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中国石化
SINOPEC

中石化炼化工程(集团)股份有限公司
SINOPEC Engineering (Group) Co., Ltd.*

(a joint stock limited liability company incorporated in the People's Republic of China)
(Stock Code: 2386)

**NOTICE OF THE FIRST EXTRAORDINARY GENERAL MEETING
FOR THE YEAR 2025 AND CLOSURE OF REGISTER
OF MEMBERS**

NOTICE IS HEREBY GIVEN that the first extraordinary general meeting for the year 2025 (the “EGM”) of SINOPEC Engineering (Group) Co., Ltd. (the “**Company**”) will be held at A67, Ande Road, Xicheng District, Beijing, the PRC at 10 a.m. on Tuesday, 23 December 2025 for the purpose of considering and, if deemed appropriate, approving the following resolution. In this notice, unless the context otherwise requires, capitalised terms used herein shall have the same meanings as defined in the Company’s circular dated 6 November 2025 (the “**Circular**”).

RESOLUTION TO BE CONSIDERED AND APPROVED AT THE EGM

By way of special resolution

1. Resolution in relation to the amendments to the Articles of Association, Rules of Procedure for the General Meetings, Rules of Procedure for the Board Meetings, the cancellation of the supervisory committee and the reduction of the registered capital

Details of the above resolution proposed at the EGM are contained in the Circular, which is available on the website of Hong Kong Exchanges and Clearing Limited (www.hkexnews.hk) and on the website of the Company (www.segroup.cn).

By order of the Board
SINOPEC Engineering (Group) Co., Ltd.
YIN Fengbing
Chief Financial Officer & Secretary to the Board

Beijing, the PRC
6 November 2025

As at the date of this notice, directors of the Company are: JIANG Dejun[#], ZHANG Xinming[#], XIANG Wenwu, LI Chengfeng*, YU Renming*, YE Zheng⁺, ZHAO Jinsong⁺, Zhang Xuyan⁺, and XIE Yanli[#].*

Executive Directors
* *Non-executive Directors*
+ *Independent non-executive Directors*

This notice is available on the website of Hong Kong Exchanges and Clearing Limited (www.hkexnews.hk) and on the website of the Company (www.segroup.cn).

* *For identification purposes only*

Notes:

ATTENDEE OF THE EGM

1. Eligibility and Registration Procedure for attending the EGM

- (a) Closure of Register of Members. For the purpose of ascertaining Shareholders who are entitled to attend and vote at the EGM, the register of members of the Company will be closed from Sunday, 23 November 2025 to Tuesday, 23 December 2025 (both days inclusive).
- (b) Domestic Shareholders and H Shareholders whose names appear on the register of members of the Company before the close of business on Sunday, 23 November 2025 are entitled to attend and vote in respect of the resolution to be proposed at the EGM.
- (c) H Shareholders who wish to attend the EGM shall lodge their share certificates accompanied by the transfer documents with Computershare Hong Kong Investor Services Limited before 4:30 p.m. on Friday, 21 November 2025 for registration.
- (d) A Shareholder or his/her/its proxy shall produce proof of identity when attending the meeting. If a Shareholder is a legal person, its legal representative or other persons authorised by the board of directors or other governing body of such Shareholder may attend the EGM by producing a copy of the resolution of the board of directors or other governing body of such Shareholder appointing such persons to attend the meeting.
- (e) Domestic Shareholders and H Shareholders intending to attend the EGM should return the reply slip for attending the EGM to the Company on or before Wednesday, 3 December 2025.
- (f) Shareholders may send the above reply slip to the Company by hand, by post or by fax.

2. Proxy

- (a) A member eligible to attend and vote at the EGM is entitled to appoint, in written form, one or more proxies to attend and vote on his/her/its behalf. A proxy needs not be a Shareholder.
- (b) A proxy should be appointed by a written instrument signed by the appointer or his/her/its attorney duly authorised in writing. If the proxy form is signed by the attorney of the appointer, the power of attorney authorising that attorney to sign or the authorisation document(s) must be notarised.
- (c) To be valid, the power of attorney or other authorisation document(s) which have been notarised together with the completed proxy form must be delivered to the place of business of the Company for Domestic Shareholders and Computershare Hong Kong Investor Services Limited at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong for H Shareholders not less than 24 hours before the time designated for holding of the EGM.
- (d) A Shareholder or his/her/its proxy may exercise the right to vote by poll.

3. Miscellaneous

- (a) The EGM will not last for more than one working day. Shareholders who attend the EGM shall bear their own travelling and accommodation expenses.
- (b) The address of the Company's Share Registrar of H Shares, Computershare Hong Kong Investor Services Limited, is at Shops 1712-1716, 17th Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong.
- (c) The place of business of the Company is at:

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