



CCT FORTIS HOLDINGS LIMITED
(中 建 富 通 集 團 有 限 公 司)

(Incorporated in the Cayman Islands and continued in Bermuda with limited liability)

(Stock Code: 00138)

(the “Company”)

**PROCEDURES FOR SHAREHOLDERS TO
PROPOSE A PERSON FOR ELECTION AS A DIRECTOR**

According to bye-law 88 of the bye-laws of the Company, no person other than a director retiring in accordance with the bye-laws of the Company, shall, unless recommended by the directors for election, be eligible for election as a director at any general meeting unless a notice (the “**Nomination Notice**”) signed by such shareholder(s) of the Company (the “**Shareholder(s)**”) individually or collectively holding not less than one-tenth of the then total paid up capital of the Company as at the date of the Nomination Notice carrying the right of attending and voting at the general meeting of the Company for which such Nomination Notice is given of his/her intention to propose such person(s) for election and also a notice signed by each person to be proposed of his/her willingness to be elected shall have been lodged at the head office or the branch share registrar and transfer office of the Company provided that the number of candidates to be nominated by the qualified Shareholder individually or the group of qualified Shareholders collectively for election at any general meeting shall be limited to three (3), subject to the maximum number of directors of the Company, if any. As such, qualified Shareholder(s) may propose a person/persons for election as a director/directors of the Company at a general meeting of the Company by either lodging at:

1. the Company’s head office at Floor 26A, Fortis Tower, 77 – 79 Gloucester Road, Hong Kong for the attention of the Company Secretary; or
2. the branch share registrar and transfer office of the Company, Tricor Tengis Limited at 17/F., Far East Finance Centre, 16 Harcourt Road, Hong Kong for the attention of and redirection to CCT Fortis Holdings Limited,

the following written notices:

- (i) the Nomination Notice signed by the qualified Shareholder individually or a group of qualified Shareholders collectively for which such notice is given of his/her/their intention to propose such person(s) for election; and

- (ii) a written notice signed by the person(s) to be proposed of his/her willingness to be elected.

As stipulated in the aforesaid bye-law, please note that the minimum length of the period, during which such written notices are given, shall be at least seven (7) days and that (if the written notices are submitted after the dispatch of the notice of the general meeting appointed for such election) the period for lodgment of such written notices shall commence on the day after the dispatch of the notice of the general meeting appointed for such election and end no later than seven (7) days prior to the date of such general meeting.

In order to allow the Company to inform the Shareholders of the proposal and to enable the Shareholders to make an informed decision on their election at a general meeting, the written notice must state the full name of the person(s) proposed for election as director(s) of the Company and include the biographical details of the person(s) as required under Rule 13.51(2) of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”).

Upon receipt(s) of the written notices from the qualified Shareholder(s) to propose person(s) for election as director(s) at the general meeting, the Company will then publish an announcement in accordance with the requirements under the Listing Rules or issue a supplementary circular. The particulars of the proposed director(s) will be included in the announcement or supplementary circular of the Company.

Please note that if the written notices are received less than fifteen (15) days prior to the general meeting, the Company will assess whether or not it is necessary to adjourn the general meeting of the election in order to allow the Shareholders to have at least fourteen (14) days’ notice of the proposal and at least ten (10) business days for consideration of the relevant information disclosed in the announcement or supplementary circular.

Should there be any questions in relation to the procedures for proposing a person as a director of the Company, please send enquiry(ies) in writing to the Company at Floor 26A, Fortis Tower, 77 – 79 Gloucester Road, Hong Kong with attention made to the Company Secretarial Department.

*Updated: 28 September 2023
(Last updated: 29 March 2023)*