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Beijing Jingneng Clean Energy Co., Limited

北京京能清潔能源電力股份有限公司

(A joint stock company incorporated in the People's Republic of China with limited liability)

(Stock Code: 00579)

2023

that an extraordinary general meeting (the “*Meeting*”) of Beijing Jingneng Clean Energy Co., Limited (the “*Company*”) will be held at 10:00 a.m. on Thursday, 28 December 2023 at Meeting Room 802, 8th Floor, No. 6 Xibahe Road, Chaoyang District, Beijing, the PRC, for the purposes of considering and, if thought fit, passing the following resolutions:

1. To consider and approve the proposed adjustment to the investment business plan of the Company for the year 2023.
2. To consider and approve the proposed amendments to articles of association of the Company.

By Order of the Board

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Chairman

Beijing, the PRC
11 December 2023

As at the date of this notice, the executive directors of the Company are Mr. Zhang Fengyang, Mr. Chen Dayu, Mr. Zhang Wei and Mr. Li Minghui; the non-executive directors are Mr. Zhou Jianyu, Mr. Song Hiyong and Ms. Zhang Yi; the independent non-executive directors are Ms. Zhao Jie, Mr. Wang Hongxin, Mr. Qin Haiyan and Ms. Hu Hiyong.

Notes:

Details of the above resolutions are set out in the circular of the Company dated 11 December 2023 (the “**Z**”). Unless otherwise defined, capitalized terms shall have the same meanings as defined in the Circular.

1

Holders of H shares of the Company are advised that the share register for H shares of the Company will be closed from Thursday, 21 December 2023 to Thursday, 28 December 2023 (both days inclusive). The Shareholders whose names appear on the register of members of the Company on the close of business on Wednesday, 20 December 2023 are entitled to attend and vote at the EGM.

Holders of H shares of the Company who wish to attend the EGM but have not registered the transfer documents are required to deposit the transfer documents together with the relevant share certificates at the H share registrar of the Company in Hong Kong, Computershare Hong Kong Investor Services Limited, at Shops 1712-16, 17th Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong by no later than 4:30 p.m. on Wednesday, 20 December 2023 for registration.

2

Shareholders entitled to attend and vote at the EGM may appoint one or more proxies to attend and vote in their stand. A proxy needs not be a Shareholder of the Company.

The instrument appointing a proxy must be in writing under the hand of a Shareholder or his attorney duly authorized in writing. If the Shareholder is a corporate body, the proxy form must be either executed under its common seal or under the hand of its director(s) or duly authorized attorney(s). If the proxy form is signed by an attorney of the Shareholder, the power of attorney authorizing that attorney to sign or other authorization documents must be notarized.

For holders of H shares of the Company, the proxy form together with the power of attorney or other authorization document (if any) must be lodged at the Company’s H share registrar in Hong Kong, Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong in person or by post not less than 24 hours before the time fixed for holding the EGM (i.e. by no later than 10:00 a.m. on Wednesday, 27 December 2023) or any adjournment thereof (as the case may be) in order to be valid. Shareholders can still attend and vote at the EGM upon completion and return of the proxy form.

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Address: 7/8F, No. 6 Xibahe Road,
 Chaoyang District,
 Beijing,
 the PRC

Telephone: (86 10) 8740 7010 / (86 10) 8740 7065

4. **凡投票者須將票紙填妥，並交還主席或主席代表。**

Any vote of Shareholders at the EGM must be taken by poll.

5. **凡出席股東大會者須負責其交通及食宿費用。**

Shareholders (in person or by proxy) attending the EGM are responsible for their own transportation and accommodation expenses. Shareholders or their proxies attending the EGM shall produce their identity documents.

6. References to time and dates in this notice are to Hong Kong time and dates.