

Web3 Meta Limited* 瓦普思瑞元宇宙有限公司

(Incorporated in the Cayman Islands with limited liability) (於開曼群島註冊成立之有限公司)

> (Stock Code: 8093) (股份代號: 8093)

TERMS OF REFERENCE OF THE AUDIT COMMITTEE

審核委員會職權範圍

(Adopted on 28 January 2015, and amended on 10 May 2016, 21 September 2018, 13 February 2019 and 10 December 2025) (於2015年1月28日採納及於2016年5月10日、2018年9月21日、2019年2月13日及2025年12月10日修訂)

* Change of name on 8 October 2024 名字變更於2024年10月8日

Web3 Meta Limited

瓦普思瑞元宇宙有限公司

(Incorporated in the Cayman Islands with limited liability) (於開曼群島註冊成立之有限公司)

> (Stock Code: 8093) (股份代號: 8093)

TERMS OF REFERENCE OF THE AUDIT COMMITTEE (THE "COMMITTEE") OF THE BOARD (THE "BOARD") OF DIRECTORS (THE "DIRECTORS") OF WEB3 META LIMITED (THE "COMPANY")

瓦普思瑞元宇宙有限公司(「本公司」) 董事(「董事」)會(「董事會」)審核委員會(「委員會」) 職權範圍

(中文本為翻譯稿,僅供參考用)

1. Constitution

1.1 The Committee is established pursuant to a resolution passed by the Board at its meeting held on 28 January 2015.

2. Membership

2.1 Members of the Committee shall be appointed by the Board from amongst the non-executive Directors (including independent non-executive Directors) and shall consist of not less than three members, a majority of whom should be independent non-executive Directors of the Company. At least one of the members shall be an independent non-executive Director with appropriate professional qualifications or accounting or related financial management expertise as required in Rule 5.05(2) of the Rules (the "GEM Listing Rules") Governing the Listing of Securities on the Growth Enterprise Market of The Stock Exchange of Hong Kong Limited (the "Stock Exchange").

組成

本委員會是按本公司董事會於 2015年1月28日舉行的會議通過 決議案成立的。

成員

2. Membership

- 2.2 A former partner of the Company's existing auditing firm shall be prohibited from acting as a member of the Committee for a period of at least two years from the date of the person ceasing:
 - (a) to be a partner of the firm; or
 - (b) to have any financial interest in the firm, whichever is later.
- 2.3 The chairman of the Committee shall be appointed by the Board and shall be an independent non-executive Director.
- 2.4 The company secretary of the Company shall be the secretary of the Committee. In the absence of the secretary of the Committee, Committee members present at the meeting may elect among themselves or appoint another person as the secretary for that meeting.
- 2.5 The appointment of the members of the Committee may be revoked, replaced or additional members may be appointed to the Committee by separate resolutions passed by the Board and by the Committee. An appointment of Committee member shall be automatically revoked if such member ceases to be a member of the Board.

<u>成 員</u>

現時負責審核本公司帳目的核數公司的前任合夥人在以下日期(以日期較後者為準)起計至少兩年內,不得擔任委員會的成員:

- (a) 該名人士終止成為該公司 合夥人的日期;或
- (b) 該名人士不再享有該公司 財務利益的日期。

委員會主席由董事會委任及必 須是獨立非執行董事。

本公司的公司秘書為委員的秘書。如委員會秘書缺席,出席的委員將在他們當中選出秘書或委任其他人擔任該會議的秘書。

經董事會及委員會分別通過決議,方可委任額外、更替、或罷免委員會成員。如該委員會成員不再是董事會的成員,該委員會成員的任命將自動撤銷。

3. Proceedings of the Committee

convened.

會議程序

3.1 *Notice:*

(a) Unless otherwise agreed by all the Committee members, a meeting shall be called by at least seven days' notice (and in any event not less than three days) before the intended date of the Committee meeting. Such notice shall be sent to each member of the Committee, and to any other person invited to attend. Irrespective of the length of notice being given, attendance of a Committee member at a meeting constitutes a waiver of such notice unless the Committee member attending the meeting attends for the express purpose of objecting, at the beginning of the meeting, to the transaction of any business on the grounds that the meeting has not been properly

- (b) A Committee member may and, on the request of a Committee member, the secretary to the Committee shall, at any time summon a Committee meeting. Notice shall be given to each Committee member in person orally or in writing or by telephone or by email or by facsimile transmission at the telephone or facsimile or address or email address from time to time notified to the secretary by such Committee member or in such other manner as the Committee members may from time to time determine.
- (c) Any notice given orally shall be confirmed in writing as soon as practicable and before the meeting.

會議通知:

- (c) 口頭方式作出的會議通知, 應儘快(及在會議召開前)以 書面方式確實。

3. Proceedings of the Committee

- (d) An agenda together with other documents which may be required to be considered by the members of the Committee for the purposes of the meeting should generally be delivered to all Committee members seven days (and in any event not less than three days) before the intended date of the Committee meeting (or such other period as all the Committee members may agree).
- 3.2 **Quorum:** The quorum of the Committee meeting shall be two members of the Committee, and a majority of which shall be the independent non-executive Directors.
- 3.3 Attendance: The Company's staff having accounting and financial reporting functions, the Head of Internal Audit (or any officer(s) assuming the relevant functions but having a different designation) and representative(s) of the external auditors shall normally attend meetings of the Committee. Other Board members shall also have the right of attendance. However, at least once a year the Committee shall meet with the external auditors without the presence of executive Directors and the management of the Company.
- 3.4 *Frequency:* Meetings shall be held at least twice annually or more frequently if circumstances require. The external auditors may request the chairman of the Committee to convene a meeting, if they consider that one is necessary.
- 3.5 Meetings may be held in person, or by means of telephone, electronic or other communication facilities as permit all persons participating in the meeting to communicate with each other simultaneously and instantaneously, and participation in such a meeting shall constitute presence in person at such meeting.

委員會會議程序

(d) 議程及隨附需委員就該會 議目的而審閱的有關文件 一般在預期召開委員會會 議前七天(無論如何不少於 三天)(或經所有委員同意的 其他時段)送達各成員參閱。

法定人數:委員會會議法定人數為兩位成員,而大部份出席的成員須為獨立非執行董事。

開會次數:每年最少開會兩次或多於兩次(若有所需)。如外聘核數師認為需要,可要求委員會主席召開會議。

會議可由委員會成員親身出席, 或以電話、電子、或其他可讓出 席會議的人員同時及即時與對 方溝通的方式進行,而以上述 方式出席會議等同於親身出席 有關會議。

3. Proceedings of the Committee

3.6 **Voting:** Resolutions of the Committee at any meetings shall be passed by a majority vote of members of the Committee present at such meeting.

4. Written resolutions

4.1 A resolution in writing signed by all the Committee members shall be as valid and effectual as if it had been passed at a meeting of the Committee and may consist of several documents in like form each signed by one or more of the Committee members.

5. Alternate Committee members

5.1 A Committee member may not appoint any alternate.

6. Authority of the Audit Committee

- 6.1 The Committee may exercise the following powers:
 - (a) to seek any information it requires from any employee of the Company and its subsidiaries (hereinafter collectively referred to as "Group") and any professional advisers (including auditors), to require any of them to prepare and submit reports and to attend Committee meetings and to supply information and address the questions raised by the Committee;
 - (b) to monitor whether the Group's management has, in the performance of their duties, infringed any policies set by the Board or any applicable law, regulation and code (including the GEM Listing Rules and other rules and regulations from time to time determined by the Board or a committee thereof);

<u>委員會會議程序</u>

投票:委員會在任何會議上之 決議須經於有關會議在席之委 員會會員以過半數通過。

書面決議

經由委員會全體成員簽署通過 的書面決議案與經由委員會會 議通過的決議案具有同等效力, 而有關書面決議案可由一名或 以上委員會成員簽署格式類似 的多份文件組成。

委任代表

委員會成員不能委任代表。

委員會的權力

委員會可以行使以下權力:

- (a) 向本公司及其任何附屬公司(合稱「本集團」)的任何僱員及專業顧問(包括核數師)索取其所需的資料、要求上述人士準備及提交報告、出席委員會會議並提供所需資料及解答委員會提出的問題;
- (b) 監控本集團管理人員在履行職務時有否違反董事會 訂下的政策或適用的法律、 法規及守則(包括GEM上市 規則及董事會或其委員會 不時訂立的規則);

6. Authority of the Audit Committee

(c) to investigate any activity within these terms of reference and all suspected fraudulent acts involving the Group and request the

management to make investigation and submit

reports;

(d) to review the Group's internal control procedures and system;

- (e) to review the performance of the Group's employees in the accounting and internal audit department;
- (f) to make recommendations to the Board for the improvement of the Group's internal control procedures and system;
- (g) to request the Board to dismiss any employees and/or to convene a shareholders' meeting (if necessary) for purposes of revoking the appointment of any Director if there is evidence showing that the relevant Director and/or employee has failed to discharge his duties properly;
- (h) to request the Board to take all necessary actions, including convening an extraordinary general meeting, to replace and dismiss the auditors of the Group;
- (i) to obtain outside legal or other independent professional advice at the expenses of the Company on any matters within these terms of reference as it considers necessary and to secure the attendance of outsiders with relevant experience and expertise, if it considers this necessary;
- (j) to commission reports or surveys as are necessary to assist in the performance of its duties at the cost of the Company;

審核委員會的權力

- (c) 調查本職權範圍中的任何 活動及所有涉及本集團的 懷疑欺詐事件及要求管理 層就此等事件作出調查及 提呈報告;
- (d) 評審本集團內部監管措施 及系統;
- (e) 評審本集團的會計及內部 核數部門僱員的表現;
- (f) 向董事會提出建議改善本 集團內部監控措施或系統;
- (g) 在有證據顯示該董事及/或 僱員失職時,要求董事會罷 免有關僱員及/或召開股東 大會(如有需要)罷免有關的 董事;
- (h) 要求董事會採取任何必要 行為,包括召開特別股東大 會,更替及罷免本集團的核 數師;
- (i) 如委員會覺得有需要,可就 涉及本職權範圍的事宜對 外尋求法律或其他獨立專 業意見,並由本公司支付有 關費用,以及確保具相關經 驗及專業才能的獨立第三 方出席委員會會議;
- (j) 如委員會覺得有需要,可委 託製作報告或進行調查以 協助履行其職務,並由本公 司支付有關費用;

6. Authority of the Audit Committee

(k) to have access to sufficient resources in order to perform its duties;

- (l) to review annually these terms of reference and their effectiveness in the discharge of its duties and to make recommendation to the Board any changes it considers necessary; and
- (m) to exercise such powers as the Committee may consider necessary and expedient so that their duties under section 7 below can be properly discharged.
- 6.2 The Committee should be provided with sufficient resources to perform its duties.

7. Duties

7.1 The duties of the Committee shall be:

Relationship with the Company's auditors

- (a) to be primarily responsible for making recommendations to the Board on the appointment, reappointment and removal of the external auditor, and to approve the remuneration and other terms of engagement of the external auditor, and any questions of its resignation or dismissal;
- (b) to review and monitor the external auditor's independence and objectivity and the effectiveness of the audit process in accordance with applicable standards. The Committee should discuss with the auditor the nature and scope of the audit and reporting obligations before the audit commences;
- (c) where more than one audit firm is engaged, to discuss with each of the audit firms the nature and scope of the audit and reporting obligations and ensure co-ordination between audit firms before the audit commences:

審核委員會的權力

- (k) 可取得足夠資源以履行其職務;
- (I) 每年檢討本職權範圍及其 有效性以履行其職責,如委 員會覺得有需要,可向董事 會提出修改建議;及
- (m) 為使委員會能恰當地執行 其於第七章項下的責任,行 使其認為有需要及權宜的 權力。

委員會應獲供給充足資源以履行其職責。

責 任

委員會負責履行以下責任:

與本公司核數師的關係

- (a) 主要負責就外聘核數師的委任、重新委任及罷免向董事會提供建議、批准外聘核數師的薪酬及聘用條款,及處理任何有關該核數師的問題;
- (b) 按適用的標準檢討及監察 外聘核數師是否獨立客觀 及核數程序是否有效。委員 會應於核數工作開始前先 與核數師討論核數性質及 範疇及有關申報責任;
- (c) 如多於一家外聘核數師公司參與核數工作時,於核數工作開始前先與每一外聘核數師公司討論核數性質及範疇及有關申報責任,及確保他們能互相配合;

7. <u>Duties</u>

(d) to develop and implement policy on engaging an external auditor to supply non-audit services. For this purpose, "external auditor" includes any entity that is under common control, ownership or management with the audit firm or any entity that a reasonable and informed third party knowing all relevant information would reasonably conclude to be part of the audit firm nationally or internationally. The Committee should report to the Board, identifying and making recommendations on any matters where action or improvement is needed;

Review of the Company's financial information

- (e) to monitor the integrity of the Company's financial statements and annual report and accounts, interim report and quarterly reports, and to review significant financial reporting judgments contained in them;
- (f) in reviewing these reports (the Company's annual report and accounts, interim report and quarterly report) before submission to the Board, the Committee should focus particularly on:
 - (i) any changes in accounting policies and practices;
 - (ii) major judgmental areas;
 - (iii) significant adjustments resulting from the audit;
 - (iv) the going concern assumption and any qualifications;
 - (v) compliance with accounting standards;
 - (vi) compliance with the GEM Listing Rules and legal requirements in relation to financial reporting;

責 任

(d) 就好的 (d) 就好的 (d) 就好的 (d) 就好的 (d) 那時 (d) 我们的 (d) 我们的的 (d) 我们的 (d) 我

審閱本公司的財務資料

- (e) 監察本公司的財務報表以及年度報告及帳目、中期報告及季度報告的完整性,並審閱報表及報告所載有關財務申報的重大意見;
- (f) 在向董事會提交有關(本公司的年度報告及帳目、中期報告及季度報告)報表及報告前,委員會應特別針對下列事項加以審閱:
 - (i) 會計政策及實務的任何 更改;
 - (ii) 涉及重要判斷性的地方;
 - (iii) 因核數而出現的重大調整;
 - (iv) 持繼續經營的假設及任何保留意見;
 - (v) 是否遵守會計準則;
 - (vi) 是否遵守有關財務申報 的GEM上市規則及法律 規定;

7. <u>Duties</u>

- (vii) the fairness and reasonableness of any connected transaction and the impact of such transaction on the profitability of the Group and whether such connected transactions, if any, have been carried out in accordance with the terms of the agreement governing such transactions;
- (viii) whether all relevant items have been adequately disclosed in the Group's financial statements and whether the disclosures give a fair view of the Group's financial conditions;
- (ix) any significant or unusual items that are, or may need to be, reflected in such reports and accounts; and
- (x) the cash flow position of the Group;

and to provide advice and comments thereon to the Board;

- (g) in regard to (f) above:
 - (i) members of the Committee should liaise with the Board and senior management of the Group and the Committee must meet, at least twice a year, with the Company's auditors; and
 - (ii) the Committee should consider any significant or unusual items that are, or may need to be, reflected in the reports and accounts, it should give due consideration to any matters that have been raised by the Company's staff responsible for the accounting and financial reporting function, compliance officer or auditors;

<u>責</u> 任

- (vii) 關連交易安排是否屬公 平合理及對本集團盈利 的影響及該等關連交 易,如有,是否按照有 關協議的條款而執行;
- (viii)是否所有相關項目已足 夠地披露於本集團的財 務報表,及有關披露是 否可以公平地展示本集 團的財政狀況;
- (ix) 在該等報告及帳目中所 反映或需反映的任何重 大或不尋常項目;及
- (x) 本集團現金流量的狀況; 並就此向董事會提供建議 及意見;
- (g) 就上述(f)項而言:
 - (i) 委員會成員應與董事會 及本集團的高級管理人 員進行商議。委員會須 至少每年與本公司的核 數師開會兩次;及

7. <u>Duties</u>

(h) to discuss problems and reservations with the auditors arising from the interim and final audits, and any matters the auditors may wish to discuss (in the absence of management where necessary);

Oversight of the Company's financial reporting system, risk management and internal control systems

- to review the Company's financial controls, internal control and to review the Company's risk management and internal control systems;
- (j) to discuss the risk management and internal control systems with management to ensure that management has performed its duty to have effective systems. This discussion should include the adequacy of resources, staff qualifications and experience, training programmes and budget of the Company's accounting and financial reporting function;
- (k) to consider major investigation findings on risk management and internal control matters as delegated by the Board or on its own initiative and management's response to these findings;
- (1) where an internal audit function exists, to ensure co-ordination between the internal and external auditors, and to ensure that the internal audit function is adequately resourced and has appropriate standing within the Company, and to review and monitor its effectiveness;
- (m) to review the Group's financial and accounting policies and practices;

責 任

(h) 與核數師討論中期評審及 年度審核所遇上的問題及 作出的保留、及核數師認為 應當討論的其他事項(管理 層可能按情況而須避席此 等討論);

監管本公司財務申報制度、風險管理及內部監控系統

- (i) 檢討本公司的財務監控,以及檢討本公司的風險管理 及內部監控系統;
- (k) 主動或應董事會的委派,就有關風險管理及內部監控事宜的重要調查結果及管理層對調查結果的回應進行研究;
- (I) 如果設有內部審核功能,須 確保內部和外聘核數師工 作得到協調、也須確保內部 審核功能有足夠資源運作; 並且在本公司內部有適當 的地位;以及檢討及監察其 成效;
- (m) 檢討本集團的財務及會計 政策及實務;

7. <u>Duties</u>

- (n) to review the external auditor's management letter, any material queries raised by the auditor to management about accounting records, financial accounts or systems of control and management's response;
- (o) to ensure that the Board will provide a timely response to the issues raised in the external auditor's management letter;
- (p) to conduct exit interviews with any Director, financial controller, risk management manager, internal control manager or internal audit manager upon their resignation in order to ascertain the reasons for his/their departure;
- (q) to prepare work reports for presentation to the Board and to prepare summary of work reports for inclusion in the Group's annual reports;
- (r) to consider the appointment of any person to be a Committee member, auditors and accounting staff either to fill a casual vacancy or as an additional Committee member, auditors and accounting staff or dismissal of any of them;
- (s) to report to the Board on the matters set out above;
- (t) to review arrangements employees of the Company can use, in confidence, to raise concerns about possible improprieties in financial reporting, internal control or other matters. The Committee should ensure that proper arrangements are in place for fair and independent investigation of these matters and for appropriate follow-up action;

責 任

- (n) 檢查外聘核數師給予管理層的《審核情況説明函件》、核數師就會計紀錄、財務帳目或監控系統向管理層提出的任何重大疑問及管理層作出的回應;
- (o) 確保董事會及時回應於外 聘核數師給予管理層的《審 核情況説明函件》中提出的 事宜;
- (p) 於董事、財務總監、風險管理經理、內部監控經理或內部核數部門主管離職時,接見有關人員並瞭解其離職原因;
- (q) 就期內的工作草擬報告及 概要報告;前者交董事會審 閱,後者刊於本集團的年度 報告;
- (r) 考慮委任任何人士作為審 核委員會成員、核數師、財 務工作人員,以填補空缺或 增設有關職務或考慮罷免 上述任何人士;
- (s) 就上述事宜向董事會彙報;
- (t) 檢討本公司設定的以下安排: 本公司僱員可暗中就財務 彙報、內部監控或其他方面 可能發生的不正當行為提 出關注。委員會應確保有適 當安排,讓本公司對此等事 宜作出公平獨立的調查及 採取適當行動;

7. <u>Duties</u>

- (u) to act as the key representative body for overseeing the Company's relations with the external auditor;
- (v) to consider and implement other matters, as defined or assigned by the Board from time to time.

8. Veto rights of the Committee

- 8.1 The Committee has the following veto rights notwithstanding approval by the Board. The Group cannot implement any of the following matters which has been vetoed by the Committee:
 - (a) to approve any connected transaction within the meaning of the GEM Listing Rules which requires an independent shareholders' vote (unless the approval of such connected transaction is made conditional on the obtaining of the approval of the independent non-executive Directors and the independent shareholders); and
 - (b) to employ or dismiss the Group's financial controller or the internal audit manager.

9. Minutes and reporting procedures

9.1 The secretary shall, at the beginning of each meeting, ascertain and record the existence of any conflicts of interest and minute them accordingly. The relevant member of the Committee shall not be counted towards the quorum and he must abstain from voting on any resolution of the Committee in which he or any of his close associates has a material interest.

責 任

- (u) 擔任本公司與外聘核數師 之間的主要代表,負責監察 二者之間的關係;
- (v) 考慮及執行董事會委派的 其他事項。

委員會的否決權

儘管已獲董事會批准,委員會就下列事項有否決權。本集團不能執行委員會否決的以下事情:

- (a) 批准任何屬GEM上市規則 所界定及須經過獨立股東 批准才可進行的關連交易(如 果批准此等交易是有條件 性的,而條件是本公司獨立 非執行董事及獨立股東批 准有關交易,則不在此限。); 及
- (b) 聘用或罷免本集團的財務 總監或內部核數部門主管。

會議紀錄及彙報程序

秘書應在每次會議開始時查問 是否有任何利益衝突並員與 會議紀錄中。有關的委員,相關 員將不計入法定人數內,繫別 委員就他或其任何緊密議必 有重大利益的委員會決議必 放棄投票。

9. Minutes and reporting procedures

- 9.2 Full minutes of Committee meetings shall be kept by a duly appointed secretary of the meeting (who should normally be the company secretary). Draft and final versions of minutes of the Committee meetings should be sent to all Committee members for their comment and records within a reasonable time after the meeting (generally, meaning within 14 days after the meeting). Once the minutes are signed, the secretary shall circulate the minutes and reports of the Committee to all members of the Board.
- 9.3 The secretary of the Committee shall keep record of all meetings of the Committee held during each financial year of the Company and records of individual attendance of members of the Committee, on a named basis, at meetings held during that financial year.

10. Reporting responsibilities

10.1 The Committee shall report to the Board after each meeting.

11. Annual general meeting

- 11.1 The chairman of the Committee or in his absence, another member of the Committee or failing this, his duly appointed delegate, shall attend the annual general meeting of the Company and be prepared to answer questions at the annual general meeting on the Committee's activities and their responsibilities.
- 11.2 Company's management should ensure the external auditor attend the annual general meeting to answer questions about the conduct of the audit, the preparation and content of the auditors' report, the accounting policies and auditor independence.

會議紀錄及彙報程序

委員會秘書應將就本公司財政 年度年內委員會所有會議的會 議紀錄存檔,以及具名紀錄每 名成員於委員會會議的出席率。

彙報責任

委員會應於每次委員會會議後 向董事會作出彙報。

股東周年大會

委員會的主席,或在委員會主席,或在委員會的主席,或在委員(或當問題)。 在委員(或當問題)。 在委員(或當問題)。 在委員會的主席本公司的問題。

本公司的管理層應確保外聘核數師出席股東周年大會,回答有關審核工作,編製核數師報告及其內容,會計政策以及核數師的獨立性等問題。

12. <u>Continuing application of the articles of</u> 本公司組織章程的持續適用 association of the Company

12.1 The articles of association of the Company regulating the meetings and proceedings of the Directors so far as the same are applicable and are not replaced by the provisions in these terms of reference shall apply to the meetings and proceedings of the Committee.

就前文未有作出規範,但本公司章程細則作出了規範的董事會會議程序的規定,在可行的情況下適用於委員會的會議程序。

13. Powers of the Board

13.1 The Board may, subject to compliance with the articles of association of the Company and the GEM Listing Rules (including the Corporate Governance Code set out in Appendix C1 to the GEM Listing Rules or if adopted by the Company, the Company's own code of corporate governance practices), amend, supplement and revoke these terms of reference and any resolution passed by the Committee provided that no amendments or supplements to and revocation of these terms of reference and the resolutions passed by the Committee shall invalidate any prior act and resolution of the Committee which would have been valid if such terms of reference or resolution had not been amended, supplemented or revoked.

董事會權力

14. <u>Publication of the terms of reference of the</u> Committee

14.1 The Committee should make available its terms of reference, explaining its role and the authority delegated to it by the Board by including them on the website of the Company and on the website of the Stock Exchange.

委員會職權範圍的刊登

委員會應在本公司的網站及聯交所的網站公開其職權範圍,解釋其角色及董事會轉授予其的權力。