

# TAI PING CARPETS INTERNATIONAL LIMITED

(incorporated in Bermuda with limited liability)

(Stock Code: 146)



## SHAREHOLDERS COMMUNICATION POLICY

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### 1. Purpose

- 1.1. This Policy aims to set out the strategies of Tai Ping Carpets International Limited (the “**Company**”) for maintaining effective, transparent, accurate, continuous and open communication with the shareholders of the Company (the “**Shareholders**”) and the investment community at large and reinforce the Company’s commitment to promoting investor confidence by keeping the market fully informed at all times of the material information about the Company and that Shareholders and investment community have simultaneous access to the information relating to the Company’s financial performance, strategic goals and plans, material development of its projects, corporate exercises and governance issues.
- 1.2. For the purpose of this Policy, references to the investment community include the Company’s potential investors as well as analysts who report and analyse the Company’s performance.

### 2. General Policy

- 2.1. The Board of Directors (the “**Board**”) shall maintain an on-going dialogue with Shareholders and the investment community and aim at establishing a two-way relationship and communication between the Company and its Shareholders.
- 2.2. Information shall be communicated to Shareholders and the investment community mainly through:
  - (a) making available all the disclosures submitted to The Stock Exchange of Hong Kong Limited on its website ([www.hkexnews.hk](http://www.hkexnews.hk));
  - (b) the Company’s website ([www.taipingcarpets.com](http://www.taipingcarpets.com));
  - (c) interim reports and annual reports; and
  - (d) annual general meetings and other general meetings.
- 2.3. Effective and timely dissemination of information to Shareholders and the investment community shall be ensured at all time and the effectiveness of the communication channels will be reviewed regularly.
- 2.4. Any question regarding this Policy shall be directed to the Company Secretary of the Company.

### **3. Communication Strategies**

#### ***Shareholders' Enquires***

- 3.1. Shareholders shall direct their questions about their shareholdings to the Company's Branch Share Registrar and Transfer Office.
- 3.2. Shareholders and the investment community may at any time contact the Company Secretary to understand the information published by the Company.
- 3.3. Shareholders and the investment community who intend to put forward their enquires about the Company should contact the Company Secretary of the Company. The Company will endeavor to respond to their enquires in a timely manner.

#### ***Corporate Communication#***

- 3.4. Corporate communication shall be provided to Shareholder in plain language and in both English and Chinese versions to facilitate Shareholders' understanding.

#### ***Corporate Website***

- 3.5. The Company is committed to maintaining a corporate website with general information about the Company and its business.
- 3.6. A dedicated "Investors" section is available on the Company's website ([www.taipingcarpets.com](http://www.taipingcarpets.com)). Information on the Company website is updated on a regular basis.
- 3.7. Information uploaded by the Company to the website of The Stock Exchange of Hong Kong Limited is also posted on the Company's website immediately thereafter. Such information includes announcements, results announcements, circulars, notice of general meetings, annual reports, interim reports and other documents etc.

#### ***Shareholders' Meeting***

- 3.8. 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.
- 3.9. Appropriate arrangements for the annual general meetings will be in place to encourage Shareholders' participation.
- 3.10. The process of the Company's general meeting shall be monitored and reviewed on a regular basis, and, if necessary, changes be made to ensure that Shareholders' needs are best served.
- 3.11. Board members, in particular, the chairman of the Board, the chairmen of Board committees or their delegates, appropriate key senior management executives and external auditors will attend annual general meeting to answer Shareholders' questions.

### ***Investment Market Communications***

- 3.12. The Company, depending on its need, will arrange investor/analysts briefings and one-on-one meetings and participate marketing activities etc., in order to facilitate communication between the Company, Shareholders and the investment community.

### **4. Shareholder Privacy**

- 4.1. The Company recognises the importance of Shareholders' privacy and will not disclose Shareholders' information without their consent, unless required by applicable laws and regulations to do so.

# *Corporate Communication 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, annual accounts together with a copy of the auditor's report, interim report, notice of meeting, circular and proxy form.*