Pursuant to Hong Kong Listing Rule 13.51D, the Company must publish on its website the procedures for shareholders to propose a person to be appointed as a director. These procedures are set out in the Company’s articles of association and in the Companies Act 2006.

1. Pursuant to Article 86 of the Company’s articles of association, a shareholder qualified to vote at a general meeting may give notice in writing to the secretary of an intention to propose a person for appointment as a director, together with confirmation in writing by that person of his willingness to be appointed as a director. Such notice must be given by the proposing shareholder not less than seven days before the day appointed for the meeting and not earlier than the day after the despatch of the notice of the meeting.

2. Under the Companies Act 2006, shareholders holding 5% or more of the total voting rights at an AGM of the Company, or 100 shareholders entitled to vote with an average of at least £100 paid up share capital per shareholder, are entitled to require the Company to circulate a resolution intended to be moved at the Company’s next AGM proposing the election of a person as a director of the Company. Such a request must be made not later than six weeks before the AGM to which the request relates or, if later, the time notice is given of the AGM. The request may be in hard copy or electronic form, must identify the resolution of which notice is to be given and must be authenticated by the shareholders making it.

3. Under the Companies Act 2006, shareholders holding 5% or more of the fully paid up issued share capital of the Company are also able to require the directors to hold a general meeting at which a resolution proposing the election of a person as a director of the Company is requested to be moved. A request may be in hard copy or electronic form and must be authenticated by the shareholders making it. Where such a request has been duly lodged with the Company, the directors are obliged to call a general meeting within 21 days of becoming subject to the request and must set a date for the meeting not more than 28 days from the date of the issue of the notice.

If shareholders have any questions regarding this process they can contact Group Corporate Secretariat at group-corporate.secretariat@sc.com.