



CNOOC Limited (中國海洋石油有限公司)

(Incorporated in Hong Kong with limited liability under the Companies Ordinance)

(根據公司條例在香港註冊成立的有限責任公司)

Stock Codes: 00883 (HKD Counter) and 80883 (RMB Counter)

股票代號: 00883 (港幣櫃台) 及 80883 (人民幣櫃台)

NOTIFICATION LETTER 通知信函

14 May 2024

Dear non-registered holder(s) of the Hong Kong Shares (as defined below),

CNOOC Limited (the "Company")

- Notice of Publication of the 2023 Annual General Meeting Explanatory Statement and Proposed Amendments to the Articles of Association, and Notice of Annual General Meeting ("Current Corporate Communications")

The 2023 annual general meeting of the Company will be convened on 7 June 2024 at 2:00 p.m. at JW Marriott Hotel Hong Kong, Pacific Place, 88 Queensway, Hong Kong. The English and Chinese versions of the Current Corporate Communications are available on the Company's website at www.cnoocld.com and the HKExnews website at www.hkexnews.hk. You may access the Current Corporate Communications by selecting the relevant document title under "Announcement" after clicking "Investor Relations" on the home page of our website or browsing through the HKEXnews website.

As a non-registered holder of the shares of the Company listed on The Stock Exchange of Hong Kong Limited (the "Hong Kong Shares"), if you wish to receive the Current Corporate Communications through electronic means, 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 consent and email address to your Intermediaries.

If you want to receive a printed version of the Current Corporate Communications, please complete the Request Form on the reverse side and return it to the Company c/o Hong Kong Registrars Limited (the "Hong Kong Share Registrar") by using the mailing label at the bottom of the Request Form (no need to affix a stamp if posted in Hong Kong; otherwise, please affix an appropriate stamp). The address of the Hong Kong Share Registrar is 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong. The Request Form may also be downloaded from the Company's website at www.cnoocld.com or the HKExnews's website at www.hkexnews.hk.

Should you have any queries relating to any of the above matters, please call the Hong Kong Share Registrar's telephone hotline at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. Monday to Friday, excluding public holidays or send an email to Cnooc.ecom@computershare.com.hk.

Yours faithfully,
By order of the Board
CNOOC Limited
Xu Yugao
Joint Company Secretary

各位香港股份（定義如下）非登記持有人：

中國海洋石油有限公司（「本公司」）

- 2023年度股東周年大會說明函件及建議修訂組織章程細則及股東周年大會通告（「本次公司通訊文件」）之發佈通知

本公司之2023年度股東周年大會將於二零二四年六月七日下午二時於香港金鐘道八十八號太古廣場香港 JW 萬豪酒店舉行。本公司的本次公司通訊文件的中、英文版本已上載於本公司網站(www.cnoocld.com)及香港聯合交易所有限公司披露易網站(www.hkexnews.hk)，閣下可在本公司網站主頁「投資者關係」一項中查找「公告」，並在其中選擇相關的文件名稱或在香港聯合交易所有限公司披露易網站瀏覽有關文件。

作為本公司在香港聯合交易所有限公司上市的股份（「香港股份」）非登記持有人，如有意以電子方式收取本次公司通訊文件，閣下應聯絡代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同意及電郵地址。

如閣下欲收取本次公司通訊文件之印刷本，請填妥在本函背面的申請表格，並使用隨附之郵寄標籤寄回本公司經香港證券登記有限公司（「香港證券登記處」）（如在香港投寄，毋須貼上郵票；否則，請貼上適當的郵票）。香港證券登記處地址為香港灣仔皇后大道東183號合和中心17M樓。申請表格亦可於本公司網站(www.cnoocld.com)或香港交易所披露易網站(www.hkexnews.hk)內下載。

如對以上內容有任何疑問，請致電香港證券登記處電話熱線(852)2862 8688，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 Cnooc.ecom@computershare.com.hk。

承董事會命
中國海洋石油有限公司
聯席公司秘書
徐玉高
謹啟

2024年5月14日

CNOH-14052024-1(21)

Request Form 申請表格

To: **Hong Kong Registrars Limited (the “Share Registrar”)**
17M Floor, Hopewell Centre, 183 Queen’s Road East,
Wanchai, Hong Kong

致: **香港證券登記有限公司（「股份過戶處」）**
香港灣仔皇后大道東 183 號
合和中心 17M 樓

REMINDER 提示

As a non-registered holder of the shares of CNOOC Limited (the “Company”) listed on The Stock Exchange of Hong Kong Limited (the “Hong Kong Shares”), if you wish to receive the 2023 Annual General Meeting Explanatory Statement and Proposed Amendments to the Articles of Association and Notice of Annual General Meeting (the “Current Corporate Communications”) through electronic means, 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.

作為中國海洋石油有限公司（「本公司」）在香港聯合交易所有限公司上市之股份（「香港股份」）之非登記持有人，如有意以電子方式收取本公司 2023 年度股東周年大會說明函件及建議修訂組織章程細則及股東周年大會通告（「本次公司通訊文件」），閣下應聯絡閣下持有股份之銀行、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 Corporate Communications of the Company in the manner as indicated below:

本人 / 我們希望以下列方式收取 貴公司之本次公司通訊文件：

(Please mark **ONLY ONE (X)** of the following boxes)

(請從下列選擇中，僅在其中一個空格內劃上「X」號)

to receive the **printed English version** of all the Current Corporate Communications **ONLY; OR**

僅收取本次公司通訊文件之**英文印刷本**；或

to receive the **printed Chinese version** of all the Current Corporate Communications **ONLY; OR**

僅收取本次公司通訊文件之**中文印刷本**；或

to receive both **printed English and Chinese versions** of all the Current Corporate Communications.

同時收取本次公司通訊文件之**英文及中文印刷本**。

Contact telephone number

聯絡電話號碼

Signature(s)

簽名

Notes 附註：

- Please complete all your details clearly.
請 閣下清楚填妥所有資料。
- This letter is addressed to non-registered holders of the Hong Kong Shares (“Non-registered holder” means such person or company whose shares are held in The Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited to receive the Current Corporate Communications).
此函件乃向本公司之非登記持有人（“非登記持有人”指股份存放於中央結算及交收系統的人士或公司，透過香港中央結算有限公司不時向本公司發出通知，希望收到本次公司通訊）發出。
- Any form with more than one box marked(X), with no box marked(X), with no signature or otherwise incorrectly completed will be void.
如在本表格作出超過一項選擇、或未有作出選擇、或未有簽署、或在其他方面填寫不正確，則本表格將會作廢。
- For the avoidance of doubt, we do not accept any other instruction given on this Request Form.
為免存疑，任何在本申請表格上的額外指示，本公司將不予處理。

PERSONAL INFORMATION COLLECTION STATEMENT

收集個人資料聲明

- (i) “Personal Data” in this statement has the same meaning as “personal data” in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong (“PDPO”).
本聲明中所指的「個人資料」與香港法例第 486 章《個人資料（私隱）條例》（「私隱條例」）中「個人資料」的涵義相同。
- (ii) Your Personal Data provided in this Reply Form will be used in connection with the Company’s electronic dissemination of the Current Corporate Communications. Your supply of Personal Data to the Company is on a voluntary basis. In case of a failure to provide sufficient information, the Company may not be able to process your instructions and/or requests as stated in this Reply Form.
閣下於本回條所提供的個人資料將用於有關公司以電子方式發布本次公司通訊文件的事宜上。閣下是自願向本公司提供個人資料。若閣下未能提供足夠資料，本公司可能無法處理閣下在本回條上所述的指示及/或要求。
- (iii) Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the Share Registrar, and/or other companies or bodies for any of the stated purposes, or when it is required to do so by law and will be retained for such period as may be necessary for our verification and record purposes.
本公司可就任何所說明的用途或在法例規定的情況下，將閣下的個人資料披露或轉移給公司的附屬公司、股份過戶處、及/或其他公司或團體，並將在適當期間保留該等個人資料作核實及紀錄用途。
- (iv) You have the right to request access to and/or correction of your Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of your Personal Data should be in writing, by mail to the Hong Kong Privacy Officer of the Share Registrar at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong or by email at PrivacyOfficer@computershare.com.hk.
閣下有權根據《私隱條例》的條文查閱及/或修改閣下的個人資料。任何該等查閱及/或修改個人資料的要求均須以書面方式郵寄至股份過戶處香港隱私主任（地址為香港灣仔皇后大道東 183 號合和中心 17M 樓），或發送電郵至 PrivacyOfficer@computershare.com.hk。

Mailing Label 郵寄標籤

Computershare Hong Kong Investor Services Limited

香港中央證券登記有限公司

Freepost No. 簡便回郵號碼：37
Hong Kong 香港

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。

Get in touch with us 與我們聯繫

Send us an enquiry 查詢
Rate our service 評價
Lodge a complaint 投訴



Contact Us 聯繫我們

www.computershare.com/hk/contact