



北京能源國際控股有限公司

Beijing Energy International Holding Co., Ltd.

(Incorporated in the Bermuda with limited liability)
(於百慕達註冊成立之有限公司)
(Stock Code: 686)
(股份代號: 686)

Personal Identification Number 個人識別號碼

27 May 2022

Dear Registered Shareholder(s),

**Beijing Energy International Holding Co., Ltd. (the “Company”)
- Annual General Meeting (“AGM”) of the Company to be held on Tuesday, 28 June 2022**

The AGM of the Company will be held at 11:00 a.m. on Tuesday, 28 June 2022 at Unit 1012, 10/F., West Tower, Shun Tak Centre, 168-200 Connaught Road Central, Hong Kong and via online platform, which will be in the form of a hybrid meeting. Shareholders have the option of attending, participating and voting in the AGM through the online platform. Shareholders attending the AGM using the online platform will be able to cast their votes and submit questions through the online platform.

Online Attendance at the AGM

In addition to physical attendance at the AGM, you may opt to attend the AGM online. If you choose to attend the AGM online, video live streaming will be provided at the AGM, you will be able to cast your votes on the resolutions in real time and submit online questions to the Company. From 10:30 a.m. on Tuesday, 28 June 2022, you can log in to the AGM online platform by visiting the meeting website and entering the following details:

- Meeting website: <http://meetings.computershare.com/MZHKZ4Q>
- Username: your 10-digit shareholder reference number starting with “C” (“SRN”) printed under the barcode on the top right corner of this letter
- Password: the five-digit Personal Identification Number (“PIN”) below the SRN

For corporate shareholders who wish to attend the AGM online, please call Computershare Hong Kong Investor Services Limited, the Company’s Hong Kong Branch Share Registrar, at its (hotline) (852) 2862 8555 for arrangement.

Yours faithfully,
For and on behalf of
Beijing Energy International Holding Co., Ltd.
Zhang Ping
Chairman

各位登記股東：

**北京能源國際控股有限公司（「本公司」）
- 於二零二二年六月二十八日（星期二）舉行之本公司股東週年大會（「股東週年大會」）**

本公司之股東週年大會將於二零二二年六月二十八日（星期二）上午十一時正假座香港干諾道中 168-200 號信德中心西翼 10 樓 1012 室及透過網上平台以混合會議方式舉行。股東可選擇透過網上平台出席、參與股東週年大會並於會上投票。使用網上平台出席股東週年大會之股東將可透過網上平台投票及提交問題。

以網上方式出席股東週年大會

除親身出席股東週年大會外，閣下亦可選擇以網上方式出席股東週年大會。如閣下選擇以網上方式出席股東週年大會，將可透過網上視頻直播參與股東週年大會，實時就決議案投票，並可於網上向本公司提交問題。由二零二二年六月二十八日（星期二）上午十時三十分開始，閣下可瀏覽會議網站並輸入以下資料，以登入股東週年大會網上平台：

- 會議網站：<http://meetings.computershare.com/MZHKZ4Q>
- 登入名稱：印於本信函右上角條碼下，以字母「C」開始之閣下的十位數字股東參考編號
- 密碼：列印於股東參考編號下之五位數字個人識別號碼

如閣下為公司股東並欲以網上方式出席股東週年大會，請致電本公司之香港股份過戶登記分處香港中央證券登記有限公司（電話熱線(852) 2862 8555）以便作出安排。

代表
北京能源國際控股有限公司
主席
張平
謹啟

二零二二年五月二十七日