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**中海油田服务股份有限公司**  
**China Oilfield Services Limited**

*(Incorporated in the People's Republic of China as a joint stock limited liability company)*  
**(Stock Code: 2883)**

**NOTICE OF ANNUAL GENERAL MEETING**

**NOTICE IS HEREBY GIVEN** that the Annual General Meeting (“AGM”) of China Oilfield Services Limited (the “Company”) will be held at Room 311, Main Building of COSL, 201 Haiyou Avenue, Yanjiao Economic & Technological Development Zone, Sanhe City, Hebei Province, the PRC, on Wednesday, 24 May 2023 at 10:00 a.m. for the purpose of considering and, if thought fit, passing the following resolutions:

**AS ORDINARY RESOLUTIONS**

1. To consider and approve the audited financial statements and the report of the auditor for the year ended 31 December 2022.
2. To consider and approve the proposed profit distribution plan and final dividend distribution plan for the year ended 31 December 2022.
3. To consider and approve the report of the Board of Directors for the year ended 31 December 2022.
4. To consider and approve the report of the Supervisory Committee for the year ended 31 December 2022.
5. To re-appoint Ernst & Young Hua Ming LLP and Ernst & Young as the domestic and international auditors of the Company for the year 2023 and authorisation to the board of directors (the “Board”) to fix the remuneration thereof.
6. To consider and approve the resolution in relation to the US Dollar loans extension by the wholly-owned subsidiary, COSL Middle East FZE, and the provision of guarantee by the Company thereof.

## AS SPECIAL RESOLUTIONS

7. To consider and approve the provision of guarantees for the wholly-owned subsidiaries of the Company.
8. To consider and, if thought fit, to pass the following resolutions:
  - (a) approve a general mandate to the Board to, by reference to market conditions and in accordance with needs of the Company, issue allot, overseas-listed foreign invested shares (H shares) not exceeding 20% of the total number of H shares in issue at the time of passing this resolution at the annual general meeting.
  - (b) subject to compliance with applicable laws and regulations and rules of the relevant securities exchange, the board of directors be authorised to (including but not limited to the following):
    - (i) determine the issuance price, time of issuance, period of issuance, number of shares to be issued, allottees and use of proceeds, and whether to issue shares to existing shareholders;
    - (ii) engage the services of professional advisers for share issuance related matters, and to approve and execute all acts, deeds, documents or other matters necessary, appropriate or required for share issuance;
    - (iii) approve and execute documents related to share issuance for submission to regulatory authorities, and to carry out relevant approval procedures;
    - (iv) after share issuance, make corresponding amendments to the articles of association of the Company relating to share capital and shareholdings etc., and to carry out relevant registrations and filings.

The above general mandate will expire on the earlier of (“**Relevant Period**”):

- (i) the conclusion of the annual general meeting of the Company for 2023;
- (ii) the expiration of a period of twelve months following the passing of this special resolution at the annual general meeting for 2022; or
- (iii) the date on which the authority conferred by this resolution is revoked or varied by a special resolution of shareholders at a general meeting,

except where the board of directors has resolved to issue H shares during the Relevant Period and the issue of shares is to be continued or implemented after the Relevant Period.

9. To consider and, if thought fit, to approve the following general mandate to buy back domestic shares (A shares) and overseas-listed foreign invested shares (H shares):
- (a) approve a general mandate to the board of directors to, by reference to market conditions and in accordance with needs of the Company, to buy back domestic shares (A shares) not exceeding 10% of the total number of domestic shares (A shares) in issue at the time when this resolution is passed at annual general meeting and the relevant resolutions are passed at class meetings of shareholders. Pursuant to PRC laws and regulations, in the case of buy back of A shares to be canceled to reduce the registered capital, the Board of the Company will seek further approval from its shareholders in general meeting for each buy back of domestic shares (A shares) even where the general mandate is granted, but will not be required to seek shareholders' approval at class meetings of domestic share (A share) shareholders or overseas-listed foreign invested share (H share) shareholders.
  - (b) approve a general mandate to the board of directors to, by reference to market conditions and in accordance with needs of the Company, to buy back overseas-listed foreign invested shares (H shares) not exceeding 10% of the total number of overseas-listed foreign invested shares (H shares) in issue at the time when this resolution is passed at the annual general meeting and the relevant resolutions are passed at class meetings of shareholders.
  - (c) the board of directors be authorised to (including but not limited to the following):
    - (i) determine time of buy back, period of buy back, buy back price and number of shares to buy back, etc.;
    - (ii) notify creditors and issue announcements;
    - (iii) open overseas share accounts and to carry out related change of foreign exchange registration procedures;
    - (iv) carry out relevant approval procedures and to carry out filings with the China Securities Regulatory Commission; and
    - (v) carry out cancellation procedures for buy back shares, make corresponding amendments to the Articles of Association of the Company relating to share capital and shareholdings etc., carry out modification registrations, and to deal with any other documents and matters related to share buy back.

The above general mandate will expire on the earlier of (“**Relevant Period**”):

- (i) the conclusion of the annual general meeting of the Company for 2023;

- (ii) the expiration of a period of twelve months following the passing of this special resolution at the annual general meeting for 2022, the first A Shareholders' Class Meeting in 2023 and the first H Shareholders' Class Meeting in 2023; or
- (iii) the date on which the authority conferred by this resolution is revoked or varied by a special resolution of shareholders at a general meeting, or a special resolution of shareholders at a class meeting of domestic share (A share) shareholders or a class meeting of overseas-listed foreign invested share (H share) shareholders,

except where the board of directors has resolved to buy back domestic shares (A shares) or overseas-listed foreign invested shares (H shares) during the Relevant Period and the share buy back is to be continued or implemented after the Relevant Period.

By Order of the Board  
**China Oilfield Services Limited**  
**Sun Weizhou**  
*Joint Company Secretary*

17 April 2023

*As at the date of this notice, the executive directors of the Company are Messrs. Zhao Shunqiang (Chairman) and Xiong Min; the non-executive directors of the Company are Messrs. Wu Wenlai and Liu Zongzhao; and the independent non-executive directors of the Company are Ms. Chiu Lai Kuen, Susanna, Messrs. Kwok Lam Kwong, Larry and Yao Xin.*

*Notes:*

- (1) All resolutions at the meeting will be taken by poll pursuant to the Hong Kong Listing Rules and the results of the poll will be published on the Stock Exchange's and the Company's websites in accordance to the Hong Kong Listing Rules.
- (2) Holders of the Company's overseas listed foreign invested shares (H Shares) whose names appear on the Company's register of members maintained by Computershare Hong Kong Investor Services Limited on Tuesday, 16 May 2023 are entitled to attend and vote at the AGM.
- (3) Each shareholder of the Company who has the right to attend and vote at the AGM is entitled to appoint in writing one or more proxies, whether a shareholder or not, to attend and vote on his behalf at the AGM. Where a shareholder has appointed more than one proxy to attend the general meeting, the shareholder shall specify the class and number of shares of the Company in respect of which each proxy is so appointed. The instrument appointing a proxy must be in writing under the hand of the appointer or his attorney duly authorised in writing. In the case that an appointer is a legal person, the power of attorney must be either under the common seal of the legal person or under the hand of its director or other person, duly authorised. If the instrument appointing a proxy is signed by an attorney of the appointer, the power of attorney authorising that attorney to sign, or other documents of authorisation, must be certified by a notary public. For holders of H Shares, the power of attorney or other documents of authorisation and proxy forms must be delivered to the H Share registrar of the Company, Computershare Hong Kong Investor Services Limited at 17M Floor, Hopewell Centre, 183 Queen's

Road East, Wanchai, Hong Kong by post or facsimile, no less than 24 hours before the time appointed for the holding of the AGM in order for such documents to be valid. For holders of A Shares, the above-mentioned documents must be delivered to the Office of the Secretary of the Board of the Company before the above-mentioned time.

- (4) Holders of H Shares whose names appear on the Company's register of members maintained by Computershare Hong Kong Investor Services Limited and holders of A Shares whose name appear on the Company's register of members maintained by Shanghai branch of China Securities Depository & Clearing Corporation Limited on Tuesday, 16 May 2023 are entitled to attend the AGM. The Company's register of members will be closed from Tuesday, 16 May 2023 to Wednesday, 24 May 2023 (both days inclusive), during which time no transfer of shares will be registered. Transferees of H Shares who wish to attend the AGM must deliver their duly stamped instruments of transfer, accompanied by the relevant share certificates, to Computershare Hong Kong Investor Services Limited by no later than 4:30 p.m. on Monday, 15 May 2023 for completion of the registration of the relevant transfer in accordance with the Articles of Association of the Company.

Computershare Hong Kong Investor Services Limited's address is as follows:

Shops 1712-1716

17th Floor, Hopewell Centre

183 Queen's Road East

Wanchai

Hong Kong

- (5) Shareholders or their proxies must present proof of their identities upon attending the AGM. Should a proxy be appointed, the proxy must also present copies of his/her form of proxy, or copies of appointing instrument and power of attorney, if applicable.
- (6) The AGM is expected to last not more than one day. Shareholders or proxies attending the AGM are responsible for their own transportation and accommodation expenses.
- (7) For the purpose of determining entitlement for the final dividend for the year ended 31 December 2022, the H Shares register of members of the Company will be closed from Friday, 9 June 2023 to Wednesday, 14 June 2023, both days inclusive, during which period no transfer of Shares will be effected. In order to be entitled for the final dividend for the year ended 31 December 2022, holders of H Shares whose transfers have not been registered shall deposit the transfer documents together with the relevant share certificates at the H Share registrar of the Company, Computershare Hong Kong Investor Services Limited at Shops 1712-1716, 17th Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong by no later than 4:30 p.m. on Thursday, 8 June 2023. Holders of A Shares should contact the secretary of the Board for details concerning registration of transfers of A Shares.