



Easyknit International Holdings Limited

永義國際集團有限公司

SHAREHOLDERS COMMUNICATION POLICY

1. PURPOSE

- 1.1 This Policy sets out the standards and the requirements of the Easyknit International Holdings Limited (the “**Company**”) in relation to communicating with shareholders and the investment community.
- 1.2 The Company has an effective policy for communication with shareholders which is a strong culture of disclosure to keep the shareholders and the investor community well-informed. This Policy aims to promote an effective communication with shareholders, enabling them to exercise their rights in a timely manner, and to furnish the investment community with ready and equal information about the Company.

2. GENERAL POLICY

- 2.1 The Board shall maintain an on-going dialogue with shareholders and the investment community, and will regularly review this Policy to ensure its effectiveness.
- 2.2 Information shall be communicated to shareholders and investment community 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 publication on the Company’s website.
- 2.3 Effectively and timely dissemination of information to shareholders and the investment community shall be ensured at all times. Any question regarding this Policy shall be directed to the Company Secretary.

3. COMMUNICATION STRATEGIES

3.1 Shareholders’ enquiries

- (a) Shareholders should direct their questions about their shareholdings to the Company’s share registrar.

The Build of Excellence

HKEx Stock code **1218**

T (852) 2745 6338
F (852) 2171 1503
M 1218share@easyknit.com

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481–483 Castle Peak Road, Cheung Sha Wan,
Hong Kong



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- (b) Shareholders and investment community may at any time make a request for the Company's information to the extent such information is publicly available.
- (c) Shareholders and the investment community shall be provided with designated postal address, email address, enquiries line of the Company in order to enable them to make any query in respect of the Company.

3.2 Corporate Communication *

- (a) Corporate communication will be provided to shareholders in plain language and in both English and Chinese versions to facilitate shareholders' understanding. Shareholders have the right to choose the language (either English or Chinese) or means of receipt of the corporate communications (in hard copy or through electronic means).
- (b) Shareholders are encouraged to provide, amongst other things, in particular, their email addresses to the Company in order to facilitate timely and effective communications.

3.3 Corporate Website

- (a) A "Shareholders Relations" section is available on the Company's website www.easyknit.com. Information on the Company's website is updated on a regular basis.
- (b) Information released by the Company to SEHK is also posted on the Company's website immediately thereafter. Such information includes financial statements, results announcement, circulars, and notice of general meetings and associated explanatory documents.
- (c) All press releases, newsletters and submissions, etc. issued by the Company or its subsidiaries will be made available on the Company's website.

3.4 Shareholders' Meetings

- (a) Shareholders are encouraged to participate in general meetings or to appoint

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proxies to attend and vote at meetings for and on behalf if they are unable to attend the meetings.

- (b) Appropriate arrangement for the annual general meetings shall be in place to encourage shareholders' participation.
- (c) The process of the Company's general meeting will be monitored and viewed on a regular basis, and, if necessary, changes will be made to ensure that shareholders' needs are best served.
- (d) Board members, in particular, either the chairmen of Board committees or their delegates, appropriate management executives and external auditor will attend annual general meetings to answer shareholders' questions.

4. SHAREHOLDER PRIVACY

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

February 2019

**Corporate Communication refers to any document issued or to be issued by the Company 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.*

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