Rules of Procedure for the General Meetings

of

China Petroleum & Chemical Corporation

Revised at the Second Extraordinary General Meeting
for the Year 2025 on 18 December 2025

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CHAPTER 1 GENERAL PROVISIONS

Article 1 In order to safeguard the legitimate interests of China Petroleum & Chemical Corporation (the "Company") and its shareholders, to ensure the proper and efficient operation of the general meeting and to ensure the general meeting exercises its functions and powers according to law, these Rules are formulated according to the "Company Law of the People's Republic of China", the "Securities Law of the People's Republic of China", "Guidelines for the Articles of Association of Listed Companies", "Standards for the Governance of Listed Companies" and "Regulations Regarding General Meetings of Listed Companies" and other relevant laws, regulations and normative documents, and the securities regulatory rules of the places where the Company's shares are listed (the "Relevant Regulatory Rules"), and the Articles of Association of China Petroleum & Chemical Corporation (the "Articles of Association").

Article 2 These Rules apply to the general meetings of the Company and shall be binding on the Company, all shareholders (including proxies of the shareholders), directors, senior management and other relevant personnel present at the general meeting.

Article 3 The Company shall strictly comply with the provisions of the Relevant Regulatory Rules, the Articles of Association and these Rules to hold general meetings, and shall ensure shareholders can exercise their rights in accordance with laws.

The board of directors of the Company shall duly perform its duties and properly organize the general meeting in a conscientious manner and on schedule. All directors of the Company shall perform their duties with due diligence to ensure the due holding of the general meetings and its functions and powers are lawfully exercised.

Article 4 Any shareholder who holds the shares of the Company legally and validly are entitled to attend or appoint a proxy to attend the general meeting, and shall have the right to know, to speak, to raise questions and to vote.

Shareholders and their proxies attending the general meeting shall comply with the provisions of the Relevant Regulatory Rules, Articles of Association and these Rules, and shall take the initiative to maintain the order of the meeting and shall not infringe the legitimate rights and interests of other shareholders.

Article 5 The venue for holding of the general meeting shall be: the city where the Company's registered address is or any other venue designated by the board of directors. A meeting venue shall be set for the general meeting and the general meeting shall be held in the form of on-site meeting. The Company shall also adopt safe, cost-efficient, and convenient online voting methods and other methods to facilitate shareholders in accordance with the Relevant Regulatory Rules. The Company shall clearly state the voting time and procedures in the general meeting notice, if online voting or other method is adopted as voting method by the Company to facilitate the shareholders. The shareholders who attend the meeting by the aforesaid methods shall be deemed as attending the general meeting.

In addition to setting up a meeting venue and holding an on-site meeting, the Company can also hold the general meeting by electronic communication.

After the notice of the general meeting is issued, the venue for the on-site general meeting shall not be changed without reasonable cause. If a change is necessary, the convener of the meeting shall make an announcement and state the reasons at least 2 working days before the date of the on-site meeting.

Article 6 When holding the general meeting, the Company shall retain legal advisors to issue legal opinions on the following matters, and make an announcement:

(1) whether the procedures for convening and holding the meeting comply with the relevant laws, administrative regulations, the Articles of Association and these Rules;

(2) whether the eligibility of the participants and convener of the meeting is legal and valid;

(3) whether the voting procedures and results of the meeting are legal and valid;

(4) the legal opinion on any other matters requested by the Company.

CHAPTER 2 PROCEDURES FOR HOLDING THE GENERAL MEETING

Section 1 Convening of the General Meeting

Article 7 The board of directors shall timely convene the general meeting within the prescribed period.

Article 8 Subject to the approval of a special meeting of independent directors, the independent directors shall have the right to propose to the board of directors to hold an extraordinary general meeting and shall be responsible for putting forward the proposals to the general meeting. With regard to the aforesaid proposal, the board of directors shall, in accordance with the provisions in laws, administrative rules, the Articles of Association and these Rules, respond in writing on agreeing or disagreeing to hold the extraordinary general meeting within 10 days from receiving the proposal. Where the board of directors agree to hold the extraordinary general meeting, it shall issue the notice of the general meeting within 5 days after the resolution passed by the board of directors; where the board of directors disagree to hold the extraordinary general meeting, it shall make an announcement with the reasons stated.

Article 9 The audit committee has the right to propose in writing to hold the extraordinary general meeting to the board of directors, and shall be responsible for putting forward the proposals to the general meeting. The board of directors shall, subject to the laws, administrative rules, the Articles of Association and these Rules, respond in writing on agreeing or disagreeing to hold the extraordinary general meeting within 10 days from receiving the proposal.

Where the board of directors agree to hold the extraordinary general meeting, it shall issue the notice of the extraordinary general meeting within 5 days after the resolution passed by the board of directors. If there is any change made to the original proposal in the notice of the meeting, the consent of the audit committee must be obtained.

Where the board of directors disagree to hold the extraordinary general meeting, or fails to respond within 10 days from receiving the proposal, the board of directors shall be deemed to be unable or fail to perform its duties to convene the general meeting, and the audit committee can convene and chair the meeting by itself.

Article 10 Where the Shareholders individually or jointly holding 10% or more of the shares of the Company propose to hold the extraordinary general meeting to the board of directors, shall propose in writing to the board of directors, and shall be responsible for putting forward the proposals to the general meeting. The board of directors shall, in accordance with the provisions in laws, administrative rules, the Articles of Association and these Rules, respond in writing on agreeing or disagreeing to hold the extraordinary general meeting within 10 days from receiving the proposal.

Where the board of directors agree to hold the extraordinary general meeting, it shall issue the notice of the extraordinary general meeting within 5 days after the resolution passed by the board of directors. If there is any change made to the original proposal in the notice of the meeting, the consent of the relevant shareholders must be obtained.

Where the board of directors disagree to hold the extraordinary general meeting, or fails to respond within 10 days from receiving the proposal, such shareholders as individually or jointly holding 10% or more of the shares of the Company have the right to propose in writing to hold the extraordinary general meeting to the audit committee.

Where the audit committee agree to hold the extraordinary general meeting, it shall issue the notice of the extraordinary general meeting within 5 days from receiving the proposal. If there is any change made to the original proposal in the notice of the meeting, the consent of the relevant shareholders must be obtained.

Where the audit committee fails to issue the notice of extraordinary general meeting within the required time limit, the audit committee shall be deemed as not convening and chairing the general meeting, the shareholders as individually or jointly hold 10% or more of the shares of the Company for consecutive 90 days have the right to convene and chair the meeting by themselves.

Article 11 Where the audit committee or shareholders decide to convene the general meeting by themselves, they shall notify the board of directors in writing and file to the Shanghai Stock Exchange.

At the time of the issue of general meeting's notice and poll results announcement, the audit committee or the convening shareholder(s) shall submit relevant supporting documents to the Shanghai Stock Exchange as required.

Before the issue of the poll results announcement, the shareholding percentage of the convening shareholders shall not be less than 10% of the shares of the Company.

Article 12 With respect to the general meeting convened by the audit committee or the shareholders, the board of directors and the secretary to the board shall coordinate. The board of directors will provide the register of members as at the share registration date.

Article 13 Where the general meeting is convened by the audit committee or shareholders, the necessary cost of the meeting shall be borne by the Company.

Section 2 Proposal at the General Meeting

Article 14 The contents of the proposal shall fall within the functions and powers of the general meeting, and shall contain clear subjects for discussion and specific matters to be resolved and shall comply with relevant provisions of laws, administrative rules, the Articles of Association and these Rules.

The board of directors, the audit committee and shareholders individually or jointly holding 1% or more of the total voting shares of the Company have the right to submit the proposal to the Company.

Article 15 Shareholders individually or jointly holding 1% or more of the total voting shares of the Company can put forward an additional proposal by written proposals to convener 10 days before the holding of the general meeting. The convener shall publish the supplemental notice to announce the additional proposal within 2 days upon receiving the proposal. Where the securities regulatory rules of the places where the Company's shares are listed have stricter provisions, such provisions shall prevail.

Additional proposals shall be within the functions and powers of the general meeting and shall not violate the provisions of the Relevant Regulatory Rules or the Articles of Association.

Apart from as stipulated by the preceding paragraph, after the convener of the meeting publishing the notice of the general meeting, the listed proposal or the newly added proposal included in the notice of the general meeting shall not be changed.

Section 3 Notice of the General Meeting

Article 16 The notice of a general meeting shall be issued by the convener of the meeting.

Article 17 When holding the general meeting by the Company, the convener of the meeting shall issue the notice 20 days prior to the annual general meeting (excluding the date of such meeting) and 15 days prior to the extraordinary general meeting (excluding the date of such meeting), informing shareholders of the time, venue and matters to be considered at the meeting. The issue time of the notice shall also comply with the relevant requirements of The Stock Exchange of Hong Kong Limited regarding the closure of register of members.

Article 18 The notice of A or H shareholders meetings shall be delivered only to the shareholders who are entitled to vote at such general meetings.

A or H shareholders meetings shall be conducted in a manner which is as similar as possible to that of general meetings. The provisions of the Articles of Association and these Rules relating to the procedures for holding the general meetings are applicable to A or H shareholders meetings.

Article 19 The notice of a general meeting shall include the following information:

(1) the venue, date, time and duration of the meeting;

(2) matters and resolutions to be considered at the meeting;

(3) necessary information or explanation to enable the shareholders to make an informed decision on the matters to be considered;

(4) a clear statement that all shareholders entitled to attend and vote at such meeting are entitled to appoint their proxies in writing to attend and vote at such meeting and that such proxies need not be shareholders of the Company;

(5) the share registration date to decide the eligibility for the shareholder to attend the general meeting;

(6) the time and place for lodging proxy forms for the meeting;

(7) names and telephone numbers of the contacts for the meeting;

(8) voting time and voting procedures for online voting or other means.

Article 20 Where the election of directors is to be proposed at the general meeting, the notice of the general meeting shall contain the detailed information about the director candidates, including but not limited to the following:

(1) personal information such as education background, working experience and concurrent positions;

(2) whether he/she has any relationship with the Company and its controlling shareholder, the de facto controller, directors, senior management, and shareholder holding 5% or more of the shares;

(3) whether there is any circumstance under which he/she shall not be nominated as a director of a listed company according to the requirements of the Relevant Regulatory Rules;

(4) the interests held in the shares of the Company;

(5) whether he/she received any regulatory sanction imposed by China Securities Regulatory Commission or any other relevant authorities and any warning from the securities exchange where the Company's shares are listed.

Except for the election of directors by way of cumulative voting, each director candidate shall be proposed as a single proposal.

Article 21 The notice and supplementary notice of the general meeting shall fully and completely disclose all the details of all the resolutions.

Article 22 After the convener of a meeting issues the notice of the general meeting, the general meeting shall not be postponed or canceled and the resolutions listed in the general meeting notice shall not be canceled without reasonable cause. Where a general meeting has to be postponed or canceled, the convener of the meeting shall publish an announcement with reasons stated at least 2 working days before the original date of the general meeting.

Section 4 Registration of the General Meeting

Article 23 All shareholders or their proxies registered on the share registration date are entitled to attend the general meeting and exercise their voting rights in accordance with the Relevant Regulatory Rules, Articles of Association and these Rules, and the Company and the convener shall not refuse for any reason.

Article 24 Any shareholder entitled to attend and vote at the general meeting can attend the general meeting in person or appoint a proxy to attend and vote at the general meeting within the scope of authorization on his/her/its behalf.

In order to ensure the solemnity and proper order of the general meeting, the Company shall have the right to refuse persons other than those stated above to enter into the venue.

Article 25 If a shareholder appoints a proxy to attend the general meeting on his/her/its behalf, the instrument appointing a proxy shall be in writing. Such proxy form shall contain the following information:

(1) the name of the appointer, the type and number of shares of the Company held;

(2) the name of the proxy;

(3) specific instructions from the shareholder, including an indication to vote for or against such resolutions or abstain from voting for each matter included in the notice of the general meeting;

(4) the date of issue and validity period of the proxy form;

(5) the signature (or seal) of the appointer; if the appointer is non-individual, the proxy form shall bear the seal of the unit, or be signed by its duly authorized representative.

Article 26 The proxy form shall be lodged with the Company's registered address or such other place as specified in the notice convening the general meeting at least 24 hours prior to the designated time for the relevant meeting or 24 hours prior to the designated voting time.

Where the proxy form is signed by a person authorized by the appointer, the power of attorney or other authorization documents shall be notarized. The notarized power of attorney or other authorization documents, together with the proxy form, shall be lodged with the Company's registered address or such other place as specified in the notice convening the general meeting.

Article 27 Shareholders attending a general meeting shall complete the registration procedures. Shareholders shall provide the following documents for registration purposes:

(1) If an individual shareholder attends the meeting in person, he/she shall produce his/her valid identification documents, or other valid identification certificates or proof of identity. Where a proxy is appointed to attend the meeting, the proxy shall provide his/her own valid identification documents, the proxy form, and documents which enable the Company to confirm the identity of his/her principal as a shareholder.

(2) Corporate shareholders shall appoint their legal representatives, proxies authorized by such corporate shareholders or their legal representatives to attend the meeting. If a legal representative attends the meeting, he/she shall provide his/her valid identification documents and proof of his/her qualification as a legal representative, and the information enabling the Company to confirm the identity of the corporate shareholder. Where the corporate shareholder or its legal representative appoints a proxy to attend the meeting, the proxy shall provide his/her own valid identification documents, the proxy form issued pursuant to law, and information enabling the Company to confirm the identity of the appointer as a corporate shareholder.

(3) Other non-individual shareholders attending the meeting shall follow the requirements for corporate shareholders.

Article 28 The Company shall be responsible for preparing a meeting attendance register, which will be signed by the shareholders and the authorized proxies attending the on-site meeting. The meeting attendance register shall set out the names of persons attending the meeting, identification document numbers, information confirming the identities of the shareholders (such as shareholder account numbers), the number of voting shares held or represented, names of the proxies (or names of the units) and so on.

Article 29 The convener of the meeting and legal advisor engaged by the Company, shall, in accordance with the register of members provided by the securities registration and clearing institutions, jointly verify the legality of the identification of the shareholders and register the full name (or the name of the entity) of the shareholders and the number of shares with voting rights held by such shareholders. Unless otherwise decided by the Company, prior to the presider of the meeting announcing the number of the shareholders and the proxies attending the on-site meeting and the total number of shares with voting rights held by such shareholders, the meeting registration shall be concluded.

Article 30 Where a shareholder or a proxy requests to speak at the general meeting, he/she shall register with the Company prior to the commencement of the general meeting and provide the relevant content. The number of registered speakers shall be limited to 10. If there are more than 10 shareholders who wish to speak at the meeting, the first 10 shareholders with the largest shareholdings shall speak at the meeting in an order based on their individual shareholdings starting from the highest.

Section 5 Holding the General Meeting

Article 31 The board of directors of the Company and other conveners shall take necessary measures to ensure the normal order of the general meeting. Any acts interfering with the general meeting, provoking and infringing the lawful rights of the shareholders shall be prevented with precautions, stopped and reported to the relevant departments for investigation and prosecution.

Article 32 A general meeting shall be chaired by the chairman of the board. If the chairman is unable or fails to perform his/her duty, the vice chairman shall chair the meeting; if the vice chairman is unable or fails to perform his/her duty, one director recommended by a majority of all directors shall chair the meeting.

Where the general meeting is convened by the audit committee, the meeting shall be chaired by the chairman of the audit committee. Where the chairman of the audit committee is unable or fails to perform his/her duty, the meeting shall be chaired by the member of the audit committee recommended by a majority of all the members of the audit committee.

Where the general meeting is convened by the shareholders, the meeting shall be chaired by the convener or the representative recommended by the convener.

Where the presider violates these Rules and results that the general meeting is unable to continue, a new presider, as recommended and approved by a majority of the shares with voting rights attending the on-site meeting, can continue the general meeting.

Article 33 Where general meetings or the Relevant Regulatory Rules require directors and senior management to present at the meeting, such directors and senior management shall present and accept shareholders' inquiries.

Article 34 The presider shall declare that the meeting commences at the scheduled time after he/she has been informed that the participants are in compliance with legal requirements and speakers are registered, provided that in any of the following circumstances, the meeting may be declared to commence later than the time scheduled:

(1) when any equipment of the venue is out of order so that the meeting cannot be held as usual;

(2) when there is any material matter affecting the holding of the meeting.

Article 35 The presider of the meeting shall read out the resolutions or appoint another person to read out the resolutions, and shall explain the resolutions according to the following requirements if necessary:

(1) Where the resolutions are put forward by the board of directors, the resolutions shall be explained by the chairman of the board or other persons designated by the chairman;

(2) Where the resolutions are put forward by any person other than the board of directors, the resolutions shall be explained by the person putting forward the resolutions or its duly authorized representative.

Article 36 Resolutions included in the agenda of the meeting shall be considered before voting. Reasonable time shall be given at the general meeting for each resolution to be discussed, and the presider of the meeting shall orally ask the shareholders attending the meeting whether they have completed the considering procedures. Considering procedures shall be regarded as completed if there are no objections by shareholders attending the meeting.

Article 37 No shareholder shall speak more than twice at the meeting unless consented by the presider. A shareholder is allowed to speak for no more than 5 minutes for the first time, and no more than 3 minutes for the second time.

Shareholders requesting to speak shall not interrupt the general meeting's presenter's report or the remarks of other shareholders.

Article 38 Shareholders can raise inquiries to the Company at the general meeting. The directors or senior management shall explain and respond to any inquiry and suggestion raised by the shareholders unless it involves the Company's trade secrets which can not be disclosed at the general meeting.

Article 39 The presider of the meeting shall, prior to the vote, announce the total number of the shareholders and the proxies attending the on-site meeting and the total number of the voting shares held by them according to the meeting registration record.

Section 6 Voting and Resolution of the General Meeting

Article 40 The General meeting shall vote on any specific resolution by poll with name recorded.

Article 41 Proposals that are not included in the notice of the general meeting or not in compliance with the Articles of Association shall not be voted on at such meeting.

When considering and voting on the resolutions included in the notice of a general meeting, no alteration shall be made to such resolutions. Otherwise, the altered resolution shall be deemed as a new proposal and shall not be voted on at such general meeting.

Article 42 Where the Company provides on-site, online or other voting method, the same voting right shall choose only one of those methods. Where repeated voting arises for the same voting right, the first voting result shall prevail.

Article 43 Except for the cumulative voting as stipulated in these Rules, each resolution shall be voted on one by one. Where different resolutions are put forward for the same matter, those resolutions shall be voted on in the order of time in which they are put forward. Unless the general meeting is adjourned or fails to resolve any resolutions due to specific reasons such as force majeure, there shall be no delay or failure to vote on the resolutions at the general meeting.

Article 44 Each shareholder or his/her/its proxy shall exercise his/her/its voting rights in accordance with the number of voting shares held by him/her/it. Except for the circumstances where cumulative voting is adopted for the resolution on the election of directors in accordance with these Rules, each share shall carry 1 voting right.

Shares of the Company held by the Company shall have no voting right and shall not be counted in the total number of voting shares attending the general meeting.

Article 45 Resolutions of a general meeting shall be classified as ordinary resolutions or special resolutions.

Ordinary resolutions shall be passed by a majority of the voting rights represented by the shareholders (including their proxies) attending the general meeting.

Special resolutions shall be passed by 2/3 or more of the voting rights represented by the shareholders (including their proxies) attending the general meeting.

Article 46 Save as otherwise provided in the preceding articles, resolutions in respect of the election of directors shall be passed by way of cumulative voting at the general meeting.

Cumulative voting refers to a method where, when electing 2 or more non-employee representative directors at a general meeting, each share carries voting rights equal to the number of directors to be elected, and shareholders can use all their voting rights on one candidate.

The details of the cumulative voting are as follows:

(1) When electing 2 or more directors, the cumulative voting shall be adopted;

(2) When cumulative voting is adopted, each share carries voting rights equal to the number of directors to be elected in each resolution group;

(3) The notice of a general meeting shall notify the shareholders that a cumulative voting will be adopted for the resolution on the election of directors. Before the general meeting casts its votes for the director candidates, the convener of the general meeting shall prepare ballots suitable for cumulative voting and shall explain in writing regarding the cumulative voting method, the writing instructions of the ballots and the methods of counting the votes;

(4) In casting the shareholders' votes for the director candidates at a general meeting, the shareholder may cast its/his/her votes which equal to the number of shares held by the shareholder on every director candidate; the shareholder may also cast all its/his/her votes which represent the total number of shares held by the shareholder multiplied by the total number of directors to be elected on one candidate; or cast its/his/her votes which represent the total or part of the number of shares held by the shareholder multiplied by the total number of directors to be elected on certain candidates;

(5) A shareholder shall cast votes limited to the number of votes for election in each resolution group. When the total votes, represented by the shares held by the shareholder multiplied by the number of directors to be elected in such resolution group, are used up after voting for one or several director candidates, the shareholder will no longer have votes for other director candidates in such resolution group;

(6) If the total votes cast by the shareholder for one or several director candidates exceed the number of votes to which the shareholders are entitled under such resolution group, or where the votes cast exceed the number of directors to be elected in a competitive election, all the votes cast by such shareholders will be void and the shareholder shall be deemed as abstained from voting. Where the total number of votes cast for one or several director candidates by a shareholder is less than the number of votes to which the shareholders are entitled under such resolution group, the votes cast by the shareholder shall be valid, and the remaining unused votes will be regarded as abstention votes;

(7) Where the number of votes obtained by a director candidate exceeds 1/2 of the total voting rights (to be calculated according to the total number of shares as if the cumulative voting is not adopted) represented by the shareholders attending the general meeting, the candidate shall be elected as a director. If the number of the elected director candidates at the general meeting exceeds the number of directors to be elected, those receiving the highest number of votes shall be elected as directors (however, if the elected director candidates with fewer votes received the same number of votes, and electing those candidates would result in the number of directors elected exceeding the number of directors to be elected, those candidates shall be deemed not elected);

(8) The independent directors and the non-employee representative directors among the members of the board of directors shall be elected separately.

If the Relevant Regulatory Rules on cumulative voting are inconsistent with the provisions of these Rules, the board of directors can adopt an appropriate cumulative voting method without violating the Relevant Regulatory Rules.

Article 47 The shareholders attending the meeting (including their proxies) shall express one of the following opinions on the resolutions (except for resolutions subject to cumulative voting): voting for, voting against such resolutions or abstained from voting, except where securities registration and clearing institutions, as nominee holders of shares under Mainland China-Hong Kong Stock Connect mechanism, declare their votes in accordance with the instructions of the beneficial owners.

Shareholders (and their proxies) shall complete their ballot papers carefully as instructed. Any uncompleted ballot paper, or ballot paper with false information, illegible writing and any uncast ballot paper shall be deemed as abstained from voting, and the voting result of the shares held by such shareholder shall be counted as "abstained".

For H shares held by HKSCC Nominee Limited, the number of shares for which it is authorized to vote at the meeting shall be taken as its number of shares attending the general meeting.

Article 48 Where a related transaction is being considered at a general meeting, the related shareholders shall abstain from voting, and the voting rights represented by the shares held by them shall not be counted as the total number of valid votes. The voting result of the non-related shareholders shall be fully disclosed in the poll results announcement of the general meeting.

If any shareholder is required to abstain from voting or may only vote for or against a matter according to the Rules Governing the Listing of Securities of The Stock Exchange of Hong Kong Limited, any vote by such shareholder or his/her/its proxy in violation of the relevant rules or restrictions above shall not be counted in the voting results.

Article 49 Prior to voting on any resolution at the general meeting, at least 2 shareholders representative (including their proxies) shall be recommended to participate in counting and supervising the voting. If the shareholder is interested in the resolution to be considered on the general meeting, such interested shareholder or its proxy shall not participate in counting and supervising the voting.

When voting on the resolutions at the general meeting, legal advisors and shareholder representatives shall be jointly responsible for vote counting and supervision, and shall announce the vote result at the meeting. The voting results shall be recorded in the minutes of the meeting.

Shareholder of the Company or his/her/its proxy who cast vote through online voting system or use other method is entitled to verify his/her/its voting result in the corresponding voting system.

Article 50 If the presider of the meeting has any doubt as to the result of a resolution at a general meeting, he/she may have the votes re-counted. If the presider of the meeting does not re-count the votes, and shareholder who attended the meeting in person or by proxy objects to the poll result announced by the presider of the meeting, the shareholder may, immediately after the announcement of the voting result, demand that the votes be re-counted and the presider of the meeting shall have the votes re-counted immediately.

If votes are re-counted at a general meeting, the re-count result shall be recorded in the minutes of the general meeting.

Article 51 Prior to the publication of the poll results announcement of the general meeting, the Company, vote counter, scrutineer, shareholders and on-line voting service provider as involved in the on-site meeting, online voting and other voting method shall bear confidential obligations in relation to the poll results.

Article 52 If, in the course of the meeting, disputes arising in relation to the identity of any shareholder or the results of the votes count or other matters which cannot be resolved on site resulting the order of the meeting is affected and the meeting cannot proceed, the presider of the meeting shall declare an adjournment of the meeting.

If the foregoing circumstances cease to exist, the presider of the meeting shall notify the shareholders of the resumption of the meeting as soon as possible.

Article 53 The convener of the meeting shall ensure the continuity of the general meeting until the final resolution is achieved. Where a general meeting is adjourned or fails to make any resolution due to force majeure or any other specific reasons, all necessary measures shall be taken to resume the general meeting as soon as possible or the general meeting must be terminated, and an announcement shall be made immediately. Meanwhile, the convener shall report to the local branches of China Securities Regulatory Commission and the Shanghai Stock Exchange where the Company is registered.

Article 54 A vote made in accordance with the proxy form shall be valid notwithstanding the death or loss of capacity of the appointing shareholder or revocation of the proxy or the authorization under which the proxy was executed, or the transfer of the shares in respect of which the proxy is given, provided that the Company did not receive any written notice in respect of the abovementioned matters before the commencement of the relevant meeting.

Article 55 The minutes of the meeting shall be recorded for the general meeting. The secretary to the board shall be responsible for the minutes of the meeting with the following matters:

(1) time, venue, agenda, name of convener of the meeting;

(2) name of the presider and the present directors and senior management;

(3) number of the shareholders and proxies attending the meeting, total number of their voting shares and the proportion of such shares in the total issued shares of the Company;

(4) considering procedure, main points of the speech and poll result of each resolution;

(5) inquiry opinion or suggestion raised by the shareholders and the relevant response or explanation;

(6) name of the legal advisor, vote counter and scrutineer;

(7) other matters shall be recorded in the minutes of the meeting in accordance with the provisions of the Articles of Association and these Rules.

Article 56 The convener of the meeting shall be responsible for the authenticity, accuracy and completeness of the minutes of meetings. The convener or its proxy, the presider, directors, and the secretary to the board of directors attending or present at the meeting shall sign the minutes of the meeting.

The minutes of the meeting, together with the shareholders' attendance records who attended the on-site meeting, the proxy forms, the voting results of the online voting and other voting methods shall be kept for at least 10 years.

Section 7 Matters after the Meeting

Article 57 The poll results shall be announced promptly. The announcement shall include the number of the shareholders and the proxies attending the meeting, the number of shares with voting rights held by them and the percentage of such shares in the total voting shares of the Company, the method of voting, the voting result of each resolution and the details of each resolution passed.

Article 58 Where the resolutions at the general meeting are not passed at the general meeting or the resolution in the previous general meeting is altered in the general meeting, a special notice shall be included in the poll results announcement of the general meeting.

Article 59 The secretary to the board of directors shall be responsible for submitting the minutes of the meeting and the resolutions passed at the meeting and other relevant documentation to the relevant regulatory authorities in accordance with the requirements of the Relevant Regulatory Rules after the meeting. He/she shall also be responsible for handling the announcement to be published on the designated media, and shall be responsible for keeping written information such as the register of attending shareholders, power of attorney, voting statistical sheet, minutes of the meeting, legal opinions endorsed by legal advisors and announcements of resolutions.

Article 60 Where the resolutions in relation to election of directors is approved at the general meeting, newly appointed directors shall assume their offices in accordance with the provisions of the Relevant Regulatory Rules and the Articles of Association.

CHAPTER 3 SUPPLEMENTARY ARTICLES

Article 61 Unless otherwise specified, the terms used in these Rules shall have the same meaning as those terms in the Articles of Association.

Article 62 These Rules shall take effect upon the approval at the general meeting by a special resolution.

Article 63 When amending these Rules, the proposed amendments shall be put forward by the board of directors to the general meeting for approval by a special resolution.

Article 64 The board of directors shall be responsible for interpreting these Rules.

Article 65 Where any relevant matters are not covered in these Rules or where these Rules are not in compliance with the Relevant Regulatory Rules as promulgated from time to time, the Relevant Regulatory Rules shall prevail.