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## 山東墨龍石油機械股份有限公司

Shandong Molong Petroleum Machinery Company Limited\*

*(A Sino-foreign joint stock limited company incorporated in the People's Republic of China with limited liability)*

**(Stock Code: 568)**

### **NOTICE OF ANNUAL GENERAL MEETING**

**NOTICE IS HEREBY GIVEN** that an annual general meeting (the “**AGM**”) of Shandong Molong Petroleum Machinery Company Limited\* (the “**Company**”) will be convened and held at 2:00 p.m. on Friday, 21 May 2021 at the conference room at No. 999 Wensheng Street, Shouguang City, Shandong Province, the People's Republic of China (the “**PRC**”), to consider and, if thought fit, approve the following resolutions.

#### **ORDINARY RESOLUTIONS**

1. To consider and, if thought fit, approve the report of the board of directors for the year of 2020;
2. To consider and, if thought fit, approve the report of the supervisory committee for the year of 2020;
3. To consider and, if thought fit, approve the annual report and its abstract for the year of 2020;
4. To consider and, if thought fit, approve the profit distribution plan for the year of 2020;
5. To consider and, if thought fit, to approve the remuneration plan of the directors, supervisors and senior management for the year of 2021;
6. To consider and, if thought fit, to approve the proposal regarding the application of integrated banking credit facility;
7. To consider and, if thought fit, approve the proposal regarding the utilisation of idle proprietary capital of the Company for cash management;
8. To consider and, if thought fit, approve the proposal regarding the re-appointment of the auditor for the year of 2021;

In accordance with the requirements of Listing Rules of the Shenzhen Stock Exchange, every independent non-executive director of the Company will report their works on the AGM.

**Shandong Molong Petroleum Machinery Company Limited\***  
**Yang Yun Long**  
*Chairman*

Shandong, the PRC  
31 March 2021

*Notes:*

- (A) The register of members of the Company for H Shares will be closed from Monday, 17 May 2021 to Friday, 21 May 2021, both days inclusive, during which period no H Share transfer will be effected. In order to qualify for attending the AGM and voting, all instruments of transfer of H shares, accompanied by the relevant share certificates, must be lodged with the registrar for H Shares of the Company no later than 4:30 p.m. on Friday, 14 May 2021.

The address of the registrar for H Shares is as follows:

**Tricor Investor Services Limited**  
**Level 54, Hopewell Centre**  
**183 Queen's Road East Hong Kong**

The Company will publish specific announcement on the Shenzhen Stock Exchange setting out details of the eligibility of holders of A Shares to attend the AGM.

- (B) A form of proxy for use at the AGM is enclosed with the circular of the Company and such form of proxy is also published on the websites of The Stock Exchange of Hong Kong Limited and the Company. Whether or not you intend to attend the AGM, you are required to complete and return the enclosed form of proxy in accordance with the instructions printed thereon not less than 24 hours before the time fixed for holding the AGM or any adjournment thereof (as the case may be). Completion and return of the form of proxy will not preclude you from attending the AGM and voting in person if you so wish.
- (C) If a proxy attends the AGM on behalf of a Shareholder, he/she should produce his proof of identity and the instrument signed by the proxy or his legal representative, which specifies the date of its issuance. If the legal representative of a legal person Shareholder attends the AGM, such legal representative should produce his/her proof of identity and valid documents evidencing his capacity as such legal representative. If a legal person Shareholder appoints a representative of a company other than its legal representative to attend the AGM, such representative should produce his proof of identity and an authorization instrument affixed with the seal of the legal person Shareholder and duly signed by its legal representative.
- (D) The AGM is expected to last for an hour. Shareholders attending the AGM are responsible for their own transportation and accommodation expenses.

*As at the date of this announcement, the executive directors of the Company are Mr. Yang Yun Long, Mr. Yuan Rui, Mr. Liu Min and Mr. Li Zhi Xin; the non-executive directors of the Company are Mr. Yao You Ling and Mr. Wang Quan Hong; and the independent non-executive directors of the Company are Mr. Tang Qing Bin, Mr. Song Zhi Wang and Mr. Cai Zhong Jie.*

\* For identification purpose only