

**ibotech** 艾伯科技  
**IBO TECHNOLOGY COMPANY LIMITED**  
艾伯科技股份有限公司  
*(incorporated in the Cayman Islands with limited liability)*  
**(Stock Code: 2708)**  
(the “Company”)

**SHAREHOLDERS’ COMMUNICATION POLICY**

**1. Purpose**

- 1.1. The shareholders’ communication policy (this “**Policy**”) aims to set out the provisions with the objective of ensuring the Company’s shareholders, both individual and institutional (collectively, the “**Shareholders**”), and, in appropriate circumstances, the investment community at large, are provided with ready, equal and timely access to balanced and understandable information about the Company (including its financial performance, strategic goals and plans, material developments, governance and risk profile), in order to enable the Shareholders to exercise their rights in an informed manner, and to allow the Shareholders and the investment community to enhance communication with the Company.
- 1.2. For the purpose of this Policy, references to the investment community are intended to include the Company’s potential investors as well as analysts reporting and analysing the Company’s performance.

**2. General Policy**

- 2.1. The board of directors of the Company (the “**Board**”) shall maintain an ongoing dialogue with the Shareholders and the investment community, and will regularly review this Policy to ensure its effectiveness.
- 2.2. Information shall be communicated to the Shareholders and the investment community mainly through the Company’s financial reports (interim and annual reports), annual general meetings and other general meetings that may be convened, as well as by making available all the regulatory disclosures through The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) website at <https://www.hkexnews.hk/> and its corporate communications<sup>#</sup> and other corporate publications on the Company’s website at [www.ibotech.hk](http://www.ibotech.hk).
- 2.3. Effective and timely dissemination of information to the Shareholders and the investment community shall be ensured at all times. Any question regarding this Policy shall be directed to the chief executive officer, the chief financial officer, or the company secretary (the “**Company Secretary**”) of the Company.
- 2.4. This Policy will be updated in response to any subsequent changes in internal structure, regulatory and market developments.

### **3. Communication Strategies**

#### **Shareholders' Enquires**

- 3.1. Shareholders should direct their questions about their shareholdings to the Company's branch share registrar in Hong Kong. The contact details are as follows:

Computershare Hong Kong Investor Services Limited  
Shops 1712-1716, 17/F  
Hopewell Centre  
183 Queen's Road East  
Wan Chai, Hong Kong  
Telephone: (852) 2862 8628  
Facsimile: (852) 2865 0990

- 3.2. Shareholders and the investment community may at any time make a request for the Company's information to the extent such information is publicly available.

- 3.3. Shareholders and the investment community who have any queries in respect of the Company or have any comments and suggestions are most welcome to contact the Company Secretary by email at [comsec@ibotech.com.cn](mailto:comsec@ibotech.com.cn) or by mail to the Company's Hong Kong office at:

Company Secretary  
IBO Technology Company Limited  
23/F., Sunshine Plaza  
353 Lockhart Road  
Wanchai, Hong Kong

- 3.4. Institutional investors and analysts are encouraged to contact the Investor Relations by email to [IR@ibotech.com.cn](mailto:IR@ibotech.com.cn) or write to the Company at:

Investor Relations  
IBO Technology Company Limited  
23/F., Sunshine Plaza  
353 Lockhart Road  
Wanchai, Hong Kong  
Telephone: (852) 2308 1266  
Facsimile: (852) 2789 4532

#### **Corporate Communications<sup>#</sup>**

- 3.5. Corporate communications<sup>#</sup> will be provided to the Shareholders in plain language and in both English and Chinese versions to facilitate Shareholders' understanding. Shareholders are encouraged to access the Company's corporate communications<sup>#</sup> electronically via the Company's website at [www.ibotech.hk](http://www.ibotech.hk) or through the Stock Exchange's website at <https://www.hkexnews.hk/> to help protect the environment. Shareholders have the right to choose the language (either English or Chinese) or means of receipt of the corporate communications<sup>#</sup>.

- 3.6. As long as the Shareholders whose names are registered in the register of members of the Company, they are entitled to receive hard copies of the corporate communications<sup>#</sup>. For the Shareholders whose securities are held through the Central Clearing and Settlement System established and operated by Hong Kong Securities Clearing Company Limited, they are encouraged to access the Company's corporate communications<sup>#</sup> electronically via the Company's website or through the Stock Exchange's website, or they may contact the Company Secretary for hard copies.

### **Corporate Website**

- 3.7. Information on the Company's website ([www.ibotech.hk](http://www.ibotech.hk)) is updated on a regular basis. A dedicated "Investor Relations" section is available on the Company's website.
- 3.8. Any information or documents released by the Company to the Stock Exchange is also posted on the Company's website immediately thereafter. Such information includes but is not limited to the Company's financial statements, results announcements, circulars, notices of general meetings and associated explanatory documents, as well as any regulatory disclosures through the Stock Exchange's website and corporate communications<sup>#</sup> and other corporate publications on the Company's website. The aforesaid shall be maintained on the Company's website for at least 5 years from the date of first publication.

### **Shareholders' Meetings**

- 3.9. The Board strives to maintain an ongoing dialogue with the Shareholders and, in particular, to use annual general meetings (the "AGMs"), extraordinary general meetings or any other Shareholders' meetings of the Company to communicate with the Shareholders directly. The chairman of the Board, the chairmen (or their delegates) of the audit, remuneration, nomination committees, and appropriate management executives shall attend AGMs and other general meetings if applicable to answer the Shareholders' questions. The external auditors shall also attend AGMs to answer questions about the conduct of the audit, the preparation and content of the auditors' report, the accounting policies and audit independence.
- 3.10. General meetings provide an opportunity for constructive communication between the Company and the Shareholders. Shareholders are encouraged to participate in general meetings or to appoint proxies to attend and vote at meetings for and on their behalf if they are unable to attend the meetings.
- 3.11. Appropriate arrangements shall be in place to encourage the Shareholders' participation at the meetings.
- 3.12. The process of the Company's general meetings will be monitored and reviewed on a regular basis, and, if necessary, changes will be made to ensure that Shareholders' needs are best served.
- 3.13. The notice for the AGMs together with detailed information (as contained in a circular) will be sent to the Shareholders at least 21 days before the AGM. For a general meeting other than an AGM, it shall be called by not less than 14 days' notice.
- 3.14. Poll results will be posted on the websites of the Company and the Stock Exchange as soon as practicable, normally on the same day of the general meeting.

## **Investment Market Communications**

- 3.15. Investor/analysts briefings and one-on-one meetings, roadshows (both domestic and international), media interviews, marketing activities for investors and specialist industry forums, etc., will be available (where necessary) in order to facilitate communication between the Company, the Shareholders and the investment community.
- 3.16. The Company's directors and employees who have contacts or dialogues with the investors, analysts, media or other interested outside parties are required to comply with the disclosure obligations and requirements under the Rules Governing the Listing of Securities on the Stock Exchange.

## **4. Shareholders' Privacy**

- 4.1. The Company recognises the protection of personal data is important to preserving the trust of the Shareholders. The Company is committed to safeguarding and protecting the Shareholders' privacy in compliance with applicable data protection laws and will not disclose Shareholders' information without their consent, unless required by law to do so.

## **5. Review of this Policy**

- 5.1. To ensure that this Policy continues to carry out smoothly and effectively in practice, the Company will review this Policy at least annually to ensure its effectiveness in upholding the high standards of communication with the Shareholders and reflecting current best practices.

*If there is any inconsistency or conflict between the English and Chinese versions of this Policy, the English version shall prevail.*

Adopted on 6 December 2017 and updated on 20 September 2022

# Corporate Communications refers to any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to, the directors' report and annual accounts together with a copy of the auditor's report, the interim report, a notice of meeting, a listing document, a circular and a proxy form, etc.