



# UNITED COMPANY RUSAL, INTERNATIONAL PUBLIC JOINT-STOCK COMPANY

(Incorporated under the laws of Jersey with limited liability and continued in the Russian Federation  
as an international company)  
(Stock Code: 486)

## NOTIFICATION LETTER 通知信函

9 September 2024

Dear Shareholder,

**United Company RUSAL, international public joint-stock company (the "Company") – Notice of Publication of the (i) Circular dated 9 September 2024; (ii) Notice of Extraordinary General Meeting; and (iii) Proxy Form (collectively the "Current Corporate Communications")**

The English and Chinese versions of the Company's Current Corporate Communications are available on the Company's website at [www.rusal.com](http://www.rusal.com) and the website of The Stock Exchange of Hong Kong Limited (the "Stock Exchange") at [www.hkexnews.hk](http://www.hkexnews.hk), or the arranged printed form(s) of Current Corporate Communications is (are) enclosed (if you have specifically chosen to receive printed form(s)). You may access the Current Corporate Communications on the Company's website or by browsing through the Stock Exchange's website.

You may at any time choose to receive free of charge Corporate Communications <sup>(Note)</sup> either in printed form, or read the website version; and either in English language version only, Chinese language version only or both language versions, notwithstanding any wish to the contrary you have previously conveyed to the Company. If you want to receive another printed version of the Current Corporate Communications, please complete the enclosed request form and send it to the Company c/o its Hong Kong branch share registrar (the "Hong Kong Branch Share Registrar"), Hongkong Managers and Secretaries Limited, using the mailing label provided. The address of the Hong Kong Branch Share Registrar is Units 1607-8, 16/F, Citicorp Centre, 18 Whitfield Road, Causeway Bay, Hong Kong. The request form may also be downloaded from the Company's website at [www.rusal.com](http://www.rusal.com) or the Stock Exchange's website at [www.hkexnews.hk](http://www.hkexnews.hk).

If you would like to change your choice of language or means of receipt of the Company's Corporate Communications in future, please write to the Company c/o the Hong Kong Branch Share Registrar at the above address or send an email to registrar@hkmanagers.com. Even if you have chosen (or are deemed to have consented) to receive all future Corporate Communications (other than actionable corporation communication) <sup>(Note)</sup> via the website version but for any reason you have difficulty in receiving or gaining access to the Current Corporate Communications, the Company will promptly upon your request send the Current Corporate Communications to you in printed form free of charge.

Should you have any queries relating to any of the above matters, please call the Company's telephone hotline at (852) 3528 0290 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time) from Monday to Friday, excluding Hong Kong public holidays.

For and on behalf of  
**United Company RUSAL, international  
public joint-stock company**  
Evgenii Nikitin  
General Director, Executive Director

*Note: Corporate Communications refer to any document issued or to be issued by the Company for the information or action of shareholders, including but are not limited to (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary financial report; (b) the interim report and, where applicable, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; (f) a proxy form; and (g) actionable corporation communications of the Company. Actionable corporate communications refer to any corporate communication that seeks instructions from shareholders on how they wish to exercise their rights or make an election as a shareholder of the Company.*

*For the avoidance of doubt, actionable corporation communication does not include a notice of meeting or proxy form. Pursuant to the Rules Governing the Listing of Securities of the Stock Exchange and the Hong Kong Companies Ordinance (Cap. 622), the Company will send the printed version of its actionable corporate communications to shareholders individually.*

各位股東：

**United Company RUSAL, international public joint-stock company (「本公司」) – (i) 日期為2024年9月9日之通函; (ii) 股東特別大會通告; 及 (iii) 委任代表表格 (統稱「本次公司通訊文件」) 之發佈通知**

本公司的本次公司通訊文件中、英文版本已上載於本公司網站([www.rusal.com](http://www.rusal.com))及香港聯合交易所有限公司(「聯交所」)之網站([www.hkexnews.hk](http://www.hkexnews.hk)), 歡迎瀏覽。或按安排附上本次公司通訊文件之印刷本(如閣下早前選擇收取印刷本)。閣下可於本公司網站存取本次公司通訊文件或瀏覽聯交所網站。

如閣下早前曾向本公司作出公司通訊文件<sup>(附註)</sup>收取方式或語言版本的選擇, 但仍可以隨時更改有關選擇, 轉為以印刷本或網上方式收取及只收取英文印刷本, 或只收取中文印刷本; 或同時收取中、英文印刷本, 費用全免。如閣下欲收取本次公司通訊文件之印刷本, 請閣下填妥隨本函附上的申請表格, 並使用隨附之郵寄標籤把申請表格寄回本公司之香港證券登記分處—香港經理秘書有限公司(「香港證券登記分處」), 地址為香港銅鑼灣威非路道18號萬國寶通中心16樓1607-8室。申請表格亦可於本公司網站([www.rusal.com](http://www.rusal.com))或聯交所網站([www.hkexnews.hk](http://www.hkexnews.hk))內下載。

如欲選擇有別於閣下所選擇的公司通訊語言版本或收取方式, 請以書面送交到本公司之香港證券登記分處或以電郵方式至 registrar@hkmanagers.com, 以更改日後收取公司通訊文件之語言版本及收取途徑之選擇。如股東已選擇以網上方式收取日後公司通訊文件(或被視為已同意以網上方式收取)(可供採取行動的公司通訊除外)<sup>(附註)</sup>, 但因任何理由未能收到或存取載於網站的本次公司通訊文件, 股東只要提出要求, 我們將盡快向閣下寄上所需要的有關文件的印刷版本, 費用全免。

如對本函內容有任何疑問, 請致電本公司電話熱線(852)3528 0290, 辦公時間為星期一至五(香港公眾假期除外)上午9時正至下午6時正(香港時間)。

為及代表  
**United Company RUSAL, international  
public joint-stock company**  
總經理, 執行董事  
Evgenii Nikitin

2024年9月9日

*附註: 公司通訊文件指本公司已發出或將予發出以供其股東參照或採取行動的任何文件, 其中包括但不限於本公司之(a)董事會報告、年度財務報表連同核數師報告及如適用, 財務摘要報告; (b)中期報告及如適用, 中期摘要報告; (c)會議通告; (d)上市文件; (e)通函; (f)委任代表表格; 及 (g)可供採取行動的公司通訊。可供採取行動的公司通訊指任何涉及及要求股東指示其擬如何行使其有關股東的權利或作出選擇的公司通訊。*

*為免生疑問, 可供採取行動的公司通訊並不包括會議通告及委任代表表格。根據《香港聯合交易所有限公司證券上市規則》及香港《公司條例》(第622章), 本公司將向個別股東發送可供採取行動公司通訊的印刷本。*



Printing the shareholder's information (English name and address)  
印上股東資料 (英文姓名及地址)

## REQUEST FORM 申請表格

**To:** United Company RUSAL, international public joint-stock company (the "Company") (Stock Code: 00486)  
c/o Hongkong Managers and Secretaries Limited  
Units 1607-8, 16/F, Citicorp Centre, 18 Whitfield Road, Causeway Bay, Hong Kong

**致:** United Company RUSAL, international public joint-stock company (「本公司」)  
(股份代號: 00486)  
經香港經理秘書有限公司  
地址為香港銅鑼灣威非路道 18 號萬國寶通中心 16 樓 1607-8 室

I/We have already received a printed copy of the Current Corporate Communications in Chinese / English or have chosen (or are deemed to have consented) to read the Current Corporate Communications posted on the Company's website and the website of The Stock Exchange of Hong Kong Limited, but I/We would like to receive another printed version of the Current Corporate Communications of the Company as indicated below:

本人/我們已收取本次公司通訊文件之中文/英文印刷本或已選擇(或被視為已同意)瀏覽本公司網站及聯交所網站所登載之本次公司通訊文件,但現在希望以下列方式收取貴公司本次公司通訊文件之印刷本:

(Please mark **ONLY ONE ( X )** of the following boxes)

(請從下列選擇中,僅在其中一個空格內劃上「X」號)

- I/We would like to receive a printed copy in English now.  
本人/我們現在希望收取一份英文印刷本。
- I/We would like to receive a printed copy in Chinese now.  
本人/我們現在希望收取一份中文印刷本。
- I/We would like to receive both the printed English and Chinese copies now.  
本人/我們現在希望收取英文和中文印刷本各一份。

Name(s) of shareholder(s)<sup>#</sup>

股東姓名<sup>#</sup>

Date

日期

Address of shareholder(s)<sup>#</sup>

股東地址<sup>#</sup>

(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Contact telephone number

聯絡電話號碼

Signature(s)

簽名

# You are required to fill in the details if you download this request form from the Company's website.

假如閣下從公司網站下載本申請表格,請必須填上有關資料。

Notes 附註:

- Please complete all your details clearly.  
請閣下清楚填妥所有資料。
- If your shares are held in joint names, the shareholder whose name stands first on the register of members of the Company in respect of the joint holding should sign on this request form in order to be valid.  
如屬聯名股東,則本申請表格須由該名於本公司股東名冊上就聯名持有股份其姓名位列首位的股東簽署,方為有效。
- Any form with more than one box marked (X), with no box marked (X), with no signature or otherwise incorrectly completed will be void.  
如在本表格作出超過一項選擇、或未有作出選擇、或未有簽署、或在其他方面填寫不正確,則本表格將會作廢。
- Please note that both printed English and Chinese versions of all the Company's Corporate Communications which we have sent to our shareholders in the past 12 months are available from the Company on request. They are also available on the Company's website ([www.rusal.com](http://www.rusal.com)) for five years from the date of first publication.  
公司備有於過去12個月曾寄發予股東的公司通訊文件的中、英文版印刷本。該等通訊文件亦由首次登載日期起計,持續5年載於公司網站([www.rusal.com](http://www.rusal.com))上。

### 郵寄標籤 MAILING LABEL

閣下寄回此申請表格時,請將郵寄標籤剪貼於信封上。  
如在本港投寄,必須貼上郵票。  
Please cut the mailing label and stick this on the envelope to return this request form to us.  
No postage stamp necessary if posted in Hong Kong.

Hongkong Managers and Secretaries Limited  
簡便回郵號碼 Freepost No. 37 WCH  
香港 Hong Kong

## **Extraordinary General Meeting (“EGM”)**

The Company's EGM will be held on 30 September 2024 at 10:00 a.m. Kaliningrad time (4:00 p.m. Hong Kong time) at Hotel «Kaiserhof», Oktyabrskaya street, 6a, Kaliningrad, Russian Federation and by a live broadcast of the meeting to the shareholders online.

### **Online Attendance at our EGM**

Any shareholder whose rights to shares are registered with Hongkong Managers and Secretaries Limited (“HKMS”) and who wishes to view and listen to the EGM online is required to send his/her full name (as appears on his/her identification document) and phone number to the following email address: registrar@hkmanagers.com, not later than 48 hours before the appointed time and date of the EGM. Shareholders whose rights to shares are registered with HKMS may be required to present identification documents (sufficient for the Company and/or HKMS in their sole discretion to verify their identity against shareholders’ records) prior to being provided with the link to view the EGM online. Shareholders whose rights to shares are registered with HKMS should be able to access the live broadcast of the EGM using such link from the start of the EGM until its conclusion. However, the online link will not enable shareholders whose rights to shares are registered with HKMS to vote on any resolutions at the EGM online and therefore they may only vote on any resolution of the EGM in advance by proxy in accordance with the procedure as set out in the circular of the Company dated 9 September 2024.

For corporate shareholders who wish to attend the EGM online, please call HKMS’s hotline at (852) 3528 0290 for arrangement.

### **股東特別大會（「股東特別大會」）**

本公司股東特別大會將於二零二四年九月三十日加里寧格勒時間上午十時正（香港時間為下午四時正）假座 Hotel «Kaiserhof», Oktyabrskaya street, 6a, Kaliningrad, Russian Federation 舉行，股東可在線觀看大會實況直播。

### **線上出席股東特別大會**

任何股份權利於香港經理秘書有限公司作登記且有意在線觀看及聆聽股東特別大會的股東須於股東特別大會指定舉行時間及日期前 48 小時將其全名（於身份證明文件上顯示）及電話號碼發送至下列電郵地址：registrar@hkmanagers.com。於提供連結線上觀看股東特別大會之前，股份權利於香港經理秘書有限公司作登記的股東或須出示其身份證明文件（本公司及/或香港經理秘書有限公司足以全權酌情比對股東記錄以核實其身份）。股份權利於香港經理秘書有限公司作登記的股東應可於股東特別大會開始直至結束時使用該連結瀏覽股東特別大會的線上直播。然而，股份權利於香港經理秘書有限公司作登記的股東將無法在線上透過該線上連結就股東特別大會的任何決議案投票，因而彼等僅可按照日期為二零二四年九月九日之本公司通函載列的程序事先委任代表就股東特別大會的任何決議案投票。

就有意出席線上股東特別大會的公司股東而言，請致電香港經理秘書有限公司熱線(852) 3528 0290作出安排。