



NEW FOCUS AUTO TECH HOLDINGS LIMITED

新焦點汽車技術控股有限公司*

(Incorporated in the Cayman Islands with limited liability)

(Stock Code: 360)

PROCEDURES FOR A SHAREHOLDER TO PROPOSE A PERSON FOR ELECTION AS A DIRECTOR

In accordance with the articles of association of New Focus Auto Tech Holdings Limited (the “**Company**”), as well as the laws and regulations currently in force in the Cayman Islands, the Company may by ordinary resolution elect any person to be a director of the Company (the “**Director(s)**”).

The nomination committee of the board of Directors of the Company (the “**Board**”) will receive, review and evaluate nomination of candidate(s) for election to the Board, including nomination by shareholder(s) of the Company (the “**Shareholder(s)**”).

No person other than a Director retiring at the general meeting of the Company (the “**General Meeting**”) shall, unless recommended by the Directors for election, be eligible for election as a Director at any General Meeting unless a Shareholder, being a duly registered holder of the ordinary shares in the capital of the Company (“**Nominating Shareholder(s)**”) (other than the person to be proposed), proposes a person for election as a Director by lodging the following documents at the Company’s head office in the People’s Republic of China (the “**PRC**”) at No. 45, Beijing East Road, Economic Development Zone, Laixi City, Qingdao City, Shandong Province, PRC or at the Company’s registration office in Hong Kong at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong:

1. a notice in writing by the Nominating Shareholder of the intention to propose that person (the “**Nominee**”) for election as a Director, which shall include his/her name, contact details and the number of ordinary shares of the Company that he/she is holding; and
2. a notice in writing by the Nominee of his/her willingness to be named as a nominee and to serve as a Director if elected, which shall contain his/her particulars as required under Rule 13.51(2) of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”) and disclose any information pursuant to any of the requirements of Rule 13.51(2) of the Listing Rules.

Such notice(s) shall be given after the day of the despatch of the notice of the General Meeting held for such election and lodged at the Company no later than seven (7) days prior to the date of such general meeting.

Note: If the nominee is proposed to be appointed as an independent non-executive Director, he/she is also required to provide a confirmation with regard to Rule 3.13 of the Listing Rules.

If Nominating Shareholder(s) would like to propose a person for election as a Director other than in a General Meeting held for election of Director(s), the relevant Nominating Shareholder(s) can request the Company to convene a special general meeting in the following manner:

- (i) The Shareholder(s) holding not less than one-tenth of the paid-up capital of the Company carrying the right of voting at general meetings of the Company may send a written requisition to the Board or the company secretary of the Company to convene a General Meeting.
- (ii) The said requisition must include the information as stated in the above items 1 and 2 and/or the note thereof (where appropriate) above, and must be signed by the requisitionist(s) and deposited at the Company.
- (iii) The Company will verify the said requisition and upon confirming that such requisition is proper and in order, the Board will proceed with the necessary procedures for appointment of the Director(s) including the convening of a General Meeting.
- (iv) The General Meeting shall be held within two (2) months after the deposit of the said requisition. If the Board does not within twenty-one (21) days from the date of the deposit of such requisition proceed to convene a General Meeting, the requisitionist(s) may themselves convene a General Meeting.

Amended by the Board on 25 July 2023.

Notes: If there are any discrepancies between the Chinese and English versions of these procedures for Shareholders to propose a person for election as a Director, the English version shall prevail.

* For identification purpose only