

(Incorporated in the Cayman Islands with limited liability)
(Stock code: 175)

# TERMS OF REFERENCE OF REMUNERATION COMMITTEE

#### Composition of the Remuneration Committee (the "Committee")

Please refer to the "List of Directors and their Role and Function" as in force from time to time and published on the websites of both the Company and The Stock Exchange of Hong Kong Limited for identification of the Committee members.

## **Constitution of the Committee**

The Committee shall comprise not less than three members with a majority of independent non-executive directors.

The Chairman of the Committee ("the Committee Chairman") shall be appointed by the board of directors of the Company ("the Board") and should be an independent non-executive director.

The Board may from time to time appoint additional members to the Committee from among the directors, subject to the condition that the independent non-executive directors should constitute the majority of the Committee and be the Committee Chairman.

## Meetings and Quorum

The Committee shall meet with such frequency as it may consider appropriate, but in any event at least once a year.

The quorum for meetings shall be two Committee members, one of whom should be the Committee Chairman, unless he is unable to attend due to exceptional circumstances.

Full minutes of the Committee meetings should be kept by a duly appointed secretary of the meetings. Draft and final versions of minutes of the Committee meetings should be sent to all Committee members for their comments and records within a reasonable time after the meetings.

## Role and Authority of the Committee

The Committee should consult the Chairman of the Board and/or Chief Executive about their remuneration proposals for other executive directors and senior management.

The Committee should have access to independent professional advice if necessary and be provided with sufficient resources to perform its duties.

The Committee shall determine with delegated responsibility, or make recommendations to the Board on the remuneration packages of individual executive directors and senior management, which should include benefits in kind, pension rights and compensation payments, including any compensation payable for loss or termination of their office or appointment; levels of which should be sufficient to attract and retain directors to run the Company successfully without paying more than necessary. As in the case of determining the directors' respective remuneration packages, reference is to be made to the time required from each director to perform his/her duties to the Company as defined in their respective Service Agreements or Appointment Letters if the Board considers this necessary.

#### **Functions of the Committee**

- 1. To make recommendations to the Board on the Company's policy and structure for all directors and senior management remuneration and on the establishment of a formal and transparent procedure for developing remuneration policy;
- 2. To review and approve the management's remuneration proposals with reference to the Board's corporate goals and objectives;
- 3. To determine with delegated responsibility, or make recommendations to the Board on the remuneration packages of individual executive directors and senior management including benefits in kind, pension rights and compensation payments, including any compensation payable for loss or termination of their office or appointment;
- 4. To make recommendations to the Board on the remuneration of non-executive directors;
- 5. To consider salaries paid by comparable companies, time commitment and responsibilities and employment conditions elsewhere in the Group;
- 6. To review and approve compensation payable to executive directors and senior management for any loss or termination of office or appointment to ensure that it is consistent with contractual terms and otherwise fair and not excessive;
- 7. To review and approve compensation arrangements relating to dismissal or removal of directors for misconduct to ensure that they are consistent with contractual terms and are otherwise reasonable and appropriate;
- 8. To ensure that no director or any of his/her associates is involved in deciding his/her own remuneration;

- 9. To review and/or approve matters relating to share schemes under Chapter 17 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited;
- 10. To ensure that a significant proportion of executive directors' remuneration should link rewards to corporate and individual performance;
- 11. To review and approve the disclosure details of any remuneration payable to members of senior management by band in the annual reports;
- 12. To conduct a regular evaluation of the Board on its performance as it may consider appropriate;
- 13. To review the general insurance cover in respect of potential legal action against the individual Board members annually, and make arrangements accordingly if find inappropriate and inadequate; and
- 14. To report back to the Board on the matters in relation to these terms of reference (e.g. their decisions or recommendations), unless there are legal or regulatory restrictions on their ability to do so (such as a restriction on disclosure due to regulatory requirements), as the Committee deems proper and necessary.

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