



# 遠洋集團 SINO-OCEAN GROUP

## 遠洋集團控股有限公司 Sino-Ocean Group Holding Limited

(Incorporated in Hong Kong with limited liability under the Hong Kong Companies Ordinance)  
(根據香港公司條例在香港註冊成立的有限公司)  
(Stock Code 股份代號: 03377)

### NOTIFICATION LETTER 通知信函

24 April 2025

Dear registered Shareholder,

**Sino-Ocean Group Holding Limited (the “Company”)**

**– Notice of publication of 2024 Annual Report, Circular, Notice of Annual General Meeting and Form of Proxy (the “Current Corporate Communication(s)”) and Sustainable Development Report 2024**

The Company’s Annual General Meeting will be held at 9:30 a.m. on Friday, 23 May 2025 at Meeting Room, 31st Floor, Tower A, Ocean International Center, 56 Dongsihuanzhonglu, Chaoyang District, Beijing, PRC. The English and Chinese versions of the Current Corporate Communications of the Company are now available on the Company’s website at [www.sinooceangroup.com](http://www.sinooceangroup.com) (the “Company’s website”) and The Stock Exchange of Hong Kong Limited’s website at [www.hkexnews.hk](http://www.hkexnews.hk) (the “SEHK’s website”). If you have elected to receive printed version(s) of the Corporate Communications of the Company, the printed version(s) of your choice of language(s) of the Current Corporate Communications are enclosed herewith.

If you have elected (or deemed to have elected) to read the Corporate Communications by electronic means through the Company’s website in place of printed versions, you may click the “Investor Relations” section on the home page of the Company’s website to access the Current Corporate Communications in the “Announcements” subsection or browse through the SEHK’s website. If for any reason, you have difficulty in receiving or gaining access to the Current Corporate Communications, the Company will, upon receiving your request in writing to the Company’s share registrar (the “Share Registrar”), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong or by email to [sinooceangroup.ecom@computershare.com.hk](mailto:sinooceangroup.ecom@computershare.com.hk), send the Current Corporate Communications to you in printed form free of charge. Nonetheless, such request does not constitute a change in your election.

With respect to all future Corporate Communications, please note that you are entitled, at any time by sending a notice in writing or by email to [sinooceangroup.ecom@computershare.com.hk](mailto:sinooceangroup.ecom@computershare.com.hk) to the Share Registrar, to change your choice of language and/or means of receipt of Corporate Communications in accordance with the relevant laws and regulations. Your request for the printed form will remain valid until the instruction has been revoked, superseded, or expired, or for one year from the date of receiving your instruction (whichever is earlier).

To ensure timely receipt of future Corporate Communications and Actionable Corporate Communications\*\*, the Company recommends you to provide your email address by scanning your personalized QR code printed on the enclosed reply form (the “Reply Form”). To make your election, please fill in the Reply Form and sign and return it by post or by hand to the Share Registrar. If you post the Reply Form in Hong Kong, you may use the mailing label in the Reply Form and need not to affix a stamp when returning your Reply Form. Otherwise, please affix an appropriate stamp.

The Company’s sustainable development report 2024 is published in electronic form only under the section headed “Sustainable Development” on the Company’s website and the SEHK’s website. If you wish to receive a printed copy of the Company’s sustainable development report 2024, you may send your request to the Share Registrar by post at the above address or by email to [sinooceangroup.ecom@computershare.com.hk](mailto:sinooceangroup.ecom@computershare.com.hk).

Should you have any queries relating to this letter, please call the Share Registrar’s service hotline at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding Hong Kong public holidays or send your query by email to [sinooceangroup.ecom@computershare.com.hk](mailto:sinooceangroup.ecom@computershare.com.hk).

Yours faithfully,  
By order of the Board  
**Sino-Ocean Group Holding Limited**  
**SUM Pui Ying**  
Company Secretary

\* Corporate Communications mean any document(s) 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 (a) the directors’ report, its annual accounts together with a copy of the auditor’s report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.

\*\* Actionable Corporate Communications mean any corporate communications issued or to be issued by the Company that seek instructions from its securities holders on how they wish to exercise their rights or make an election as the securities holders of the Company but exclude notices of general meeting and proxy forms.

各位登記股東：

**遠洋集團控股有限公司（「本公司」）**

**– 2024 年度報告、通函、股東周年大會通告及代表委任表格（「本次公司通訊」）及 2024 年度可持續發展報告之發佈通知**

本公司之股東周年大會將於 2025 年 5 月 23 日（星期五）上午 9 時 30 分假座中國北京朝陽區東四環中路 56 號遠洋國際中心 A 座 31 層會議室舉行。本公司本次公司通訊之英文及中文版現載於本公司網站 [www.sinooceangroup.com](http://www.sinooceangroup.com)（「本公司網站」）及香港聯合交易所有限公司的網站 [www.hkexnews.hk](http://www.hkexnews.hk)（「聯交所網站」）。如閣下已選擇收取本公司的公司通訊印刷本，現附上閣下所選擇的語言版本的本次公司通訊之印刷本。

如閣下已選擇（或被視為已選擇）透過電子方式經本公司網站瀏覽公司通訊，以代替印刷本，請在本公司網頁主頁按「投資者關係」在「公司公告」分項下瀏覽本次公司通訊，或可於聯交所網站瀏覽。如因任何理由以致收取或接收本次公司通訊時出現困難，只要經本公司股份過戶登記處（「股份過戶處」）香港中央證券登記有限公司，地址為香港灣仔皇后大道東 183 號合和中心 17M 樓，給予本公司書面要求，或電郵至 [sinooceangroup.ecom@computershare.com.hk](mailto:sinooceangroup.ecom@computershare.com.hk) 提出要求，收到要求後均可獲免費發送公司通訊的印刷本。儘管如此，該要求不會構成變更閣下之選擇。

就有關所有日後公司通訊，閣下可以隨時根據有關法例及規例經股份過戶處給予本公司書面通知，或電郵至 [sinooceangroup.ecom@computershare.com.hk](mailto:sinooceangroup.ecom@computershare.com.hk)，以更改閣下收取公司通訊語言版本及/或收取方式之選擇。閣下收取印刷本之有關要求將一直維持有效，直至該指示被撤銷、取代、或逾期，或直至收取到閣下之指示日期一年內（以較早者為準）。

為確保及時收到最新的公司通訊及可供採取行動的公司通訊\*\*，本公司建議閣下透過掃描隨本函附上的回條（「回條」）上列印的專屬二維碼以提供閣下的電子郵件地址。在行使上述選擇權時，請閣下填妥回條，並在回條上簽名，然後把回條寄回或親手交回股份過戶處。倘閣下在香港投寄回條，可使用回條上的郵寄標籤寄回，而毋須貼上郵票；否則，請貼上適當的郵票。

本公司 2024 年度可持續發展報告僅以電子形式上載於本公司網站「可持續發展」項下一節及聯交所網站。如閣下欲收取本公司 2024 年度可持續發展報告之印刷本，閣下可向股份過戶處（郵寄至上述地址或電郵至 [sinooceangroup.ecom@computershare.com.hk](mailto:sinooceangroup.ecom@computershare.com.hk) 提出有關要求。

如閣下對本函內容有任何疑問，請致電股份過戶處服務熱線(852) 2862 8688，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 時正或電郵至 [sinooceangroup.ecom@computershare.com.hk](mailto:sinooceangroup.ecom@computershare.com.hk) 查詢。

承董事局命  
**遠洋集團控股有限公司**  
公司秘書  
**沈培英**  
謹啟

二零二五年四月二十四日

\* 公司通訊即本公司刊發或將予刊發以供其任何證券持有人參照或採取行動的任何文件，包括但不限於：(a)董事局報告、年度賬目連同核數師報告及(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；及(f)代表委任表格。

\*\* 可供採取行動的公司通訊即本公司為尋求證券持有人指示其擬如何行使其證券持有人權利或以證券持有人身份作出選擇而發出之任何公司通訊（股東大會通告及代表委任表格除外）。

**No postage stamp necessary if posted in Hong Kong.**  
閣下寄回此回條時，請將郵寄標籤剪貼於信封上。  
**如在本港投寄毋須貼上郵票。**