



GREEN LEADER HOLDINGS GROUP LIMITED

綠領控股集團有限公司

(Incorporated in Bermuda with Limited Liability)

(Stock Code:61)

(“GL” or “Company”)

SHAREHOLDERS COMMUNICATION POLICY

1. Purpose

- 1.1 This Policy aims to set out the provisions with the objective of ensuring that the shareholders of GL, both individual and institutional (collectively, the “Shareholders”) are provided with ready, equal and timely access to balanced and understandable information regarding the Company (including its financial performance, strategic goals and plans, material developments, governance and risk profile), in order to enable Shareholders to exercise their rights in an informed manner and to allow Shareholders to engage actively with the Company.

2. General Policy

- 2.1 Information shall be communicated to Shareholders 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 disclosures submitted to The Stock Exchange of Hong Kong Limited (“SEHK”) and its corporate communications and other corporate publications on the GL website.
- 2.2 Effective and timely dissemination of information to Shareholders shall be ensured at all times. Any questions regarding this Policy should be directed to the Company Secretary of the Company.

3. Communication Strategies

Shareholder enquiries

- 3.1 Shareholders should direct any questions about their shareholdings to the Company’s Hong Kong branch share registrar.
- 3.2 Shareholders may at any time make a request for the Company’s information to the extent such information is publicly available.

Corporate Communications*

- 3.3 Corporate communication will be provided to Shareholders in both English and Chinese versions to facilitate Shareholders' understanding.
- 3.4 Shareholders are encouraged to provide their email addresses to the Company and updated postal address to the Company's Hong Kong branch share registrar in order to facilitate timely and effective delivery of communications.

Corporate Website

- 3.5 A section dedicated to investors and investor relations is available on GL's website www.greenleader.hk. Information on the website is updated on a regular basis.
- 3.6 Information released by the Company to the SEHK is also posted on GL's website immediately thereafter. Such information includes financial statements, results announcements, circulars and notices of general meetings and associated explanatory documents etc.
- 3.7 All press releases and research coverage, etc related to the Company and/or its subsidiaries which have been commissioned by the Company and do not infringe any copy right laws will be made available on GL's website.

Shareholders' Meetings

- 3.8 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 in person.
- 3.9 Appropriate arrangements for the annual general meetings are in place to encourage Shareholders' participation. Such arrangements are generally found in the Company's circular relating to the annual general meeting.
- 3.10 The process of the Company's general meeting will be monitored and reviewed on a regular basis, and, if necessary, changes will be made to ensure that the Shareholders' needs are best served.
- 3.11 Board members, in particular, the Chairman of Board and the chairmen of the Board's committees or their delegates, appropriate management executives and external auditors will attend annual general meetings to answer any questions that Shareholders may have.

4. Shareholder Privacy

- 4.1 The Company recognizes the importance of its Shareholders' privacy and will not disclose any Shareholders' information without their consent, unless required by law to do so.

December 2023

- * Corporate Communication refers to any document issued or to be issued by GL 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 circular and a proxy form