

**Computer And Technologies Holdings Limited (the “Company”)**  
**(Stock Code: 46)**

**Shareholders Communication Policy**  
**Adopted by the Board on 22 Mar, 2012**

**1. Purpose of the Policy**

This Policy aims to set out the provisions with the objective of ensuring that the Company’s shareholders, both individual and institutional (collectively, “Shareholders”), and, in appropriate circumstances, the investment community<sup>1</sup> at large, are provided with ready, equal and timely access to balanced and understandable information about the Company (including its financial performance, strategic goals and plans, material developments, governance and risk profile), in order to enable Shareholders to exercise their rights in an informed manner, and to allow Shareholders and the investment community to engage actively with the Company.

**2. General Policy**

The Board shall maintain an on-going dialogue with Shareholders and the investment community, and will regularly review this Policy to ensure its effectiveness. Information shall be communicated to the Shareholders and the investment community mainly through the Company’s financial reports (interim and annual reports), annual general meetings and other general meetings that may be convened, as well as by making available all the disclosures submitted to The Stock Exchange of Hong Kong Limited (“SEHK”) and its corporate communications and other corporate publications on the Company’s website. Effective and timely dissemination of information to Shareholders and the investment community shall be ensured at all times.

**3. Communication Strategies**

*Shareholders’ enquiries*

- 3.1. Shareholders and the investment community shall be provided with designated contacts, email addresses and enquiry lines of the Company in order to enable them to make any query in respect of the Company.
- 3.2. Corporate communication<sup>2</sup> will be provided to Shareholders in plain language and in both English and Chinese versions to facilitate Shareholders’ understanding. Shareholders have the right to choose the language (either English or Chinese) or means of receipt of the corporate communications (in hard copy or through electronic means).

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<sup>1</sup> “investment community” here is intended to include the Company’s potential investors as well as analysts reporting and analyzing the Company’s performance.

<sup>2</sup> “Corporate communication” here is refers to any document 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 directors’ report and annual accounts together with a copy of the auditor’s report, the interim report, a notice of meeting, a circular and a proxy form.

### *Company's website*

- 3.3. A dedicated Investor Relations section is available on the Company's website, [www.ctil.com](http://www.ctil.com). Information on the Company's website is updated on a regular basis.
- 3.4. Information released by the Company to SEHK is also posted on the Company's website immediately thereafter. Such information includes financial statements, results announcements, circulars and notices of general meetings and associated explanatory documents etc.
- 3.5. All presentation materials provided in conjunction with the Company's annual general meeting and results announcement each year will be made available on the Company's website as soon as practicable after their release.
- 3.6. All press releases, newsletters, market consultations, submissions and tender notices etc issued by the Company or its subsidiaries will be made available on the Company's website.

### *Shareholders' Meetings*

- 3.7. Shareholders are encouraged to participate in general meetings or to appoint proxies to attend and vote at meetings for and on their behalf if they are unable to attend the meetings.
- 3.8. The process of the Company's general meeting will be monitored and reviewed on a regular basis, and, if necessary, changes will be made to ensure that Shareholders' needs are best served.
- 3.9. Board members, in particular, either the chairmen of Board committees or their delegates, appropriate management executives and external auditors will attend annual general meetings to answer Shareholders' questions.

## **4. Company Contacts**

In relation to the Shareholders Communication, the Shareholders and the investment community should contact the Company Secretary or the Vice President of Corporate Development and Communications by email to [InvestorRelation@ctil.com](mailto:InvestorRelation@ctil.com) or by mail to 30/F., Prosperity Millennia Plaza, 663 King's Road, North Point, Hong Kong.

## **5. Shareholders' Privacy**

The Company recognizes the importance of Shareholders' privacy and will not disclose Shareholders' information without their consent, unless required by law to do so.