

## **Offshore Oil Engineering Co., Ltd.**

### **Notice on Convening the 2024 Annual General Meeting**

The Board of Directors and all directors of the Company guarantee that the announcement does not contain any false records, misleading statements or major omissions, and bear legal responsibility for the authenticity, accuracy and completeness of its contents.

**Important:**

- Date of convening the General Meeting: April 8, 2025
- Online voting system used for the General Meeting: Online Voting System of Shanghai Stock Exchange for General Meeting

**I. Basic information of meeting convening**

(1) Type and session of General Meeting

2024 Annual General Meeting

(II) Convenor of General Meeting: Board of Directors

(III) Voting method: the voting method adopted at the General Meeting is a combination of on-site voting and online voting.

(IV) Date, time and venue of the on-site meeting

Date and time of meeting: April 8, 2025      14:30

Venue: Conference room, Office Building A, COOEC, No.199 Haibin 15th Road, Tianjin Port Free Trade Zone

(V) System, starting and ending dates, and voting time for online voting

Online voting system: Online Voting System of Shanghai Stock Exchange for General Meeting

Starting and ending dates of online voting: from April 8, 2025  
to April 8, 2025

The online voting system of Shanghai Stock Exchange is adopted, and the voting time

through the trading system's voting platform is the trading period on the date of the General Meeting, i.e. 9:15-9:25, 9:30-11:30, 13:00-15:00; the voting time through the Internet voting platform is 9:15-15:00 on the day of the General Meeting.

(VI) Voting procedures for margin lending and securities lending, refinancing, agreed repurchase business accounts and investors of Northbound Trading Link

The voting related to margin lending and securities lending, refinancing business, agreed repurchase business accounts and investors of Northbound Trading Link shall be carried out in accordance with the Self-Regulatory Guidelines of Shanghai Stock Exchange for Listed Companies No.1 - Standardized Operation.

(VII) Involving public solicitation of shareholders' voting rights

None

## II. Matters to be reviewed at the meeting

Proposals to be reviewed and types of voting shareholders at the General Meeting

No.	Name of proposal	Type of voting shareholder
		A-share shareholder
Proposal subject to non-cumulative voting		
1	Report on the Work of the Board of Directors of the Company for 2024	√
2	Report on the Work of the Board of Supervisors of the Company for 2024	√
3	Report on the Financial Accounts of the Company for 2024	√
4	Profit Distribution Plan of the Company for 2024	√
5	Annual Report of the Company for 2024 and the Summary thereof	√
6	Proposal on the Appointment of the Company's Financial and Internal Control Auditors for 2025	√
7	Proposal on Providing Parent Company Guarantee for Arabia Subsidiary	√
8	Proposal on the Provision of Financial Assistance by the Wholly-owned Subsidiary	√

1. Disclosure time and disclosure media of each proposal

The above proposals were reviewed and approved by the 7th and 9th meetings of the 8th Board of Directors and the 6th meeting of the 8th Board of Supervisors of the Company. For details, please refer to the announcement on the resolutions of the 7th meeting of the 8th Board of Directors of COOEC (L 2024-030), the announcement on the resolutions of the 9th meeting of the 8th Board of Directors (L 2025-006) and the announcement on the 6th meeting of the 8th Board of Supervisors (L 2025-011) published on the China Securities Journal, the Shanghai Securities News, the Securities Times and the website of Shanghai Stock Exchange on December 20, 2024 and March 18, 2025.

2. Proposals for special resolution: none

3. Proposals with votes of small and medium-sized investors counted separately: 4, 6, 7, 8

4. Proposals involving related shareholders' abstention from voting: none

Name of related shareholder who shall abstain from voting: none

5. Proposals involving the participation of preferred shareholders in voting: none

### **III. Notes on voting at the General Meeting**

(I) If the shareholders of the Company exercise their voting rights through the online voting system of Shanghai Stock Exchange for General Meeting, they can either log in to the trading system's voting platform (through the trading terminal of the designated securities company) or log in to the Internet voting platform (website: [vote.sseinfo.com](http://vote.sseinfo.com)) for voting. When logging on to the Internet voting platform for the first time for voting, investors need to complete shareholder identity authentication. For specific operations, please refer to the instructions on the website of the Internet voting platform.

(II) The number of voting rights that shareholders who hold multiple shareholder accounts may exercise equals to the total number of the same class of common stocks and the same type of preferred shares held by all shareholder accounts under their names.

If shareholders who hold multiple shareholder accounts participate in the online voting at the General Meeting through the online voting system of Shanghai Stock Exchange,

they may participate in the online voting through any of their shareholder accounts. After the voting, it shall be deemed that the same class of common stocks and the same type of preferred shares under all the shareholder accounts have cast the vote of same opinion.

If a shareholder holds multiple shareholder accounts repeatedly votes through multiple shareholder accounts, the voting opinions of the same class of common stocks and the same type of preferred shares under all the shareholder accounts shall be subject to the first voting result of each class and type of stocks.

(III) If the same voting right is exercised repeatedly on the site, or through online voting platform of Shanghai Stock Exchange or other means, the first voting result shall prevail.

(IV) Proposals shall not be submitted until they have been voted on by shareholders.

#### **IV. Attendees**

(I) The shareholders of the Company registered at Shanghai Branch of China Securities Depository and Clearing Corporation Limited after the close of the equity registration date have the right to attend the General Meeting (see the table below for details) and may authorize a proxy in writing to attend the meeting and vote. The proxy need not be a shareholder of the Company.

<b>Class of shares</b>	<b>Stock code</b>	<b>Stock abbreviation</b>	<b>Equity registration date</b>
A share	600583	COOEC	2025/4/1

(II) Directors, supervisors and senior officers of the Company.

(III) Lawyers hired by the Company.

(IV) Other personnel

#### **V. Registration method**

(I) Registration method: if an individual shareholder attends the meeting in person, he/she shall present his/her ID card or other valid certificates or supporting documents that can indicate his/her identity, and stock account card; Where a proxy is appointed to attend the meeting, the proxy shall present his/her valid identity certificate and the

power of attorney issued by the shareholder. For corporate shareholders, the legal representative or the proxy entrusted by the legal representative shall attend the meeting. If the legal representative attends the meeting, he/she shall present his/her ID card, valid certificate proving that he/she has the qualification of legal representative and shareholder account card; If the proxy is entrusted to attend the meeting, he/she shall present his/her ID card, a written power of attorney issued by the legal representative of the corporate shareholder, a copy of the business license and the shareholder account card. Shareholders in other places may register by letter or fax and write down the contact number clearly.

(II) Registration time: 9:00-11:30 a.m. and 14:00-17:00 p.m. on April 2 and 3, 2025

(III) Registration place: Room A1719, Board of Directors Office, Offshore Oil Engineering Co., Ltd., No.199 Haibin 15th Road, Tianjin Port Free Trade Zone

## **VI. Other matters**

### **(I) Contact information**

Name of permanent contact person for meeting-related affairs: Li Guopeng

Tel.: 022-59898033 E-mail: ligp9@cooec.com.cn

### **(II) Meeting expenses**

Shareholders attending the meeting shall bear their own accommodation and transportation expenses.

It is hereby announced.

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

March 18, 2025 <sup>1</sup>

Annex: Power of Attorney

## Annex: Power of Attorney

### Power of Attorney

Offshore Oil Engineering Co., Ltd.,

We/I hereby entrust Mr. (Ms.) to attend April 8, 2025 your 2024 Annual General Meeting held on and exercise the voting right on behalf of us (or me).

Number of common stocks held by the principal: Principal's shareholder account No.:

No.	Name of proposal subject to non-cumulative voting	Affirmative	Negative	Abstention
1	Report on the Work of the Board of Directors of the Company for 2024			
2	Report on the Work of the Board of Supervisors of the Company for 2024			
3	Report on the Financial Accounts of the Company for 2024			
4	Profit Distribution Plan of the Company for 2024			
5	Annual Report of the Company for 2024 and the Summary thereof			
6	Proposal on the Appointment of the Company's Financial and Internal Control Auditors for 2025			
7	Proposal on Providing Parent Company Guarantee for Arabia Subsidiary			
8	Proposal on the Provision of Financial Assistance by the Wholly-owned Subsidiary			

Signature of the principal (Seal): Signature of the trustee:

ID No. of the principal: ID No. of the trustee:

Entrustment date: date

Notes:

The principal shall choose one of "affirmative", "negative" and "abstention" and tick "√" in the power of attorney. If the principal does not give specific instructions in the power of attorney, the trustee has the right to vote as he/she wishes.