



中國建築興業集團有限公司

CHINA STATE CONSTRUCTION DEVELOPMENT HOLDINGS LIMITED

*(Incorporated in the Cayman Islands with limited liability)*

**(Stock Code: 830)**

Date as postmarked

Dear Registered Shareholders,

## **New Arrangements for Dissemination of Corporate Communications**

### **INTRODUCTION**

Pursuant to new Rule 2.07A of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “Listing Rules”) that came into effect on 31 December 2023 and the articles of association of China State Construction Development Holdings Limited (the “Company”), the Company has adopted electronic dissemination of future corporate communications of the Company (the “Corporate Communications”) to the Shareholders<sup>2</sup> and will only send Corporate Communications in printed form to the Shareholders upon request.

### **ARRANGEMENTS**

#### 1. Actionable Corporate Communications<sup>3</sup>

The Company will send the Actionable Corporate Communications to the Shareholders individually in electronic form by email. If the Company does not possess the email address of a Shareholder or the email address provided is not functional<sup>4</sup>, the Company will send the Actionable Corporate Communications in printed form together with a reply form for soliciting the Shareholder’s functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future.

#### 2. Corporate Communications

The Company will make the Corporate Communications available on its website at [www.cscd.com.hk](http://www.cscd.com.hk) and the website of Hong Kong Exchanges and Clearing Limited at [www.hkexnews.hk](http://www.hkexnews.hk).

The Company will not send notifications regarding publication of the Website Version<sup>5</sup> of Corporate Communications to the Shareholders. Shareholders are encouraged to proactively monitor the availability of all future Corporate Communications on the websites and access the Website Version of Corporate Communications themselves.

#### 3. Provision of Shareholder’s Email Address to the Company

To facilitate electronic communication by email, the Company recommends you to complete and return the enclosed Reply Form by post or by hand to the Company’s Hong Kong branch share registrar, Tricor Investor Services Limited (the “Branch Share Registrar”) at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to [830-ecom@hk.tricorglobal.com](mailto:830-ecom@hk.tricorglobal.com).

It is the responsibility of the Shareholders to provide a functional email address. If the Company does not possess the email address of a Shareholder or the email address provided is not functional, the Company will follow the arrangements set out in paragraphs 1 and 2 above. The Company will be deemed compliant with the Listing Rules if it sends Actionable Corporate Communications to the email address provided by a Shareholder without receiving any “non-delivery message”.

Shareholders should promptly advise the Branch Share Registrar of any change in their email addresses.

4. Request for Corporate Communications and Actionable Corporate Communications in printed form

For those Shareholders who prefer to receive printed versions of all future Corporate Communications and Actionable Corporate Communications, or who may encounter difficulties accessing the Company's website, the Company will, upon receipt of request in writing by the Shareholder to the Branch Share Registrar (at the address stated above) or by email to 830-ecom@hk.tricorglobal.com, send future Corporate Communications and/or the relevant Corporate Communications (as the case may be) to such Shareholders in printed form, free of charge. If the Company does not receive a written request mentioned in the foregoing, Shareholders will be considered to have agreed to receive Corporate Communications and Actionable Corporate Communications in the manner described above.

Please note that the request for printed versions of Corporate Communications and Actionable Corporate Communications will be valid for one year from the date of request unless revoked or superseded (whichever is earlier). A new written request will be required if a Shareholder prefers to continue receiving printed versions of future Corporate Communications and Actionable Corporate Communications thereafter.

Should you have any queries in relation to this letter, please call the Branch Share Registrar at (852) 2980 1333 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding Hong Kong public holidays, or send an email to 830-ecom@hk.tricorglobal.com.

Yours faithfully,

**China State Construction Development Holdings Limited**

*Notes:*

- <sup>1.</sup> Corporate Communications mean any documents issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to (a) directors' reports, annual accounts and auditors' reports; (b) interim reports; (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms.
- <sup>2.</sup> Holder(s) of the share(s) of the Company.
- <sup>3.</sup> Actionable Corporate Communications refer to any corporate communications that seek instructions from the Company's securities holders on how they wish to exercise their rights or make elections as the Company's securities holder.
- <sup>4.</sup> It is the responsibility of a Shareholder to provide an email address that is functional. The Company will be deemed compliant with the Listing Rules if it sends Actionable Corporate Communications to the email address provided by a Shareholder without receiving any "non-delivery message".
- <sup>5.</sup> The version of Corporate Communications being published, in both English and Chinese, on the website of the Company.

## REPLY FORM

To: To: China State Construction Development Holdings Limited (the "Company")  
c/o Tricor Investor Services Limited  
17/F, Far East Finance Centre  
16 Harcourt Road, Hong Kong

Please choose **ONLY ONE** of the following options:

**Option 1:** I/We hereby provide you my/our email address for receipt of future Corporate Communications<sup>1</sup> and Actionable Corporate Communications<sup>2</sup> of the Company via electronic dissemination

Email address	:	
Email address (re-type)	:	

**Option 2:** I/We hereby request for receipt of future Corporate Communications and Actionable Corporate Communications in printed form. Please mark (X) in **ONLY ONE** of the following boxes if applicable:

<input type="checkbox"/>	To receive the <b>printed English version ONLY</b> for all future Corporate Communications and Actionable Corporate Communications <sup>3</sup> ; <b>OR</b>
<input type="checkbox"/>	To receive the <b>printed Chinese version ONLY</b> for all future Corporate Communications and Actionable Corporate Communications <sup>3</sup> ; <b>OR</b>
<input type="checkbox"/>	To receive the <b>printed English and Chinese versions</b> of all future Corporate Communications and Actionable Corporate Communications.

Signature: \_\_\_\_\_ Contact telephone number: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ (English) \_\_\_\_\_ (Chinese)

Address: \_\_\_\_\_  
(in block letters)

### Notes:

- Corporate Communications mean any documents issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to (a) directors' reports, annual accounts and auditors' reports; (b) interim reports; (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms.
- Actionable Corporate Communications refer to any corporate communications that seek instructions from the Company's securities holders on how they wish to exercise their rights or make elections as the Company's securities holder.
- If both English and Chinese versions of the Corporate Communications and Actionable Corporate Communications are combined into one document, a printed version of the Corporate Communications and Actionable Corporate Communications with both English and Chinese versions will be sent to the Shareholder requesting for a printed copy of any version(s) of the Corporate Communications and Actionable Corporate Communications.
- It is the responsibility of a shareholder to provide email address that is functional. If the Company does not receive the completed form or the email address provided is not functional, the Company will send the Actionable Corporate Communication in printed form together with a reply form for soliciting your functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future. The Company will be deemed compliant with the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited if it sends Actionable Corporate Communications to the email address provided by a shareholder without receiving any "non-delivery message".
- Please complete all your details clearly. If no box, or more than one box, is marked, the Company reserves the right to treat the request as void.
- Any Reply Form with no signature or otherwise incorrectly completed will be void.
- In the case of joint registered holders of any shares, this form shall be deemed to be submitted by the joint registered holder whose name first appears on the register of members of the Company for and on behalf of all the joint registered holders.
- If more than one email addresses are provided, the Company will only adopt the first email address as set out above.
- The request for receipt of Corporate Communications and Actionable Corporate Communications in printed form will be valid for one year from the date of request unless revoked or superseded (whichever is earlier). A new written request will be required if you wish to continue receiving printed versions of Corporate Communications thereafter.**
- For avoidance of doubt, the Company does not accept any other instructions given on this Reply Form.

### PERSONAL INFORMATION COLLECTION STATEMENT

"Personal Data" in this statement has the same meaning as "personal data" defined in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong (the "PDPO"), which may include but not limited to your name, contact telephone number, email address and address.

Your supply of Personal Data is on a voluntary basis for the purpose of receiving Corporate Communications in the manner chosen. Your Personal Data will be retained for such period as may be necessary for our verification and record purposes.

You have the right to request access to and/or to correct the respective Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of the Personal Data should be in writing by either of the following means:

By mail to: Data Privacy Officer  
Tricor Investor Services Limited  
17/F, Far East Finance Centre  
16 Harcourt Road, Hong Kong  
By email to: is-enquiries@hk.tricorglobal.com

(Please cut along the dotted line)

Please cut the mailing label and stick it on an envelope  
to return this Reply Form to us.

**No postage is necessary if posted in Hong Kong.**

### MAILING LABEL

**Tricor Investor Services Limited**  
卓佳證券登記有限公司  
Freepost No. 簡便回郵號碼: 10 GPO  
Hong Kong 香港