

# 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 NOMINATION COMMITTEE

提名委員會職權範圍

(Adopted on 28 January 2015 and amended on 21 September 2018 and 29 September 2023 and 10 December 2025) (於2015年1月28日採納並於2018年9月21日、2023年9月29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

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TERMS OF REFERENCE OF THE NOMINATION 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」)提名委員會(「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 Directors of the Company and shall consist of not less than three members and a majority of whom shall be independent non-executive Directors of the Company. At least one Director of a different gender to the Nomination Committee should be appointed.
- 2.2 The Chairman of the Committee shall be the chairman of the Board or an independent non-executive Director.

2.3 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.

# 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

委員會成員由董事會從董事中委任,委員會人數最少三名,而大部份之成員須為本公司的獨立非執行董事。應至少委任一名不同性別的董事為提名委員會成員。

委員會主席由董事會主席或獨立非執行董事擔任。

本公司的公司秘書為委員會的秘書。當委員會秘書缺席的時候,出席委員會會議的成員,可互選或委任另一人作為該次會議的秘書。

# 2. Membership

2.4 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.

#### 3. Proceedings of the Committee meeting

#### 3.1 *Notice of the meeting:*

(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 sufficient 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 convened.

# 成員

經董事會及委員會分別通過決議,方可委任額外、撤銷或更替委員會成員。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。

#### 委員會會議程序

# 會議通知:

#### 3. Proceedings of the Committee

- (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.
- (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 for perusal 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 *Frequency:* Meetings shall be held at least once a year to review, formulate and consider the nomination procedures as regards the appointment, reappointment and removal of Directors, their implementation during the year and to make recommendations to the Board on candidates for appointment as Directors, and to review the policy on Board diversity and any measurable objectives for implementing such policy from time to time adopted by the Board, and progress on achieving these objectives.

# 會議程序

- (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。
- (d) 議程及隨附有關文件一般 在預期召開委員會會議前 七天(無論如何不少於三天) (或其他經所有委員同意的 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。

# 3. Proceedings of the Committee

- 3.4 Meetings may be held in person, or by means of such 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.
- 3.5 **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 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, 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 review the performance of the Directors and the independence of independent nonexecutive Directors in relation to their appointment or reappointment as Directors;

#### 會議程序

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。

**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」)的任何附屬公司(合稱「本集團」)的任何雇員及專業顧問索取其所需的資料、要求上述人士準備及提交報告、出席委員會籍。 議並提供所需資料及解答委員會提出的問題;
- (b) 就董事的委任或重新委任, 評審有關董事的表現及有 關獨立非執行董事的獨立性;

#### 6. Authority of the Committee

- (c) to obtain, at the Company's expenses, outside legal or other independent professional advice on or assistance to any matters within these terms of reference, including the advice of independent human resource consultancy firm or other independent professionals, and to secure the attendance of outsiders with relevant experience and expertise at its meetings as it considers necessary. The Committee shall have full authority to commission any search (including without limitation litigation, bankruptcy and credit searches), report, survey or open recruitment which it deems necessary to help it fulfill its duties and should be provided with sufficient resources to discharge its duties;
- (d) 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
- (e) 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 Company should provide the Committee sufficient resources to perform its duties.

# 7. Duties of the Committee

- 7.1 The duties of the Committee shall be:
  - (a) to review the structure, size and composition (including the skills, knowledge, experience and diversity of perspectives) of the Board at least annually, assisting the Board in maintaining a board skill matrix, and make recommendations on any proposed changes to the Board to complement the Company's corporate strategy;

## 委員會的權力

- (d) 對本職權範圍及履行其職權的有效性作每年一次的檢討並向董事會提出其認為須要的修訂建議;及
- (e) 為使委員會能恰當地執行 其於第七章項下的職責,行 使其認為有需要及權宜的 權力。

本公司應提供充足資源予委員會以履行其職責。

# 委員會的職責

委員會負責履行以下職責:

(a) 至少每年檢討董事會的架構、人數及組成(包括技能、知識、經驗及多元化觀點),協助董事會編制董事會技能表,並就任何為配合本公司策略而擬對董事會作出的變動提出建議;

#### 7. Duties of the Committee

- (b) to identify individuals suitably qualified to become members of the Board and select or make recommendations to the Board on the selection of individuals nominated for directorships in a transparent and fair manner and in accordance with the Company's diversity policy;
- (c) to assess the independence of the independent non-executive directors and to assess (and disclose relevant information on such assessment) each director's time commitment and contribution to the board, as well as the director's ability to discharge his or her responsibilities effectively, taking into account professional qualifications and work experience, existing directorships of issuers listed on the Main Board or GEM and other significant external time commitments of such director and other factors or circumstances relevant to the director's character, integrity, independence and experience;
- (d) to assist the achievement of gender diversity at the Board level and review the implementation and effectiveness of the Company's policy on Board diversity on an annual basis;
- (e) to provide to the Board all the information necessary to enable the Company to prepare the corporate governance report to be included in its annual report. The Committee shall disclose in the Company's corporate governance report the policy for the nomination of directors, which should including the nomination procedures and the process and criteria adopted by the Committee to select and recommend candidates for directorship during the year;

- (b) 以透明、公平的方式並根據 本公司的多元化政策物色 具備合適資格可擔任董事 會成員的人士,並挑選提名 有關人士出任董事或就此 向董事會提供意見;
- (d) 協助董事會層面上實現性 別多元化,並每年檢討本公 司董事會多元化政策的實 施情況及成效;

## Web3 Meta Limited

# 瓦普思瑞元宇宙有限公司 TERMS OF REFERENCE OF THE NOMINATION COMMITTEE 提名委員會職權範圍

#### 7. Duties of the Committee

- (f) to make recommendations to the Board on:
- (f) 向董事會提呈下列事項的 建議:
- (i) the role, responsibilities, capabilities, skills, knowledge, experience and diversity of perspectives required from members of the Board;
- (i) 作為董事會成員所應有 的角色、責任、能力、技 術、知識、經驗及多元 化觀點;
- (ii) the policy on the terms of employment of non-executive Directors;
- (ii) 委聘非執行董事的政策;
- (iii) the composition of the audit committee, remuneration committee and other board committees of the Company;
- (iii) 審核委員會、薪酬委員 會及其他董事會委員會 的組成;
- (iv) proposed changes to the structure (including diversity), size and composition of the Board to complement the Company's corporate strategy;
- (iv) 為配合本公司的企業策略而擬對董事會的架構(包括多元性)、人數及組成提出的變動;
- (v) candidates suitably qualified to become members of the Board;
- (v) 具備合適資格擔任董事 的人士;
- (vi) the selection of individuals nominated for directorship;
- (vi) 挑選被提名人士出任董 事;
- (vii) the re-election of any Directors who are to retire by rotation having regard to their performance and ability to continue to contribute to the Board;
- (vii) 輪流退任董事的重新委任,於此,須考慮其等的工作表現及對董事會繼續作出貢獻的能力;

#### 7. Duties of the Committee

- (viii) the continuation (or not) in service of any independent non-executive Director serving more than nine years and to provide recommendation to the shareholders of the Company as to how to vote in the resolution approving the re-election of such independent non-
- (ix) the appointment or re-appointment of Directors;

executive Director;

- (x) succession planning for Directors in particular the chairman and the chief executive; and
- (xi) the policy concerning the diversity of Board members, and the measurable objectives for implementing such policy;
- (e) to give full consideration to the following in the discharge of its duties as mentioned above or elsewhere in these terms of reference:
  - (i) succession planning of Directors;
  - (ii) leadership needs of the Group with a view of maintaining or fostering the competitive edge of the Group over others;
  - (iii) changes in market environment and commercial needs of the market in which the Group operates;
  - (iv) the skills and expertise required from members of the Board:
  - (v) the Board's policy concerning diversity of Board members adopted from time to time; and
  - (vi) the relevant requirements of the GEM Listing Rules with regard to directors of a listed issuer;

- (viii)在任多於九年的獨立非 執行董事的去留問題, 並就該等獨立非執行董 事的重選連任與否向本 公司股東就有關決議案 投票贊成與否提供建議;
- (ix) 董事委任或重新委任董 事;
- (x) 董事繼任計劃(尤其是 主席及行政總裁);及
- (xi) 關於董事會成員多元化 的政策,以及執行該政 策的可衡量目標;
- (e) 在履行上述責任或本職權 範圍項下的其他責任,對下 列各項給予充份考慮:
  - (i) 董事接替計劃;
  - (ii) 本集團為保持或加強本 集團的競爭優勢所需要 的領導才能;
  - (iii) 市場環境的轉變及本集 團營運市場的商業需要;
  - (iv) 董事會成員所須具備的 技能及專才;
  - (v) 由董事會不時採納的關於董事會成員多元化的政策;及
  - (vi) GEM上市規則對上市發 行人的董事的相關要求;

#### 7. Duties of the Committee

- (vii) in respect of any proposed service contracts to be entered into by any members of the Group with its director or proposed director, which require the prior approval of the shareholders of the Company at general meeting under rule 17.90 of the GEM Listing Rules, to review and provide recommendations to the shareholders of the Company (other than shareholders who are directors with a material interest in the relevant service contracts) as to whether the terms of the service contracts are fair and reasonable and whether such service contracts are in the interests of the Company and the shareholders as a whole, and to advise shareholders on how to vote:
- (viii) to ensure that on appointment to the Board, non-executive Directors receive a formal letter of appointment setting out what is expected of them in terms of time commitment, committee service and involvement outside meetings of the Board;
- (ix) to conduct exit interviews with any Director upon their resignation in order to ascertain the reasons for his departure;

- (viii)確保每位被委任的非執 行董事於被委任時均取 得正式委任函件,當中 須訂明對其等之要求之 包括工作時間、董事會 委員會服務要求及參與 董事會會議以外的工作;
- (ix) 會見辭去本公司董事職 責的董事並瞭解其離職 原因;

#### 7. Duties of the Committee

- (x) to implement and review the Board diversity policy of the Company (the "Board Diversity Policy"); recommend any revisions of the Board Diversity Policy to the Board; review the measurable objectives that the Board has set for implementing the Board Diversity Policy and the progress on achieving the objectives; and disclose the Board Diversity Policy or a summary of such policy, which should include information on measurable objectives (e.g. numerical targets and timelines) that it has set for the promotion of gender diversity on its board and the measures the issuer has adopted to develop a pipeline of potential successors to the board to achieve gender diversity; and the results of the issuer's review of the implementation of its board diversity policy conducted during the year (including progress towards the issuer's objectives and how the Company has arrived at its conclusion) and its review results in the Company's corporate governance report annually;
- (xi) to be aware of the factors which may affect a director's time commitment to the Company, including but not limited to:
  - directorships at another company undergoing a period of particularly increased activity, such as an acquisition or a takeover;
  - (ii) chairing the Company's board and/ or board committees:
  - (iii) membership of board committees;

- (x) 實施及檢討本公司董事 會成員多元化政策(「董 事會多元化政策]),並 向董事會建議該政策的 修訂;檢討董事會為實 施董事會多元化政策而 設定的可衡量目標以及 實現這些目標的進度; 在本公司每年的企業管 治報告中披露董事會多 元化政策或其摘要,當 中應包括為推行董事會 成員性別多元化而定的 可計量目標(例如目標 數字和時間表)及發行 人為建立一個可以達到 性別多元化的潛在董事 繼任人人才庫所採取的 措施的資料;及發行人 於年內對董事會多元化 政策實施情況的檢討結 果(包括實現發行人目 標的進度及本公司如何 得出其結論)以及其審 查結果;及
- (xi) 瞭解可能影響董事對本 公司投入時間的因素, 包括但不限於:
  - (i) 在另一家公司擔任 董事,且該公司正 處於一段活動特別 多的時期,例如收 購或被收購;
  - (ii) 擔任本公司董事會 及/或董事委員會 主席;
  - (iii) 身為董事委員會成 員;

#### 7. Duties of the Committee

- (iv) acting as chief executive officer or full time executive director for another company; and
- (v) being an INED for multiple boards and taking up significant commitments at government or nonprofit making bodies;
- (xii) to ensure disclosure will be made in the circular to shareholders and/or explanatory statement accompanying the notice of the relevant general meeting where the Board proposes a resolution to elect an individual as an INED at the general meeting:
  - (i) the process used for identifying the individual and why the Board believes the individual should be elected and the reasons why it considers the individual to be independent;
  - (ii) if the proposed INED will be holding their seventh (or more) listed company directorship, why the Board believes the individual would still be able to devote sufficient time to the Board:
  - (iii) the perspectives, skills and experience that the individual can bring to the Board; and
  - (iv) how the individual contributes to diversity of the Board;
- (xiii) to consider and implement other matters, as defined or assigned by the Board from time to time.

- (iv) 擔任另一家公司的 行政總裁或全職執 行董事;及
- (v) 擔任多個董事會的 獨立非執行董事, 並在政府或非牟利 機構承擔重大責任;
- (xii)確保在董事會擬召開以 提呈決議案選舉某個人 為獨立非執行董事的相 關股東大會通知隨附的 致股東通函及/或解釋 性聲明中披露:
  - (i) 用以識別有關人土 的程序,及董事自 認為應選任該名人 士的理由以及其認 為該名人士屬獨立 人士的原因;
  - (ii) 如擬委任的獨立非 執行董事將擔任市公 司之董事,董事會 為有充足時間為 事會效力的原因;
  - (iii) 該名人士可向董事 會提供的觀點、技 能及經驗;及
  - (iv) 該名人士對董事會 多元化的貢獻;
- (xiii)考慮及執行董事會委派 的其他事項。

#### 7. Duties of the Committee

- f) to review and disclose the policy for nomination of Directors (the "Nomination Policy") implemented, as appropriate, and a summary of the work during the year in the Company's corporate governance report annually. The Nomination Policy shall set out, inter alia, the nomination procedures, process and criteria to select and recommend candidates for directorship during the year;
- (g) where the Board proposes a resolution to elect an individual as an independent non-executive Director at the general meeting, it should set out in the circular to shareholders and/or explanatory statement accompanying the notice of the relevant general meeting:
  - (i) the process used for identifying the individual and why the Board believes the individual should be elected and the reasons why it considers the individual to be independent;
  - (ii) if the proposed independent nonexecutive Director will be holding their seventh (or more) directorship of an issuer listed on the Main Board or GEM, why the Board believes the individual would still be able to devote sufficient time to the Board:
  - (iii) the perspectives, skills and experience that the individual can bring to the Board; and
  - (iv) how the individual contributes to diversity of the Board.

- (f) 檢討及披露實施的董事提 名政策(「提名政策」)及該年 的工作摘要,視情況而定每 年於本公司的企業管治報 告中作披露。提名政策應列 出(其中包括)年內用以選擇 和推薦董事候選人的提名 程序、過程和標準;
- (g) 若董事會擬於股東大會上提呈決議案選任某人士為獨立非執行董事,有關股東大會通告所隨附的致股東通函及/或説明函件中,應該列明:
  - (i) 用以物色該名人士的流程、董事會認為應選任該名人士的理由以及他們認為該名人士屬獨立人士的原因;
  - (ii) 如果候任獨立非執行董 事將出任第七家(或以上) 在主板或GEM上市發行 人的董事,董事會認為 該名人士仍可投入足夠 時間履行董事責任的原 因;
  - (iii) 該名人士可為董事會帶來的觀點與角度、技能 及經驗;及
  - (iv) 該名人士如何促進董事 會成員多元化。

#### 7. Duties of the Committee

- (h) supporting the Company's regular evaluation of the Board's performance; and
- (i) reviewing and assessing regularly each Director's time commitment and contribution to the Board, as well as the Director's ability to discharge his or her responsibilities.

#### 8. Minutes and reporting procedures

- 8.1 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.
- 8.2 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.
- 8.3 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.

# 委員會的職責

- (h) 支持本公司定期評估董事 會表現;及
- (i) 就董事對董事會投入的時間及貢獻以及能否有效履行職責作出定期檢討及評估。

#### 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錄中。有關的委員,相關的委員,相關不計入法定人數內,將就他或其任何緊密聯。

委員會的會議紀錄為 (通 ) 保存應為 (通 ) 保存應為 (通 ) 保存應為 ( ) 公稿合東會員發展 ( ) 公稿合東會員發展 ( ) 公稿合東會員 ( ) 公稿合東會員 ( ) 公稿合東會員 ( ) 公稿 (

委員會秘書應就本公司財政年 度內委員會所有會議紀錄存檔, 以及具名紀錄每名成員於委員 會會議的出席率。

# 9. Reporting responsibilities

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

#### 10. Annual general meeting

10.1 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. Continuing application of the articles of association of the Company

11.1 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.

#### 12. Powers of the Board

12.1 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.

# 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。

#### 本公司組織章程的持續適用

就前文未有作出規範,但本公司章程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。

# 董事會權力

# 13.1 <u>Publication of the terms of reference of the</u> 委員會職權範圍的刊登 Committee

13.1 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。