



## SHAREHOLDER COMMUNICATION POLICY

### 1. INTRODUCTION

- 1.1 The purpose of the provisions contained in this policy is to set out the guidelines of Medtide Inc. (the “**Company**”) in relation to shareholder communications, with the objective of ensuring equal, timely, effective, transparent, accurate and open communications between the Company and its shareholders.

### 2. GENERAL POLICY

- 2.1 The principal channels through which the Company communicates information to its shareholders are the Company’s interim report, annual report, quarterly reports (if intended to be published), annual general meetings and other shareholders’ meetings that may be convened, and the publication of all disclosures submitted to The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”), as well as the publication of the Company’s newsletters and other Company’s publications on the Stock Exchange’s website ([www.hkexnews.hk](http://www.hkexnews.hk)) and the Company’s website ([medtideinc.com](http://medtideinc.com)).

### 3. COMMUNICATION STRATEGIES

#### Shareholders’ enquiries

- 3.1 The Company has disclosed the contact details of the Company on its website to facilitate inquiries about the Company by shareholders.
- 3.2 Shareholders who have any questions about their shareholdings should address them to the Company’s Hong Kong share registrar. The information is set out below:

Computershare Hong Kong Investor Services Limited  
Shops 1712-1716, 17th Floor  
Hopewell Centre, 183 Queen’s Road East, Wan Chai  
Hong Kong, PRC

- 3.3 Shareholders may at any time make a request for the Company’s information to the extent such information is publicly available.

## Corporate Communications

- 3.4 Corporate communications (within the meaning of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”)) refers to any document 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 (i) the report of the Board of Directors of the Company (the “**Board of Directors**”), the annual accounts together with the auditor’s report; (ii) the interim report; (iii) the notice of meeting; (iv) the listing document; (v) the circular; and (vi) the proxy form.
- 3.5 Corporate communications will be delivered electronically to shareholders in a timely manner and must be in plain English and Chinese to enable shareholders to understand the content of the communications.
- 3.6 In order to facilitate timely and effective communication, it is advisable for shareholders to provide the Company’s Hong Kong share registrar with, among other things, their contact details, in particular, e-mail addresses.

## Corporate Website

- 3.7 The Company’s website provides shareholders with corporate information such as major business activities and the latest developments of the Company and its subsidiaries (the “**Group**”). It also provides information on the Group’s corporate governance and the structure and functions of the Company’s Board of Directors and committees.
- 3.8 After the approval of results of the Company by the directors, the Company should publish its results announcement on the Stock Exchange and on the Company’s website. The results announcement should include the results and business performance of the Group, the proposed dividend (if any) and specific information on the closure of the share register, as well as other information as required to be disclosed under the Listing Rules from time to time.
- 3.9 Information submitted by the Company to the Stock Exchange for posting on the Stock Exchange’s website is also posted on the Company’s website immediately thereafter. Such information includes, but is not limited to, interim reports, annual reports, quarterly reports (if intended to be published), announcements, circulars, notices of shareholders’ meetings and explanatory documents relating thereto (if any) and such information as may be required to be disclosed under the Listing Rules from time to time.
- 3.10 Press releases issued by the Company from time to time are available on the Company’s website.
- 3.11 The information published on the Company’s website will be updated regularly. To support environmental protection, shareholders are encouraged to view our corporate communication through the Company’s website.

## **Shareholders' Meetings**

- 3.12 Shareholders' meetings provide an opportunity for constructive communication between the Company and its shareholders. Shareholders are encouraged to participate in the shareholders' meetings in person, but if they are unable to attend, they may appoint a proxy to attend and vote on their behalf at the meeting.
- 3.13 Appropriate arrangements for shareholders' meetings will be made by the Company to encourage shareholders' participation. The Company should arrange to address questions from shareholders in the shareholders meetings.
- 3.14 When the Company convenes an annual shareholders' meeting, a notice and relevant circular and power of attorney shall be sent to all shareholders of record 21 days prior to the meeting (in the case of an extraordinary shareholders' meeting, it shall be sufficient to send the notice 15 days or 10 working days (whichever is longer, excluding the day on which the notice is sent and the day on which the meeting is convened) before the meeting is convened). The notice shall contain the matters to be considered at the meeting and the date and place of the meeting. The power of attorney shall be made available to shareholders to enable them to appoint a proxy to attend and vote at the shareholders' meeting.
- 3.15 Members of the Board of Directors, in particular the chairpersons of the committees of the Board of Directors or their representatives, the relevant senior management and the external auditors shall attend the shareholders' meeting of shareholders to answer shareholders' questions.
- 3.16 The procedures of shareholders' meetings will be reviewed from time to time to ensure compliance with the provisions of the Articles of Association, the Listing Rules and applicable PRC laws and good corporate governance practices. Resolutions on individual important matters will be submitted to the shareholders' meeting for voting. Unless the resolution relates to procedural and administrative matters of the shareholders' meeting only, the chairperson of the shareholders' meeting will propose the resolution to be voted by way of a poll in accordance with the Articles of Association. The shareholders' meeting will appoint counters and scrutineers to count the votes. The poll results will be published on the Company's website and the Stock Exchange's website after the shareholders' meeting.

## **4. OTHERS**

- 4.1 This policy shall take effect from the date of listing of the Company's H shares on the Stock Exchange after being considered and approved by the Board of Directors.
- 4.2 Interpretation of this policy is vested in the Board of Directors.