



## **TYSAN HOLDINGS LIMITED**

*(Incorporated in Bermuda with limited liability)*

(Stock code: 687)

### **SHAREHOLDERS' COMMUNICATION POLICY**

#### **1. Purpose**

The board of directors (the “**Board**”) of Tysan Holdings Limited (the “**Company**”) shall maintain an on-going dialogue with shareholders and institutional investors of the Company (collectively “**Shareholders**”). The Board shall ensure effective and timely dissemination of information to Shareholders and encourage their participation at general meetings of the Company.

#### **2. Communication with Shareholders**

- (1) Shareholders may refer to information disclosed publicly or send their enquiries to the Company’s registered office or its principal place of business at 20/F., One Island South, 2 Heung Yip Road, Wong Chuk Hang, Hong Kong, for the attention of the company secretary of the Company (“**Company Secretary**”). For enquiries on their shareholdings, Shareholders should direct their questions about their shareholdings by mail to the Company’s Hong Kong Branch Share Registrar, Tricor Tengis Limited (the “**Branch Share Registrar**”), at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to [is-enquiries@hk.tricorglobal.com](mailto:is-enquiries@hk.tricorglobal.com).

- (2) Shareholders may access the Company's information from its annual reports, interim reports, announcements, circulars and notices of meetings. These information and documents are available on the Company's website ([www.tysan.com](http://www.tysan.com)) and published on the website of the Hong Kong Exchanges and Clearing Limited (the "HKEX"). The annual reports, interim reports, circulars, and notices of general meetings (where appropriate, with proxy form) of the Company are also despatched to Shareholders. Shareholders are reminded to provide their up-to-date addresses to the Company's Branch Share Registrar in order to receive the corporate communication effectively. Additionally, Shareholders are encouraged to subscribe to the HKEX News Alert service to receive emails whenever new corporate communication is released by the Company on the website of the HKEX to keep themselves apprised of the latest development of the Company.
- (3) Shareholders are encouraged to attend and participate in the annual general meeting and general meetings of the Company or appoint proxies to attend and vote at meetings for and on their behalf if they are unable to attend. The questions from Shareholders will be addressed in the Shareholders meetings of the Company. To this end, Board members, including the Chairman of the Board, senior management, and if required, Chairman of the Board committees or their delegates and the external auditor will be available to answer Shareholders' questions at the general meetings of the Company. Shareholders may also express their views, discuss the progress of the Company and understand the operations of the Company through the annual general meeting of the Company.

- (4) In order for Shareholders to effectively understand and consider the resolutions in general meetings, the Company generally avoids “bundling” of resolutions in general meetings unless they are interdependent and linked forming one significant proposal. Where the resolutions are “bundled”, the Company will explain the reasons and material implications in the notice of the relevant general meeting.
- (5) The chairman of a meeting should ensure that an explanation is provided of the detailed procedures for conducting a poll and answer any questions from Shareholders on voting by poll.
- (6) Enquiries and questions on the procedures for convening or putting forward proposals may be put to the Board by contacting either the Company Secretary through the Company’s general line at (852) 2882 3632, e-mail at info@tysan.com, directly by questions at an annual general meeting or special general meeting of the Company or by post to the Company’s registered office or its principal place of business at 20/F., One Island South, 2 Heung Yip Road, Wong Chuk Hang, Hong Kong.
- (7) The Company will review this policy annually to ensure its implementation and effectiveness. This policy (or a summary of this policy) together with the steps taken by the Company to solicit and understand the views of Shareholders and stakeholders will be disclosed in the Company’s Corporate Governance Report annually.

*First version adopted by the Board on 28 March 2012*

*Second version amended and adopted by the Board on 16 December 2022*