writing to inform you that the Company has adopted electronic dissemination of corporate communications (the “**Corporate Communications**”), which mean any documents issued or to be issued by the Company, 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; (e) a circular; and (f) a proxy form.

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.sinopec.com and the HKExnews website at www.hkexnews.hk in place of printed copies. Unless the Company receives expressed written instructions from you, with effect from the date of this letter, the Company will not despatch to you any printed copy of the Corporate Communications, or any notification letter in relation to the publication of such Corporate Communications.

Solicitation of electronic contact details

Pursuant to Rule 2.07A of the Listing Rules, the Company shall despatch to you by electronic means or by post the Actionable Corporate Communications^(Note). To ensure timely receipt of future Actionable Corporate Communications, the Company recommends you to provide your email address by scanning your personalized QR code printed on the enclosed reply form (the “**Reply Form**”). Alternatively, you may sign and return the Reply Form to the Company’s H share registrar (the “**H Share Registrar**”), Hong Kong Registrars Limited, at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong. **If the Company does not receive a functional email address in your reply, until such time that the functional email address is provided to the H Share Registrar, the Company will send the Actionable Corporate Communications^(Note) in printed form in the future.**

If you want to receive the Corporate Communications and/or Actionable Corporate Communications in printed form, please complete and return the enclosed Reply Form to the H Share Registrar or send an email to sinopec.ecom@computershare.com.hk specifying your name, address and request to receive the Corporate Communications and/or Actionable Corporate Communications in printed form. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter, unless it is revoked or superseded before its expiry.

Should you have any queries in relation to this letter, please call the service hotline at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding public holidays.

By order of the Board
China Petroleum & Chemical Corporation
Huang Wensheng
Vice President and Secretary to the Board of Directors

Note: Pursuant to Rule 1.01 of the Listing Rules, an “Actionable Corporate Communication” is any corporate communication that seeks instructions from issuer’s securities holders on how they wish to exercise their rights or make an election as the issuer’s securities holder.

