

XINCHEN CHINA POWER HOLDINGS LIMITED

新晨中國動力控股有限公司

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立的有限公司)

(Stock Code 股份代號: 1148)

24 April 2024

Dear registered shareholder(s),

Xinchen China Power Holdings Limited (the "Company")

- Notice of publication of 2023 Annual Report, Circular dated 24 April 2024 and Proxy Form (the "Current Corporate Communications")

The Current Corporate Communications of the Company have been published in English and Chinese languages and are available on the website of the Company at www.xinchenpower.com (the "Company's website") and the HKEXnews website at www.hkexnews.hk (the "HKEXnews website").

For the shareholders who have selected to receive the Company's Corporate Communications^(Note 1) (the "Corporate Communications") in printed form, enclosed are the Current Corporate Communications of your choice. If you have any difficulty in receiving or gaining access to the Current Corporate Communications posted on the Company's website for any reason, the Company will promptly upon your notice send the printed form of the Current Corporate Communications to you free of charge; please write to the Company's Hong Kong branch share registrar (the "Share Registrar"), Computershare Hong Kong Investor Services Limited at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email to xinchenpower.ecom@computershare.com.hk.

You are entitled to change the means of receipt of the future Corporate Communications by completing the reply form (the "Reply Form") on the reverse side and return it by hand or by post, using the mailing label at the bottom of the Reply Form to the Share Registrar (no postage stamp is necessary if posted in Hong Kong; otherwise please affix an appropriate stamp); or you may also send a scanned copy of the Reply Form duly completed and signed to the Share Registrar via email to xinchenpower.ecom@computershare.com.hk.

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, the Company is writing to inform you that the Company has adopted electronic dissemination of corporate communications.

Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the Company's website and the HKEXnews website in place of printed copies.

Solicitation of electronic contact details

To ensure timely receipt of the latest Corporate Communications, the Company recommends you to provide your email address by scanning your personalized QR code printed on the Reply Form. Alternatively, you may sign and return the Reply Form to the Share Registrar.

If the Company receive a non-functional email address in your reply, until such time that a functional email address is provided to the Share Registrar, you will (i) be unable to receive any notifications regarding the publication of Corporate Communications; (ii) need to proactively check the Company's website and the HKEXnews website to keep up with the publication of Corporate Communications; and (iii) receive the Actionable Corporate Communications^(Note 2) in printed form in the future.

If you want to change the means of receipt of the Corporate Communications or receive Corporate Communications in printed form, please complete and return the Reply Form to the Share Registrar or send an email to xinchenpower.ecom@computershare.com.hk specifying your name, address and request to receive 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.

Should you have any queries relating to this letter, please contact the Share Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Mondays to Fridays, excluding Hong Kong public holidays.

By order of the board of directors
Xinchen China Power Holdings Limited
Wu Xiao An
(also known as Ng Siu On)
Chairman

Note (1): Corporate Communications include but are not limited to the Company's (a) annual reports and, where applicable, summary financial reports; (b) interim reports, and where applicable, summary interim reports; (c) notices of meeting; (d) listing documents; (e) circulars; and (f) proxy forms.

Note (2): Actionable Corporate Communications are any corporate communication that seeks instructions from the Company's securities holders on how they wish to exercise their rights or make an election as the the Company's securities holder.

各位登記股東：

新晨中國動力控股有限公司（「本公司」）

-2023 年年報、日期為二零二四年四月二十四日之通函及代表委任表格（「本次公司通訊」）之發布通知

本公司的本次公司通訊備有中、英文版本，並已上載於本公司網站 www.xinchenpower.com（「本公司網站」）及披露易網站 www.hkexnews.hk（「披露易網站」），歡迎瀏覽。

若閣下已選擇收取本公司的公司通訊^(附註1)（「公司通訊」）之印刷版，則隨函附奉閣下所選擇之本次公司通訊印刷本。閣下若因任何理由以致在收取或接收載於本公司網站上的本次公司通訊出現困難，本公司將於接到閣下通知後，盡快向閣下免費發送有關本次公司通訊的印刷本；閣下可以書面方式通知本公司的香港股份過戶登記分處（「股份過戶處」）香港中央證券登記有限公司，地址為香港灣仔皇后大道東 183 號合和中心 17M 樓，或電郵至 xinchenpower.ecom@computershare.com.hk。

閣下有權要求更改所選擇收取日後公司通訊的收取方式，請填妥本函背頁之回條（「回條」），然後以專人交付或使用回條底部隨附的郵寄標籤將回條寄回股份過戶處（如在香港投寄，毋須貼上郵票；否則，請貼上適當的郵票）；閣下亦可把已填妥及簽署回條的掃描副本以電郵方式發送至 xinchenpower.ecom@computershare.com.hk。

以電子方式發布公司通訊之安排

根據自 2023 年 12 月 31 日起生效的擴大無紙化上市機制及以電子方式發布公司通訊規定下香港聯合交易所有限公司證券上市規則第 2.07 條，本公司謹此通知閣下，本公司已採用以電子方式發布公司通訊之安排。

請注意，所有日後公司通訊的英文版和中文版將以電子方式在本公司網站和披露易網站上提供，以代替印刷本。

徵集電子聯絡資料

為確保及時收到最新的公司通訊，本公司建議閣下透過掃描回條上列印的閣下專屬二維碼來提供閣下的電子郵件地址。或者，閣下也可以簽署回條並交回股份過戶處。

如果本公司收到閣下的電子郵件地址為無效，直至股份過戶處收到閣下有效的電子郵件地址前，閣下將(i)無法收到任何有關發布公司通訊的通知；(ii)需要主動查看本公司網站和披露易網站以留意公司通訊的發布；及(iii)將以印刷本形式收取公司日後可供採取行動的公司通訊^(附註2)。

若閣下希望更改所選擇收取公司通訊的收取方式或收取公司通訊之印刷本，請填妥回條並交予股份過戶處或發送電子郵件至 xinchenpower.ecom@computershare.com.hk，並註明閣下的姓名、地址以及收取公司通訊印刷本的要求。請注意，收取日後公司通訊印刷本之指示由收悉閣下指示當日起計一年內有效，此後將過期。

如閣下對本函有任何疑問，請於辦公時間星期一至五（香港公眾假期除外）上午 9 時正至下午 6 時正（香港時間）期間致電股份過戶處(852) 2862 8688 查詢。

承董事會命
新晨中國動力控股有限公司
主席
吳小安

二零二四年四月二十四日

附註1：公司通訊包括但不限於本公司的 (a) 年度報告及(如適用)財務摘要報告；(b) 中期報告及(如適用)中期摘要報告；(c) 會議通告；(d) 上市文件；(e) 通函；及 (f) 委任代表表格。
附註2：可供採取行動的公司通訊指任何涉及及要求本公司的證券持有人指示其擬如何行使其有關證券持有人的權利或作出選擇的公司通訊。

