



延長石油國際有限公司

YANCHANG PETROLEUM INTERNATIONAL LIMITED

香港聯合交易所上市公司 Listed on the Stock Exchange of Hong Kong Limited (Stock Code: 00346)

SHAREHOLDERS' COMMUNICATION POLICY

Purpose

The Shareholders' Communication Policy (the "**Policy**") aims to set out the provisions with the objective of ensuring that the shareholders of the Company (the "**Shareholders**") are provided with ready, equal and timely access to balanced and understandable information about the Company, in order to enable the Shareholders to engage actively with the Company and exercise their rights in an informed manner.

General Policy

The board of directors (the "**Board**") of the Company shall maintain an on-going dialogue with the Shareholders and will regularly review this policy to ensure its effectiveness.

Information shall be communicated to the Shareholders mainly through the Company's financial reports (including 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 (the "**Stock Exchange**") in accordance with the Rules Governing the Listing of Securities on the Stock Exchange (the "**Listing Rules**") and its corporate communications and other corporate publications on the website(s) of the Company and/or the Stock Exchange (as may be required under the Listing Rules).

Effective and timely dissemination of information to the Shareholders shall be ensured at all times. Any question regarding the Policy shall be directed to the Secretary of the Company.

Shareholders' Enquiries

Shareholders should direct their questions about their shareholdings to the Company's share registrar.

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

Shareholders shall be provided with designated contacts, email addresses and enquiry lines of the Company in order to enable them to make any query in respect of the Company.



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Corporate Communications

Corporate communications (*Note*) are to be provided to the Shareholders in both English and Chinese versions in accordance with the requirements under the Listing Rules.

Company Website

An “Investor Relations” section is available on the Company’s website www.yanchanginternational.com, and information in this section shall be updated on a timely basis.

The Company will ensure that any information published on the Stock Exchange’s website pursuant to the Listing Rules is also published on the Company’s website immediately thereafter. Such information includes financial reports, announcements, results announcements, circulars, notices of general meetings, etc. Relevant press releases are also made available on the Company’s website to facilitate communication between the Company and the Shareholders.

Shareholders’ Meetings

The Board shall use general meetings, in particular, annual general meetings to communicate with the Shareholders and all Shareholders are encouraged to participate physically in general meetings or if they are unable to attend the general meetings, to appoint proxies or duly authorised representatives (as the case may be) to attend and vote at the meetings for and on their behalf.

The chairman of the Board shall attend the annual general meetings and also invite the respective chairman of the audit, remuneration and nomination committees (as appropriate) to attend. In their absence, he should invite another member of the committee or failing this his duly appointed delegate, to attend. These persons should be available to answer questions at the annual general meetings. The Company will also ensure the external auditors to attend the annual general meeting to answer questions from the Shareholders.



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Information Confidentiality and Shareholder Privacy

The Company shall comply with the Listing Rules and refer to the Stock Exchange's "Guide on Disclosure of Price-sensitive Information" as regards to the disclosure of price-sensitive information to the Shareholders.

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

Effective Date

The Policy is effective on 1 March 2012.

Note:

Corporate communications refer 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 auditors' report, the interim report, a notice of meeting, a circular and a proxy form.