



# 北控水務集團有限公司

BEIJING ENTERPRISES WATER GROUP LIMITED

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

(Stock code: 371)

(股份代號：371)

## NOTIFICATION LETTER 通知信函

29 April 2025

Dear Registered Shareholders<sup>(1)</sup>,

**Beijing Enterprises Water Group Limited (the “Company”)**

– Notice of publication of 2024 Annual Report, Circular dated 29 April 2025 containing Notice of Annual General Meeting together with the Form of Proxy and 2024 Sustainability Report (collectively the “Current Corporate Communications”)

The Current Corporate Communications of the Company, in both English and Chinese versions, is now available on the website of the Company at [www.bewg.net](http://www.bewg.net) and the website of The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) at [www.hkexnews.hk](http://www.hkexnews.hk) respectively (the “Website Version”). The Company strongly recommends you to gain access the Website Version of the Current Corporate Communications. If you have elected to receive the Corporate Communications<sup>(2)</sup> in printed form, the Current Corporate Communications are enclosed.

If you for any reason have difficulty in receiving email notification or gaining access to the Website Version of the Corporate Communications and would like to receive the Current Corporate Communications and all future Corporate Communications<sup>(2)</sup> in printed form, please complete, sign the enclosed Reply Form and return it to the branch share registrar of the Company in Hong Kong, Tricor Investor Services Limited (“Branch Share Registrar”) at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong by post using the provided prepaid mailing label (no stamp is needed if posted in Hong Kong) or by email to [is-bewg-ecom@vistra.com](mailto:is-bewg-ecom@vistra.com). The Company will promptly upon your request send the Current Corporate Communications to you in printed form free of charge.

It is the responsibility of Registered Shareholders to provide a functional<sup>(3)</sup> email address. If you have not provided your email address to the Company or need to update your email address, the Company recommends you to provide your email address by completing, signing the enclosed Reply Form and returning to the Branch Share Registrar at the above-mentioned address by post or by email to [is-bewg-ecom@vistra.com](mailto:is-bewg-ecom@vistra.com). If the Company does not have your functional email address, until such time that the functional email address is provided to the Branch Share Registrar, you will be unable to receive via email notices of publication of the Website Version of Corporate Communications (“Notice of Publication”) in electronic form. As such, the Company would only be able to send you the Notice of Publication and the Actionable Corporate Communications<sup>(4)</sup> in printed form by post.

Should you have any queries relating to this notification, please call the Branch Share Registrar’s telephone hotline at (852) 2980 1333 from 9:00 a.m. to 6:00 p.m., Monday to Friday (excluding public holidays).

Yours faithfully,  
For and on behalf of  
**Beijing Enterprises Water Group Limited**  
**Tung Woon Cheung Eric**  
Director and Company Secretary

### Notes:

- Holder(s) of the Share(s) of the Company.
- Corporate Communications include any document(s) issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to (a) the directors’ report and its annual accounts together with a copy of the auditors’ report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) the quarterly report, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; (g) a proxy form; and (h) Actionable Corporate Communications<sup>(4)</sup>.
- It is the responsibility of a Registered Shareholder to provide email address that is functional. The Company will be considered to have complied with the Listing Rules if it sends Actionable Corporate Communications to the email address provided by a Registered Shareholder.
- Actionable Corporate Communications refer to any corporate communications that seek instructions from the Shareholders on how they wish to exercise their rights or make elections as Shareholders.

各位登記股東<sup>(1)</sup>：

北控水務集團有限公司（「本公司」）

一刊發二零二四年年報及載有股東週年大會通告連同代表委任表格之日期為二零二五年四月二十九日之通函及二零二四年可持續發展報告（統稱「本次公司通訊」）

本公司本次公司通訊，均備有英文及中文版本已上載於本公司網站[www.bewg.net](http://www.bewg.net)及香港聯合交易所有限公司（「聯交所」）之網站[www.hkexnews.hk](http://www.hkexnews.hk)（「網站版本」）。本公司建議閣下閱覽本次公司通訊的網站版本。如閣下已選擇收取公司通訊<sup>(2)</sup>的印刷本，隨函附上本次公司通訊。

如閣下因任何理由無法以電子郵件方式收取或閱覽公司通訊的網站版本，及欲索取本次公司通訊及日後公司通訊<sup>(2)</sup>的印刷本，請填妥及簽署隨附之回條，並按上述地址以郵寄方式交回本公司的股份過戶登記分處（「股份過戶登記分處」）卓佳證券登記有限公司，地址為香港夏慤道16號遠東金融中心17樓（如在香港投寄毋須貼上郵票），或電郵至[is-bewg-ecom@vistra.com](mailto:is-bewg-ecom@vistra.com)。本公司會因應閣下之要求立即寄上本次公司通訊的印刷本，費用全免。

登記股東有責任提供有效的<sup>(3)</sup>電子郵件地址。如閣下尚未提供閣下之電子郵件地址予本公司，或需更新閣下之電子郵件地址，本公司建議閣下填妥及簽署隨附之回條，並按上述地址以郵寄方式交回本公司的股份過戶登記分處或以電郵方式發送至[is-bewg-ecom@vistra.com](mailto:is-bewg-ecom@vistra.com)。如果本公司沒有收到閣下有效的電子郵件地址，閣下將無法透過電子郵件方式收取以電子方式發送的公司通訊網站版本的登載通知（「登載通知」）。本公司只能以郵寄印刷本方式向閣下發送登載通知及可供採取行動的公司通訊<sup>(4)</sup>之印刷本予閣下，直至股份過戶登記分處收到閣下有效的電子郵件地址為止。

倘閣下對本通知有任何查詢，請於星期一至星期五（公眾假期除外）上午9時至下午6時，致電股份過戶登記分處熱線(852) 2980 1333。

代表  
北控水務集團有限公司  
董事及公司秘書  
董漢樟  
謹啟

二零二五年四月二十九日

### 附註：

- 本公司股份持有人。
- 公司通訊包括本公司發佈或將予發佈以供其任何證券持有人或投資大眾參照或採取行動的任何文件，其中包括但不限於(a)董事會報告；公司年度帳目連同核數師報告以及(如適用)財務摘要報告；(b)中期報告及(如適用)中期摘要報告；(c)季度報告(如有)；(d)會議通告；(e)上市文件；(f)通函；(g)代表委任表格；及(h)可供採取行動的公司通訊<sup>(4)</sup>。
- 閣下有責任提供有效的電郵地址。如果本公司向登記股東提供的電郵地址發送可供採取行動的公司通訊，則本公司將被視為已遵守香港聯合交易所有限公司證券上市規則的有關規定。
- 可供採取行動的公司通訊是指任何涉及要求股東指示其擬如何行使其有關股東權利的公司通訊。

## REPLY FORM 回條

**To: Beijing Enterprises Water Group Limited**  
**(the “Company”) (Stock Code: 371)**  
*(Incorporated in Bermuda with limited liability)*  
c/o Tricor Investor Services Limited  
17/F, Far East Finance Centre  
16 Harcourt Road, Hong Kong

致：北控水務集團有限公司  
(「本公司」)(股份代號：371)  
(於百慕達註冊成立之有限公司)  
經 卓佳證券登記有限公司  
香港夏慤道16號  
遠東金融中心17樓

Part A – I/We would like to receive the Current Corporate Communications and all future Corporate Communications<sup>(7)</sup> of the Company in printed form in the manner as indicated below:  
甲部 – 本人／我們現欲以下列方式收取本公司本次公司通訊及將來所有公司通訊<sup>(7)</sup>之印刷本：

(Please mark "✓" in **ONLY ONE** of the following boxes 請從下列選擇中，僅在其中一個空格內劃上「✓」號)

- ☐ to receive a printed copy **in English language only**; OR  
僅收取一份英文印刷本；或
- ☐ to receive a printed copy **in Chinese language only**; OR  
僅收取一份中文印刷本；或
- ☐ to receive a printed copy **in both English language and Chinese language**.  
同時收取英文及中文各一份印刷本。

Part B – I/we would like to receive all future Corporate Communications<sup>(7)</sup> and Actionable Corporate Communications<sup>(8)</sup> in electronic form via the email address below:  
乙部 – 本人／我們現欲以以下電郵地址電子郵件方式收取本公司所有將來的公司通訊<sup>(7)</sup>及可供採取行動的公司通訊<sup>(8)</sup>的登載通知：

[illegible]

(Please provide the email address in English Capital Letters)  
(請以英文正楷填寫電郵地址)

簽名:

(Please use BLOCK LETTERS 請用正楷填寫)

(English 英文)

(Please use BLOCK LETTERS 請用正楷填寫)

日期：\_\_\_\_\_

*Notes 附註：*

1. Please complete and sign this Reply Form and return it by cutting and sticking the prepaid mailing label on an envelope to the branch share registrar of the Company in Hong Kong, Tricor Investor Services Limited ("Branch Share Registrar") or via email to is-bewg-come@vistra.com.
- 請填妥及簽署本回條，並貼附已付郵費的郵票或標貼信封上，寄回本公司之香港股份過戶登記處卓佳證券登記有限公司（「股份過戶登記處」），或電郵至 is-bewg-come@vistra.com。
2. Please complete this Reply Form fully. Any Reply Form with no indicated choice, with no signature or otherwise incorrectly completed shall be void. If your shares are held in joint names, the shareholder whose name stands first on the register of members of the Company in respect of the joint holding should sign on this Reply Form in order to be valid.
- 請填妥及簽署本回條，並確保本回條已填妥所有選擇，並無任何簽名或其他方式錯誤填寫，否則該回條將屬無效。若您的股份以共同名義持有，則在該股份之共同持有者名單上名列首位的股東簽署，方為有效。
3. The above instruction for part A will apply to all future Corporate Communications to be sent to you until you notify otherwise by reasonable notice in writing to the Branch Share Registrar or until 4 May 2026 (whichever is earlier). Further notice in writing will be required if a shareholder prefers to continue receiving printed copy of future Corporate Communications.
- 上述第3部分指示適用於本公司日後向閣下發出的所有公司通訊，直至閣下以合理時間書面通知股份過戶登記處更改或至2026年5月4日（以較早者為準）。如果股東希望繼續收到日後的公司通訊的印刷本，則需要進一步書面請求。
4. Both English and Chinese versions of the Corporate Communications are combined into one document, a printed form of the Corporate Communications with both English and Chinese versions will be sent to the Registered Shareholder requesting for a printed form of any version(s) of the Corporate Communications.
- 若公司通訊的英文版及中文版合併為一份文件，則公司通訊的英文版及中文版本的印刷版本將寄給要求索取任何一本本公司通訊印刷版本的登記股東。
5. It is the responsibility of the Registered Shareholders to provide email address that is functional. If the Company does not possess the email address of a Registered Shareholder or the email address provided is not functional, such Registered Shareholder will be deemed, until such time when such Registered Shareholder has provided a valid and functional email address to the Branch Share Registrar, to have elected to receive a notice of publication of the Corporate Communications by email.
- 登記股東有責任提供有效的電子郵件地址。倘若本公司並無該登記股東的電子郵件地址或所提供的電子郵件地址無效，則該登記股東將被視為已選擇以郵寄方式接收公司通訊的登載通知，直至該登記股東向股份過戶登記處提供有效且可用的電子郵件地址為止。
6. For the avoidance of doubt, no additional instructions (other than those imparted herein) written on this Reply Form will be processed.
- 為免任何疑問，任何在本回條寫上的額外指示（本回條上所列之指示除外）將不予處理。
7. Corporate Communications include any document(s) issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to (a) the directors' report and its annual returns together with the company's reports and where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) the quarterly report, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; (g) a proxy form; and (h) actionable Corporate Communications.
- 公司通訊包括本公司發佈或將予發佈以供其任何證券持有人或投資大眾參照或採取行動的任何文件，其中包括但不限於(a)董事會報告、公司年度帳目連同核數師報告以及（如適用）財務摘要報告；(b)中期報告及（如適用）中期摘要報告；(c)季度報告（如有）；(d)股東會議通告；(e)上市文件；(f)通函；(g)代表委任表格；及(h)可供採取行動的公司通訊。
8. Shareholders may elect to receive any or all of the Corporate Communications sent to them by the Shareholders on how they wish to exercise their rights or make elections as Shareholders.
- 可供採取行動的公司通訊是指任何及所有之股東會議通告及其他任何使其具有關東權或權利之公司通訊。

## PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

"Personal Data" in this statement has the same meaning as "Personal Data" defined in the Personal Data (Privacy) Ordinance, Cap. 486 (the "PDPO"), which may include but not limited to your name, contact telephone number, email address and mailing address. Your supply of Personal Data is on a voluntary basis for the purpose of receiving Corporate Communications in the manner chosen. Your Personal Data will be retained for such period as may be necessary for our verification and record purposes. You have the right to request access to and/or to correct the respective Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of the Personal Data should be in writing by either of the following means:

本聲明中所指的「個人資料」具有香港法例第486章《個人資料(私隱)條例》(「《私隱條例》」)中「個人資料」的涵義,包括但不限於,閣下的名稱、聯絡電話號碼、電子郵箱地址和郵寄地址。閣下是自願向本公司提供閣下個人資料,以便以閣下所選之方式接收公司通訊。閣下的個人資料將在適當期間保留作核實及記錄用途。閣下有權根據《私隱條例》的條文要求查閱及/或修改閣下的個人資料。任何該等要求均須以書面方式透過以下途徑提出。

經郵寄： 個人資料私隱主任  
卓佳證券登記有限公司  
香港夏慤道16號  
遠東金融中心17樓

經電郵： is-enquiries@vistra.com

(Please cut along the dotted line 請沿虛線剪下)

**Mailing Label 郵寄標籤**

Please cut the mailing label and stick it on an envelope  
to return this Reply Form to us.

**No postage is necessary if posted in Hong Kong.**

當閣下寄回本回條時，請將郵寄標籤剪貼於信封上。  
如在本港投寄，閣下無需支付郵費或貼上郵票。

**Tricor Investor Services Limited**  
**卓佳證券登記有限公司**  
**Freepost No. 簡便回郵號碼: 10 GPO**  
**Hong Kong 香港**