

16 January 2024

Dear non-registered shareholder(s),

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited **Listing Rules** under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, Beijing Jingneng Clean Energy Co., Limited **Company** **Corporate Communications** s 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 (a) 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 www.jncec.com and the HKEXnews website at www.hkexnews.hk in place of printed copies.

As a non-registered shareholder, if you wish to receive Actionable Corporate Communications^(Note) from the Company pursuant to the Listing Rules, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares are held (collectively, the

If the Company does not receive your functional email address from the Intermediaries, until such time that the functional email address is provided to the Intermediaries, 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 enclosed reply form registrar (the **Share Registrar** **chai, Hong** Kong or send an email to jncec.ecom@computershare.com.hk specifying your name, address and request to receive the Corporate Communications in printed form.

Should you have any queries relating to this letter, please contact the Share Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Mondays to Fridays, excluding Hong Kong public holidays.

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(f)

www.jncec.com

www.hkexnews.hk



REPLY FORM

To: 00579 00579
 c/o Computershare Hong Kong Investor Services Limited (t
 17M Floor, Hopewell Centre 183
 183 Queen s Road East, Wanchai, Hong Kong 17M

REMINDER

As a non-registered shareholder, if you wish to receive Actionable Corporate Communications^(Note 1) pursuant to the Listing Rules, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares are held (collectively,

Request for Corporate Communications* in printed form /

(Please mark ✓ in the below box if applicable)

Name of the listed company: Beijing Jingneng Clean Energy Co., Limited
北京京能清潔能源電力股份有限公司

I/we would like to receive future Corporate Communications* in printed form.

Printed English version

Printed Chinese version

Printed English and Chinese versions

Name(s) of Non-registered holder(s):

Signature(s): ^(Note 2)

Please use ENGLISH BLOCK LETTERS

Contact number:

Date:

Notes:

1. This letter is addressed to non-registered holder(s) of the Company notified the Company from time to time through Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communications*).
2. Please complete all your details clearly.
3. Any form with no box marked (✓), with no signature or otherwise incorrectly completed will be void.
4. For the avoidance of doubt, the Company does not accept any other instructions given in this Reply Form.

* Unless otherwise specified, Corporate Communications refer to any documents issued or to be issued by the Company for the information or action report, its annual accounts together with a listing document; (e) a circular and (f) a proxy form.