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山東墨龍石油機械股份有限公司
Shandong Molong Petroleum Machinery Company Limited*

(A Sino-foreign joint stock limited company incorporated in the People's Republic of China with limited liability)
(Stock Code: 568)

NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that an annual general meeting (the “AGM”) of Shandong Molong Petroleum Machinery Company Limited* (the “Company”) will be convened and held at 2:00 p.m. on Friday, 19 May 2023 at the conference room at 9th floor of Building 19, Enterprise Headquarters Group, Shengcheng Street, Shouguang City, Shandong Province, the People’s Republic of China (the “PRC”), to consider and, if thought fit, approve the following resolutions.

ORDINARY RESOLUTIONS

1. To consider and, if thought fit, approve the report of the board of directors of the Company for the year ended 31 December 2022;
2. To consider and, if thought fit, approve the report of the supervisory committee of the Company for the year ended 31 December 2022;
3. To consider and, if thought fit, approve the Company's annual report and its abstract for the year ended 31 December 2022;
4. To consider and, if thought fit, approve the plan for profit distribution for 2022;
5. To consider and, if thought fit, approve the applications for a maximum of RMB4.4 billion integrated banking credit facilities from PRC banks and other financial institutions (all of them are independent third parties) for the year of 2023 and to authorise the legal representative of the Company or any person authorised by the legal representative to sign, execute and deliver all credit agreements, financing agreements and other documents in relation to the 2023 integrated banking credit facilities, and approve such amendments as he sees fit and to do all such acts and things as he deems necessary or appropriate in connection with or to carry out the actions contemplated by this resolution;
6. To consider and, if thought fit, approve the proposal for the provision of guarantee facilities for subsidiaries;

7. To consider and, if thought fit, approve the remuneration plan for directors, supervisors and senior management for 2023;
8. To consider and, if thought fit, approve the proposal for the purchase liability insurance for the Company and its directors, supervisors and senior management; and
9. To consider and, if thought fit, approve the re-appointment of ShineWing Certified Public Accountants (Special General Partnership) as the Company's auditor for the year ending 31 December 2023 and to authorize the board of directors of the Company to fix their remuneration;

In addition, in accordance with the Shenzhen Listing Rules, each independent non-executive director shall report his/her work at the AGM.

By order of the Board
Shandong Molong Petroleum Machinery Co., Ltd.
Yuan Rui,
Chairman

Shandong, the PRC
31 March 2023

Notes:

- (A) The register of members of the Company for H Shares will be closed from Tuesday, 16 May 2023 to Friday, 19 May 2023, both days inclusive, during which period no H Share transfer will be effected. In order to qualify for attending the AGM and voting, all instruments of transfer of H shares, accompanied by the relevant share certificates, must be lodged with the registrar for H Shares of the Company no later than 4:30 p.m. on Monday, 15 May 2023.

The address of the Company's registrar for H Shares is:

Tricor Investor Services Limited
17/F, Far East Finance Centre
16 Harcourt Road
Hong Kong

The Company will publish specific announcement on the Shenzhen Stock Exchange setting out details of the eligibility of holders of A Shares to attend the AGM.

- (B) A form of proxy for use at the AGM is enclosed with the circular of the Company and such form of proxy is also published on the websites of the Stock Exchange and the Company. Whether or not you intend to attend the AGM, you are required to complete and return the enclosed form of proxy in accordance with the instructions printed thereon not less than 24 hours before the time fixed for holding the AGM or any adjournment thereof (as the case may be). Completion and return of the form of proxy will not preclude you from attending the AGM and voting in person if you so wish.
- (C) If a proxy attends the AGM on behalf of a Shareholder, he/she should produce his proof of identity and the instrument signed by the proxy or his legal representative, which specifies the date of its issuance. If the legal representative of a legal person Shareholder attends the AGM, such legal representative should produce his/her proof of identity and valid documents evidencing his capacity as such legal representative. If a legal person Shareholder appoints a representative of a company other than its legal representative to attend the AGM, such representative should produce his proof of identity and an authorization instrument affixed with the seal of the legal person Shareholder and duly signed by its legal representative.
- (D) The AGM is expected to last for about one hour. Shareholders attending the AGM are responsible for their own transportation and accommodation expenses