

## Offshore Oil Engineering Co., Ltd.

# Notice on Holding the 2018 Annual General Meeting of Shareholders

The Board of Directors and all the directors of the Company pledge that the announcement contains no false records, misleading statements or major omissions, and bear joint and several liabilities for the authenticity, accuracy and integrity of the announcement.

### Important Notes:

- Date of convening Shareholders' Meeting: May 17, 2019
- Network voting system used for this Shareholders' Meeting: Shanghai Stock Exchange network voting system

### I. Basic Conditions of the Meeting

(I) Type & session of Shareholders' Meeting

2018 Annual General Meeting of Shareholders

(II) Convener of Shareholders' Meeting: Board of Directors

(III) Voting formula: the voting formula of this meeting is in combined mode of on-site voting and online voting.

(IV) Date, time and place for convening Shareholders' Meeting

Date & time: 14:30, May 17, 2019,

Place: Hyatt Regency Beijing Wangjing, Lei Shing Hong Property Center, Courtyard 8, Guangshun South Street, Chaoyang District, Beijing, China

(V) Network voting system, beginning and ending date for voting and voting time.

Network voting system: network voting system for the Shareholders' Meeting of Shanghai Stock Exchange

Beginning and ending date for network voting: from May 17, 2019 to May 17, 2019.

The network voting system for Shanghai Stock Exchange is applied and voting time for voting platform users of exchanging system is the exchanging period on the right day of convening the Shareholders' Meeting, namely 9:15-9:25, 9:30-11:30, 13:00-15:00; voting time for Internet voting platform users is 9:15-15:00 on the right day of convening the Shareholders' Meeting.

(VI) Voting procedure for investors on margin trading, refinancing, agreed repurchasing business accounts and Shanghai Stock Connect

Voting of investors on margin trading, refinancing, agreed repurchasing business accounts and Shanghai Stock Connect shall be carried out in accordance with *Implementation Particulars for Network Voting of Shareholders' Meeting of Listed Companies in Shanghai Stock Exchange* and other relevant regulations.

(VII) Open solicitation of voting right of stockholders

None

## II. Deliberations on the Meeting

Type of proposals deliberated and voting shareholders of this Shareholders' Meeting

No.	Proposal name	Type of voting shareholders
		A-share holder
Non-cumulative proposal		
1	2018 Work Report of the Board of Directors of the Company	√
2	2018 Work Report of the Board of Supervisors of the Company	√
3	2018 Financial Final Account Report of the Company	√
4	2018 Profit-sharing Plan of the Company	√
5	2018 Annual Report and Summary of the Company	√
6	Proposal on Further Employing Financial and Internal Control Audit Organization for the Company in 2019	√
7	Proposal on Electing Yu Yi as the Director of the Company	√

### 1. Disclosure time and media for each proposal

All the above proposals have been approved upon deliberation on the 14th and the 15th Meeting of the 6th Board of Directors and the 11th Meeting of the 6th Board of Directors of the Company. See Announcements of Offshore Oil Engineering Co., Ltd. on Resolution of the 14th Meeting of the 6th Board of Directors (Lin 2019-001), Resolution of the 15th Meeting of the 6th Board of Directors (Lin 2019-006) and Resolution of the 11th Meeting of the 6th Board of Supervisors (Lin 2019-004) of Offshore Oil Engineering Co., Ltd. published on *China Securities Journal*, *Shanghai Securities News* and the website of SSE on March 26 and April 26, 2019 for details.

### 2. Proposal on special resolutions: none

### 3. Proposal on separate counting votes for medium-small investors: 6, 7

### 4. Proposal on voting avoidance for affiliated shareholder: none

Name of affiliated shareholder that should avoid voting: none

### 5. Proposal on preferred shareholders' voting: none

## III. Notes for Voting on Shareholders' Meeting

(I) If the shareholders of the Company exercise their voting rights through the network voting system for the Shareholders' Meeting of Shanghai Stock Exchange, they may either vote by logging in the exchanging system voting platform (through assigned exchanging terminals of the securities companies) or by visiting the network voting platform (website: vote.sseinfo. Com). For investors visiting the network voting platform to vote for the first time, they need to complete the shareholder identity authentication. For details, please refer to the instructions on the website of network voting platform.

(II) Shareholders exercise their voting rights through the network voting system for the Shareholders' Meeting of Shanghai Stock Exchange. If they hold multiple shareholder accounts, they can use any account to participate in on-line voting. After voting, it is deemed that all the common and preferred shares of same type under the entire shareholder accounts have been voted on the same opinion respectively.

(III) The first ballot prevails once repeated voting arises by on-site, network voting platform of Shanghai Stock Exchange or other voting methods in the same voting power.

(IV) Shareholders are required to voting for all proposals before submitting.

#### **IV. Attendee of the Meeting**

(I) Shareholders of the Company registered in Shanghai Branch of China Securities Depository and Clearing Company Limited when the market closed on the registration day shall be entitled to attend the Stockholders' Meetings (see the table below for details) and can entrust their agents to attend the meeting and to vote with a written power of attorney. And the agents do not have to be the shareholders of the Company.

<b>Stock category</b>	<b>Stock code</b>	<b>Stock abbreviation</b>	<b>Equity rights registration date</b>
A share	600583	COOEC	2019/5/13

(II) Directors, supervisors and senior managers of the Company

(III) Lawyers employed by the Company.

(IV) Other personnel

#### **V. Registration Methods**

(I) Registration method: Individual shareholders present at the meeting in person shall show their personal identification card or other valid certificates or documentations to identify themselves and stock account cards; agents entrusted by others to attend the meeting shall show their own valid identity certificates and power of attorney from shareholders. Corporate shareholders shall have the legal representatives or agents entrusted by the legal representatives to attend the meeting. Legal representatives to attend the meeting shall show their personal identification cards, valid documentations to prove its legal representative qualification and stock account cards; agents entrusted by the legal representatives to attend the meeting shall show their personal identification cards, written power of attorney legitimately issued by the legal representative of corporate shareholder's unit, copy of business licenses and shareholder account cards. Foreign shareholders can register by letter or fax and clearly provide their contact number.

(II) Registration time of the meeting: 9:00-11:30 and 14:00-17:00 on May 14 and May 15, 2019

(III) Registration site: Room A1106, Board Secretary Office of Offshore Oil Engineering Co., Ltd., No. 199 Haibin 15 Road, Tianjin Port Free Trade Zone

#### **VI. Other Matters**

(I) Meeting contact

Permanent conference contact: Li Guopeng

Contact number: 022-59898033      fax: 022-59898800

(II) Meeting expenses

Shareholders to attend the meeting shall pay for accommodation and travel on their own.

The Announcement is hereby made.

Board of Directors of Offshore Oil Engineering Co., Ltd.

April 26, 2019

Attachment: Power of Attorney

## Annex 1:

### Power of Attorney

Offshore Oil Engineering Co., Ltd.:

Hereby authorize Mr. (Ms.)\_\_\_\_to attend the 2018 Annual General Meeting of Shareholders on May 17, 2019, and to exercise voting rights on behalf of the Unit (myself).

Number of Common Shares held by the Trustor: Shareholder account number of the Trustor:

No.	Name of non-cumulative proposal	Agree	Disagree	Abstain from voting
1	2018 Work Report of the Board of Directors of the Company			
2	2018 Work Report of the Board of Supervisors of the Company			
3	2018 Financial Final Account Report of the Company			
4	2018 Profit-sharing Plan of the Company			
5	2018 Annual Report and Summary of the Company			
6	Proposal on Further Employing Financial and Internal Control Audit Organization for the Company in 2019			
7	Proposal on Electing Yu Yi as the Director of the Company			

Signature (or stamp) of the Trustor:

Signature of the Trustee:

ID number of the Trustor: ID number of the Trustee:

Entrustment date: -

Remarks:

The Trustor shall choose one from the "consent", "objection" or "abstention" in the Power of Attorney and mark "√", and the Trustee shall have the right to vote on his own will if the Trustor has not made specific instructions in the Power of Attorney.