



## ENM HOLDINGS LIMITED

### 安寧控股有限公司

*(Incorporated in Hong Kong with limited liability)*

**(Stock Code: 00128)**

## TERMS OF REFERENCE OF NOMINATION COMMITTEE

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### Membership

1. The Nomination Committee (the “Committee”) shall be appointed by the Board and shall consist of not less than three members, a majority of whom shall be Independent Non-Executive Directors. At least one member of the Committee must be of a different gender.
2. The Chairman of the Committee shall be appointed by the Board and should be the chairman of the Board or an Independent Non-Executive Director.
3. The Company Secretary or her nominee shall act as the Committee’s secretary.

### Frequency and Proceedings of Meetings

4. The Committee shall meet at least once annually. Additional meetings shall be held as the work of the Committee demands.
5. The quorum of a meeting shall be two members of the Committee.
6. Questions arising at any meetings of the Committee shall be decided by a majority of votes of the members present and, in case of an equality of votes, the chairman of a meeting shall have a second or casting vote.
7. The meetings and proceedings of the Committee are governed by the provisions of the Articles of Association of the Company for regulating the meetings and proceedings of the Directors.
8. The Committee may, from time to time, invite advisors to the meeting, including but not limited to external advisors or consultants to advise its members.

### Annual General Meeting

9. The Chairman of the Committee should, as far as practicable, attend the Annual General Meeting of the Company and make himself/herself available to respond to any shareholder questions on the Committee’s activities.

## **Authority**

10. The Committee is to be provided with sufficient resources to perform its duties.
11. When necessary, the Committee is authorised by the Board to obtain independent professional advice, at the Company's expense, to perform its responsibilities.

## **Duties**

12. The Committee shall:
  - (a) review the Company's Nomination Policy periodically; and
  - (b) without prejudice to the generality of the foregoing:
    - (i) review the structure, size and composition (including the skills, knowledge and experience) of the Board at least annually, assist the Board in maintaining a board skills matrix, and make recommendations on any proposed changes to the Board to complement the Company's corporate strategy;
    - (ii) identify individuals suitably qualified to become Board members and select or make recommendations to the Board on the selection of individuals nominated for directorships;
    - (iii) assess the independence of Independent Non-executive Directors;
    - (iv) make recommendations to the Board on the appointment or re-appointment of Directors and succession planning for Directors, in particular the chairman and the chief executive officer;
    - (v) support the Company's regular evaluation of the Board's performance;
    - (vi) review the implementation and effectiveness of the Board Diversity Policy at least annually; review measurable objectives for the implementation of the Board Diversity Policy and monitor progress towards the achievement of such objectives; and make the relevant disclosure in the Corporate Governance Report;
    - (vii) do any such things to enable the Committee to discharge its powers and functions conferred on it by the Board;
    - (viii) conform to any requirement, direction, and regulation that may from time to time be prescribed by the Board or contained in the Company's constitution or imposed by legislation; and
    - (ix) review the Terms of Reference of the Committee periodically.

## **Reporting Procedures**

13. The Committee shall report to the Board on a regular basis. At the next Board meeting following a meeting of the Committee, the Chairman of the Committee shall report the work, decisions and recommendations of the Committee to the Board.