

# Sinopec Shanghai Petrochemical Company Limited 中國石化上海石油化工股份有限公司

(A joint stock limited company incorporated in the People's Republic of China) (在中華人民共和國註冊成立之股份有限公司) (Stock Code 股份代號: 00338)

29 August 2024

Dear registered shareholder(s),

### **Arrangement of Electronic Dissemination of Corporate Communications**

Pursuant to Rule 2.07A of the Rules Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited (the "Listing Rules") under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, Sinopec Shanghai Petrochemical Company Limited (the "Company") is writing to inform you that the Company has adopted electronic dissemination of corporate communications (the "Corporate Communications"), which means any documents issued or to be issued by the Company, including but not limited to (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular and (f) a proxy form.

Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the website of the Company at <a href="https://www.spc.com.cn">www.spc.com.cn</a> and the HKEXnews website at <a href="https://www.hkexnews.hk">www.hkexnews.hk</a> in place of printed copies.

#### Solicitation of electronic contact details

To ensure timely receipt of the Actionable Corporate Communications<sup>(Note)</sup>, the Company recommends you provide your email address by scanning your personalized QR code printed on the enclosed reply form (the "**Reply Form**"). Alternatively, you may complete, sign and return the Reply Form to the Company's H share registrar (the "**H Share Registrar**"), Hong Kong Registrars Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong.

If the Company does not receive a functional email address in your reply, until such time that the functional email address is provided to the H Share Registrar, the Company will send the Actionable Corporate Communications (Note) in printed form in the future.

If you want to receive the Corporate Communications in printed form, please complete and return the Reply Form to the H Share Registrar or send an email to <a href="mailto:spc.ecom@computershare.com.hk">spc.ecom@computershare.com.hk</a> specifying your name, address and request to receive the Corporate Communications in printed form. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter.

Should you have any queries relating to this letter, please call the telephone hotline of the H Share Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding public holidays, or send an email to <a href="mailto:spc.ecom@computershare.com.hk">spc.ecom@computershare.com.hk</a>.

By order of the Board
Sinopec Shanghai Petrochemical Company Limited
Liu Gang
Joint Company Secretary

Note: Actionable Corporate Communication is any corporate communication that seeks instructions from the Company's securities holders on how they wish to exercise their rights or make an election as the issuer's securities holder.

各位登記股東:

## 電子方式發布公司通訊之安排

根據自 2023 年 12 月 31 日起生效的擴大無紙化上市機制及以電子方式發布公司通訊規定下香港聯合交易所有限公司證券上市規則(「**上市規則**」)第 2.07A條,中國石化上海石油化工股份有限公司(「**本公司**」)謹此通知 閣下,本公司已採用以電子方式發布公司通訊(「**公司通訊**」)之安排,該公司通訊是指本公司發布或將要發布的任何文件,包括但不限於(a)董事報告、年度帳目以及審計報告副本以及(如適用)財務摘要報告;(b)中期報告及其中期報告摘要(如適用);(c)會議通知;(d)上市文件;(e)通函和(f)委任表格。

請注意,所有未來公司通訊的英文版和中文版將在本公司網站 www.spc.com.cn 和披露易網站 www.hkexnews.hk 上提供,以代替印刷本。

#### 徵集電子聯絡資料

為確保及時收到可供採取行動的公司通訊<sup>(開註)</sup>,本公司建議 閣下透過掃描本函背頁之回條(「**回條**」)上列印的 閣下專屬二維碼來提供 閣下的電子郵件地址。或者, 閣下也可以填妥、簽署回條並交回本公司的 H 股股份過戶登記處(「**H 股證券登記處**」)香港證券登記有限公司,地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。

如果本公司沒有收到 閣下的有效電子郵件地址,直至 H 股證券登記處收到 閣下有效的電子郵件地址前,本公司未來將以印刷本形式發送可供採取行動的公司通訊  $^{(ML)}$ 。

若 閣下希望收取公司通訊之印刷版,請填妥回條並交回 H 股證券登記處,或發送電子郵件至 spc.ecom@computershare.com.hk ,並註明 閣下的姓 名、地址以及收取公司通訊印刷版的要求。請注意,收取未來公司通訊印刷版之指示由收悉 閣下指示當日起計一年內有效,此後將過期。

如對本函內容有任何疑問,請致電 H 股證券登記處電話熱線(852) 2862 8688,辦公時間為星期一至五(公眾假期除外)上午 9 時正至下午 6 時正或電郵至 spc.ecom@computershare.com.hk。

承本公司董事會命 中國石化上海石油化工股份有限公司 聯席公司秘書

劉剛

2024年8月29日

REPLY FORM 回條	
	Hong Kong Registrars Limited 致: 香港證券登記有限公司 (The "H Share Registrar") (「H 股證券登記處」) 17M Floor, Hopewell Centre 香港灣仔皇后大道東 183 號 183 Queen's Road East, Wan Chai, Hong Kong 合和中心 17M 樓 se choose ONLY ONE of the options below) 以下選項中只選擇其中一項)
	Personalized QR Code 事屬二維碼 图下 personalized QR code 事屬二維碼 Personalized QR code 事屬二維碼 Your personalized QR code 图 图 图 图 图 图 图 图 图 图 图 图 图 图 图 图 图 图 图
	發布的可供採取行動的未來公司通訊 <sup>////</sup> You are <b>NOT required</b> to return this Reply Form if you choose Option 1.
	如選擇了選項 1· 閣下 <b>無須</b> 交回本回條。
選 Nai	ption 2: I/we hereby provide my/our email address in writing for receipt of future Actionable Corporate Communications (Note 3) of the following listed company (the "Company") via electronic dissemination.  項 2: 本人/吾等現以書面提供本人/吾等之電子郵件地址・以確保收到以下上市公司(「公司」)通過電子方式發布的可供採取行動的未來公司通訊 (附註 3) Name of the listed company 上市公司名稱:
Em	nail address 電郵地址: (Note 3 / 附註3)
fro	ption 3: I/we hereby request for receipt of future Corporate Communications* in printed form and noted that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method that this instruction is valid only for one year starting method to the following method that this instruction is valid only for one year starting method to the following method that this instruction is valid only for one year starting method to the following method that this instruction is valid only for one year starting method to the following method that the following method to the followin
1 1	English Version 英文版本 Chinese Version 中文版本 English and Chinese Version 英文及中文版本

簽名: (附註 1)

Signature(s): (Note 1)

Contact number:

聯絡電話號碼:

- 5.
- 6.
- Unless otherwise specified, Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to the annual report, interim report, notice of meeting, circular and proxy form.

  除非另有註明.公司通訊乃指公司已發出或將予發出以供其任何證券的持有人參照或採取行動的任何文件.其中包括但不限於年報、中期報告、會議通告、通函及代表委任表格。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- 個人資料聲明

  "Personal Data" in this statement has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO").

  本聲明中所指的「個人資料」與香港法例第 486 章(個人資料(私隱)條例)(「《私隱條例》」)中「個人資料」的涵養相同。

  Your Personal Data provided in this Reply Form will be used in connection with, including but not limited to, the Company's electronic dissemination of Corporate Communications and to liaise with you on other matters relating to your holdings in the Company. Your supply of Personal Data to the Company's basis. In case of a failure to provide sufficient information, the Company may not be able to process your instruction and/or request as stated in this Reply Form.

  圖下於本Dek所提供的個人資料無財於包括但不限於有關公司以電子方式發布公司通訊及就 圖下持有的公司證券有關的其他事宜上與 圖下聯絡。 圖下是自顧向本公司提供個人資料。若 圖下未能提供足夠資料。本公司可能無法處理 圖下在本回條上所述的指示及或要求。

  Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the H Share Registrar, and/or other companies or bodies for any of the stated purposes, or when it is required to do so by law and will be retained for such period as may be necessary for our critication and record purposes.

  公司可能上的所說明的用達或在法例漢范的消耗不要,例本可能力能力,所以自然更多多。
  公司可能上的所說明的用達或在法例漢范的消化方法,所 圖下的個人資料或整理機能公司的附屬公司、H股證券登記處、及/或其他公司或團體。並將在適當期間保留該等個人資料作核實及必錄和比達。

  You have the right to request access to and/or correction of your Personal Data should be in writing, by mall to the Hong Kong Privacy Officer of the H Share Registrar at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong or by email at PrivacyOfficer® computershare com.hk

  圖下有機能養、很矮術別,的核文質閱及或修改 圖下的個人資料,任何該等質閱及或修改個人資料的要求均須以畫圖方式郵寄至 H 股證券登記處(地址為香港灣仔屋后大道東 183 號合和中心 17M 樓)向香港隱桃在任提出,或敘述電報子 PrivacyOfficer® computershare.com.hk (ii)
- (iii)

Mailing Label 郵寄標籤

Hong Kong Registrars Limited 香港證券登記有限公司 Freepost No. 簡便回郵號碼: 37 Hong Kong 香港 Please cut the mailing label and stick it on an envelope to return this form to us.

No postage is necessary if posted in Hong Kong.

Date:

日期:

閣下寄回此回條時・請將郵寄標籤剪貼於信封上 如在本港投寄・ 閣下無需支付郵費或貼上郵票。