

Hysan Development Company Limited **Shareholders Communication Policy** (Last reviewed in November 2024)

1. Purpose

This Policy outlines framework for stakeholder communication and engagement with the aim to provide Hysan's Shareholders and the investment community with ready, equal and timely access to balanced and easily comprehensible information about the Company for sound investment decision and informed assessments of the Company, and to allow Shareholders and the investment community to engage actively with the Company, whilst ensuring that the Company fulfils its reporting obligations under the Listing Rules.

2. General Policy

- 2.1 The Board shall maintain an on-going dialogue with Shareholders and the investment community.
- 2.2 Information shall be timely and effectively disseminated to Shareholders and the investment community mainly through the Company's announcements, results announcements, annual and interim reports, annual general meetings and other general meetings that may be convened, as well as by making available all the disclosures submitted to SEHK and the Company's corporate communications and other corporate publications on Hysan's website.
- 2.3 Any question regarding this Policy shall be directed to the Company Secretary or the Head of Corporate Communications as appropriate.

3. Communication Strategies

Shareholders' Enquiries

- 3.1 Shareholders and the investment community are welcome to raise questions and communicate their views through our engagement channels designated for different areas. Details of the communication channels are available on Hysan's website: <https://www.hysan.com.hk/contact-us/>.
- 3.2 Shareholders and the investment community who have any query in respect of governance and/or corporate matters of the Company, and comments or suggestions to Directors or management of the Company are most welcome to contact the Company Secretary by email to cosec@hysan.com.hk or write to the Company at:

Company Secretary
Hysan Development Company Limited
50/F, Lee Garden One
33 Hysan Avenue
Hong Kong
Telephone: (852) 2895 5777
Facsimile: (852) 2577 5153

- 3.3 Shareholders should however direct their questions about their shareholdings to the Company's Registrar. The contact details of the Company's Registrar are:

Tricor Standard Limited
17/F, Far East Finance Centre
16 Harcourt Road
Hong Kong
Telephone: (852) 2980 1333
Facsimile: (852) 2861 1465

- 3.4 Shareholders and the investment community may at any time make a request for the Company's information to the extent such information is publicly available.
- 3.5 Institutional investors and analysts are encouraged to contact the Investor Relations by email to investor@hysan.com.hk or write to the Company at:

Investor Relations
Hysan Development Company Limited
50/F, Lee Garden One
33 Hysan Avenue
Hong Kong
Telephone: (852) 2895 5777
Facsimile: (852) 2577 5153

Shareholders' Visit

- 3.6 Shareholders are invited to visit our Lee Gardens area. This provides a good opportunity for Shareholders to meet our management and gain an insight into the Company's long-established history, sustainable activities and other business areas.

Corporate Communications¹

- 3.7 Corporate Communications will be provided to Shareholders in plain language and in both English and Chinese for Shareholders' ease of

¹ "Corporate Communications" refers to any document issued or to be issued by Hysan for the information or action of holders of Hysan's securities, including but not limited to, annual/interim reports, notices, circulars, proxy forms or other publications of the Company (including any "corporate communication" as defined in the Listing Rules).

understanding.

- 3.8 For communication efficiency and environmental protection, electronic dissemination of Corporate Communications is, to the extent permitted by applicable laws and regulations, adopted by (i) sending Corporate Communications to the Shareholders by electronic means; and (ii) making Corporate Communications available on the websites of the Company (www.hysan.com.hk) (“**Hysan Website**”) and the Stock Exchange (www.hkexnews.hk) unless hard copy is otherwise requested. Actionable Corporate Communications² will be sent to Shareholders (i) individually in electronic form; or (ii) in hard copy form (for those Shareholders who did not provide their functional electronic contact details).
- 3.9 Shareholders have the right to choose the language (either English or Chinese) or request for hard copy of the Corporate Communications free of charge, at any time by reasonable notice in writing to the Company or the Company’s Registrar or by e-mail to hysan14-ecom@hk.tricorglobal.com or cosec@hysan.com.hk.

Corporate Website

- 3.10 A dedicated Investor section is available on the Hysan website with a wide range of information about the Company and its operations.
- 3.11 There are also separate Governance and Sustainability sections on the Hysan website providing all ESG related information (including the Corporate Governance Report and Sustainability Report), and related policies and procedures.
- 3.12 Information released by the Company to SEHK is also posted on the Hysan website as soon as practicable thereafter. Such information includes financial statements, announcements, results announcements, circulars and notices of general meetings and other documents as required under the Listing Rules and any other relevant laws and regulations. The aforesaid shall be maintained on the Hysan website for at least five years from the date of publication.
- 3.13 All presentation materials provided in conjunction with the Company’s annual general meeting and any results announcement will be made available on the Hysan website as soon as practicable after their release.
- 3.14 All Corporate Communications, press releases, newsletters and information relating to the latest developments of the Company will also be made available on the Hysan website.

² “**Actionable Corporate Communications**” refers to any corporate communication that seeks instructions from holders of Hysan’s securities on how they wish to exercise their rights or make an election as the holders of Hysan’s securities. For the avoidance of doubt, notices of general meetings and proxy forms are not considered Actionable Corporate Communication.

Webcasts

- 3.15 Webcasts of the Company's interim and annual results briefings are available on the Hysan website.

General Meetings

- 3.16 Shareholders are encouraged to participate in general meetings or to appoint proxies to attend and vote at meetings for and on their behalf if they are unable to attend the meetings.
- 3.17 Appropriate arrangements for the general meetings shall be in place to encourage Shareholders' participation. The Chairman will allow relevant questioning.
- 3.18 The process of the Company's general meetings will be monitored and reviewed on a regular basis, and, if necessary, changes will be made to ensure that Shareholders' needs are best served.
- 3.19 Board members, in particular, the Independent Non-Executive Directors and the chairmen of Board committees or their delegates, appropriate management executives and external auditors will attend annual general meetings to answer Shareholders' questions.

Investment Market Communications

- 3.20 Investor/analyst briefings and one-on-one meetings, roadshows, media interviews and marketing activities for investors etc. will be available on a regular basis in order to facilitate communication between the Company, Shareholders and the investment community.
- 3.21 Directors and all designated senior executives of the Company who have contacts or dialogues with investors, analysts, media or other interested outside parties are required to comply with the disclosure obligations and requirements under the Company's Corporate Disclosure Policy as set out on the Hysan website.

4. Shareholders' Privacy

The Company recognizes the importance of Shareholders' privacy and will not disclose Shareholders' information without their consent, unless otherwise required by law.

5. Review of this Policy

The Board will review this Policy at least annually to ensure its continued effectiveness.

Definitions:

“**Board**” shall mean the board of directors of the Company.

“**Company**” or “**Hysan**” shall mean Hysan Development Company Limited.

“**Director(s)**” shall mean the director(s) of the Company.

“**Listing Rules**” shall mean the Rules Governing the Listing of Securities on the SEHK

“**SEHK**” shall mean The Stock Exchange of Hong Kong Limited

“**Shareholder(s)**” shall mean the shareholders of the Company
