In order to safeguard the legitimate rights and interests of Shandong Molong Petroleum Machinery Company Limited. (hereinafter referred to as the "Company") and its shareholders, clarify the duties and authorities of the shareholders' meeting, and ensure that the shareholders' meeting exercises its powers in accordance with the law and practices, in accordance with the Company Law of the People 's Republic of China (hereinafter referred to as the "Company Law"), the Securities Law of the People' s Republic of China (hereinafter referred to as the "Securities Law"), the Rules of the Shareholders' Meetings of Listed Companies (hereinafter referred to as the "Shareholders' Meeting Rules"), the Code of Corporate Governance for Listed Companies the Rules Governing the Listing of Stocks of the Shenzhen Stock Exchange (hereinafter referred to as the "Listing Rules") and Guidelines for the Standard Operation of Companies Listed on the Shenzhen Stock Exchange No. 1 - Standardized Operations of Main Board Listed Companies, the Articles of Association of Shandong Molong Petroleum Machinery Company Limited (hereinafter referred to as the "Articles of Association") and other relevant regulations.

The Company shall convene shareholders' meetings

When the Company convenes a shareholders' meeting, it shall engage a lawyer to issue legal opinions on the following issues and make an announcement:

(1) Whether the convening and holding procedures of the meeting comply with the provisions of laws, administrative regulations and the Company's Articles of Association;

(2) Whether the qualifications of the attendees and the convener are legal and valid;

(3) Whether the voting procedures and results of the meeting are legal and valid;

(4) Legal opinions on other relevant issues as requested by the Company.

According to the Company Law and the Articles of Association, the shareholders' meeting is the highest authority of the Company and exercises the following powers in accordance with the law:

(1) To elect and replace directors and to decide on matters concerning the remuneration of directors;

(2) Review and approve the report of the board of directors;

(3) Review and approve the Company's profit distribution plan and loss recovery plan;

(4) Make resolutions on increasing or decreasing the registered capital of the Company;

(5) Make resolutions on the issuance of corporate bonds;

(6) Make resolutions on the merger, division, dissolution, liquidation or change of form of the Company;

(7) Amend the Articles of Association;

(8) Make resolutions on the engagement and dismissal of accounting firms undertaking the Company's audit business;

(9) Review and approve the guarantee matters as stipulated in Article 7 of these Rules;

(10) Review matters where the purchase or sale of major assets by the Company within one year exceeds 30 percent of the Company's most recent audited total assets;

(11) Review and approve matters concerning changes in the use of raised funds;

(12) Review equity incentive plans and employee stock ownership plans;

(13) Review other matters that shall be decided by the shareho

When the shareholders' meeting of the Company deliberates on the guarantee matters referred to in Paragraph 3 of the preceding paragraph, it shall be approved by more than two-thirds of the voting rights held by the shareholders present at the meeting.

When the shareholders' meeting deliberates on a proposal to provide security for a shareholder, the actual controller and their related parties, the shareholder or the shareholder under the control of the actual controller shall abstain from voting, and the vote shall be passed by more than half of the voting rights held by the other shareholders present at the shareholders' meeting.

Directors and senior management of the Company shall be held accountable if they fail to enter into an external guarantee contract in accordance with the approval authority and review procedures for external guarantees of the Company and cause damage to the Company. Directors who are responsible for making decisions on non-compliant or obviously inappropriate external guarantees shall bear joint and several liability for the losses caused to the Company by such guarantees.

Shareholders' meetings are divided into annual and extraordinary shareholders' meetings. The annual shareholders' meeting shall be held once a year and shall be held within six months after the end of the previous fiscal year. An extraordinary shareholders' meeting shall be convened within two months in the event of circumstances under Article 113 of the Company Law where an extraordinary shareholders' meeting shall be convened.

Where any of the following circumstances occurs, the Company shall convene an extraordinary shareholders' meeting within two months from the date of occurrence of the fact:

(1) Where the number of directors is less than two-thirds of the number stipulated in the Company Law or in the Articles of Association;

(2) When the Company's unremedied losses account for one-third of its total share capital;

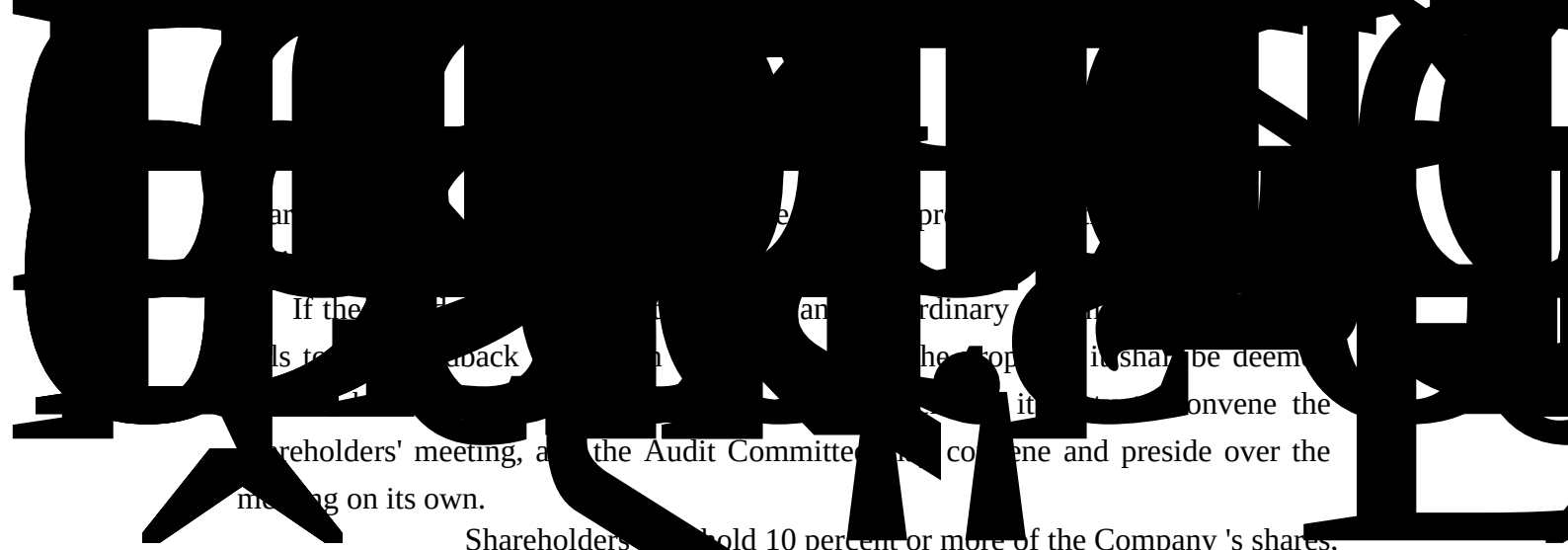
(3) At the request of shareholders who hold 10 percent or more of the Company's shares either individually or collectively;

(4) Where the board deems it necessary;

(5) When the Audit Committee proposes so;

justifiable reasons. If a change is necessary, the convener shall announcement and notification working days before the on-site meeting and explain the specific reasons. The Company will also provide electronic voting to provide convenience to shareholders. Shareholders who attend the shareholders' meeting by the above-mentioned means shall be deemed to be present.

The board of directors shall convene the shareholders' meeting on time within the prescribed period.



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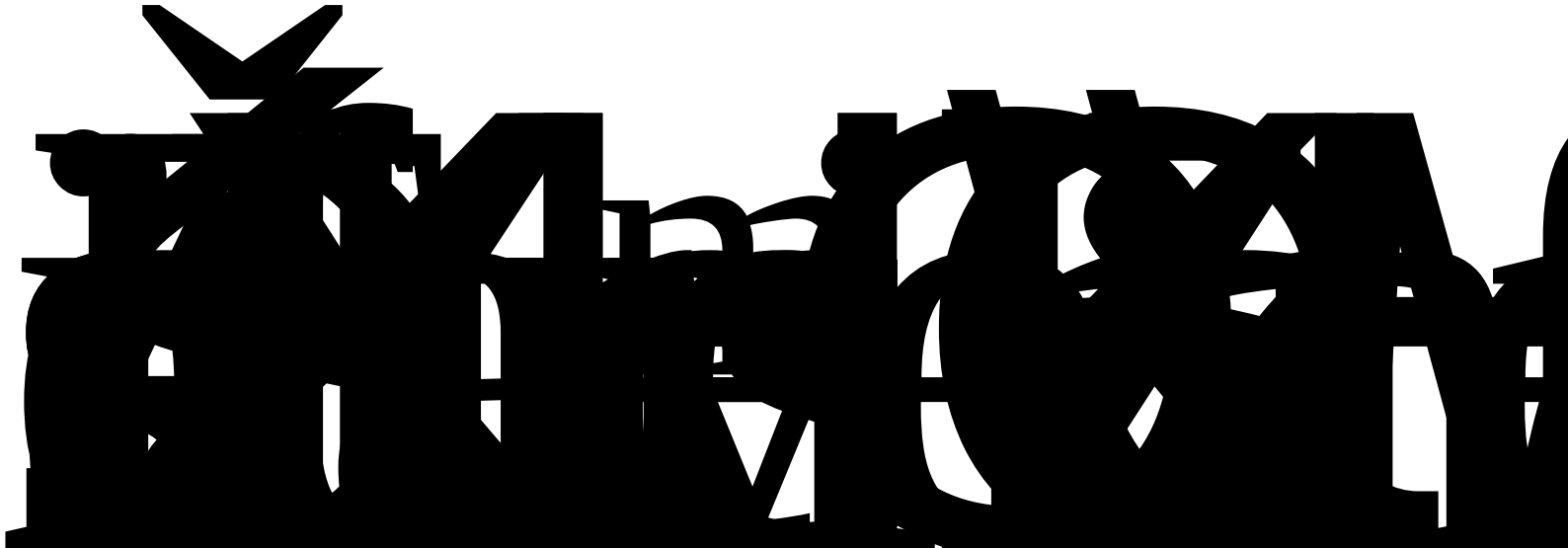
Shareholders [illegible]hold 10 percent or more of the Company 's shares, either individually or collectively, s[illegible]ll request the board of directors to convene an extraordinary shareholders' meeting in writing. The board shall, in accordance with laws, administrative regulations and the Company 's Articles of Association, provide written feedback within ten days of receipt of the request indicating whether it agrees or disagrees to convene an extraordinary shareholders' meeting.

If the board agrees to convene an extraordinary shareholders' meeting, it shall give notice of convening the shareholders' meeting within five days after making the board resolution, and any changes to the original request in the notice shall be subject to the consent of the relevant shareholders.

If the board of directors does not consent to the convening of an extraordinary shareholders' meeting, or fails to give feedback within ten days of receipt of the request, shareholders holding 10 percent or more of the Company 's shares, either individually or collectively, who propose to the Audit Committee to convene an extraordinary shareholders' meeting shall submit a written request to the Audit Committee.

If the Audit Committee agrees to convene an extraordinary shareholders' meeting, it shall give notice of convening the shareholders' meeting within five days of receiving the request, and any changes to the original request in the notice shall be subject to the consent of the relevant shareholders.



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Before the announcement of the resolution of the shareholders' meeting, the shareholding ratio of the convening shareholders shall not be less than ten percent.

The board of directors and the secretary of the board of directors shall cooperate for a shareholders' meeting convened by the Audit Committee or by shareholders themselves. The board shall provide a register of shareholders as of the record date. If the board fails to provide the register of shareholders, the convener may apply to the securities registrar and settlement authority for it with the relevant announcement of the notice of convening the shareholders' meeting. The register of shareholders obtained by the convener shall not be used for any purpose other than convening the shareholders' meeting.

The expenses of a shareholders' meeting convened by the Audit Committee or by shareholders themselves shall be borne by the Company.

The preparation of the shareholders' meeting shall be carried out under the leadership of the convener, with the responsibility of the secretary of the board of directors and the organization of relevant departments of the Company. The time and place of the shareholders' meeting should be chosen to allow as many shareholders as possible to attend the meeting, and the proportion of shareholders' participation in the shareholders' meeting should be increased through various means and channels, including the full use of modern information technology.

The preparation of the shareholders' meeting documents shall be carried out under the leadership of the convener, by the secretary of the board of directors, organized by the relevant personnel of the Company, and delivered to the shareholders or their representatives and directors and senior management before the shareholders' meeting is held.

The convener shall notify shareholders by public notice twenty-one days before the annual general meeting and by public notice fifteen days before the extraordinary general meeting.

The notice of the shareholders' meeting shall include the following:

(1) The time, place and duration of the meeting;

(2) Matters and proposals to be submitted for consideration at the meeting;

(3) Clearly stating in writing that all common shareholders are entitled to attend the shareholders' meeting and may appoint in writing an agent to attend the meeting and vote, and the agent must not be a shareholder of the Company;

(4) The record date of the shareholders entitled to attend the shareholders' meeting;

(5) Name and telephone number of the permanent contact person for the meeting affairs;

(6) Time and procedure for voting through the Internet or other means.

The start time of online or other means of voting at the shareholders' meeting shall not be earlier than 3:00 p.m. on the day before the on-site shareholders' meeting and shall not be later than 9:30 a.m. on the day of the on-site shareholders' meeting. The end time shall not be earlier than 3:00 p.m. on the day when the on-site shareholders' meeting ends.

There shall be no more than seven working days between the record date and the date of the meeting.

The record date determined in the notice of the shareholders' meeting shall not be changed once confirmed.

The notice of the shareholders' meeting and the supplementary notice shall fully and completely disclose the specific contents of all resolutions, as well as all information or explanations necessary for shareholders to make reasonable judgments on the matters to be discussed. Where the matter to be discussed requires the opinions of the independent directors, the opinions and reasons of the independent directors shall be disclosed simultaneously when the notice of the shareholders' meeting or the supplementary notice is issued.

Where the shareholders' meeting intends to discuss the election of directors, the notice of the shareholders' meeting shall fully disclose the detailed information of the director candidates, including at least the following:

(1) Personal information such as educational background, work experience, part-time positions, etc.

(2) Relationship with the Company or its controlling shareholders and actual controllers;

(3) The number of shares held in the Company;

(4) Whether they have been subject to punishment by the China Securities Regulatory Commission and other relevant authorities and disciplinary actions by the stock exchange.

Except for the election of directors by cumulative voting system, each director candidate shall be presented as a single proposal.

After the notice of the shareholders' meeting has been issued, the shareholders' meeting shall not be postponed or cancelled without justifiable reasons, and the resolutions listed in the notice shall not be cancelled. In the event of a postponement or cancellation, the convener shall make an announcement and explain the reasons at least two working days before the originally scheduled convening date.

If the shareholders' meeting is postponed, the record date shall not be changed and shall remain the date determined in the original notice of the shareholders' meeting, and the postponed date of the on-site meeting shall still be subject to the rule

that there shall be no more than seven working days between the postponed date and the record date.

Proposals of the shareholders' meeting shall fall within the authority of the shareholders' meeting, have clear topics and specific resolution matters, and comply with the relevant provisions of laws, administrative regulations and the Articles of Association of the Company.

When the Company convenes a shareholders' meeting, the board of directors, the Audit Committee and shareholders who hold one percent or more of the Company 's shares either individually or collectively shall have the right to make proposals to the Company.

Shareholders who hold one percent or more of the Company 's shares may submit provisional proposals in writing to the convener ten days before the shareholders' meeting. The convener shall, within two days of receiving the proposal, issue a supplementary notice to the shareholders' meeting, announce the content of the provisional proposal, and submit the provisional proposal to the shareholders' meeting for deliberation. Except where the provisional proposal contravenes laws, administrative regulations or Articles of Association, or is not within the purview of the shareholders' meeting. The Company may not increase the shareholding ratio of the shareholder who put forward the provisional proposal.

Except as provided in the preceding paragraph, after the convener issues the notice of the shareholders' meeting, it shall not modify the proposals already listed in the notice or add new proposals.

Proposals not listed in the notice of the shareholders' meeting or not in compliance with Article 26 of these Rules shall not be voted on and resolved by the shareholders' meeting.

Proposals concerning investment, property disposal, and mergers and acquisitions shall provide a detailed account of the matter, including: the amount involved, the price (or valuation method), the book value of the assets, the impact on the Company, the approval status, whether related transactions are involved, etc.

The list of candidates for directors shall be submitted to the shareholders' meeting for voting in the form of proposals.

When the shareholders' meeting votes on the election of directors, the cumulative voting system may be implemented in accordance with the provisions of the Articles of Association or the resolution of the shareholders' meeting.

Where the shareholders' meeting of the company elects more than two independent directors, the cumulative voting system shall be implemented.

Cumulative voting shall be implemented when a single shareholder and his or her concerted parties have an interest in 30 percent or more of the shares.

The cumulative voting system referred to above means that when a shareholders' meeting elects directors, each share has the same number of voting rights as the number of directors to be elected, and the voting rights held by shareholders can be concentrated. The board shall make public to shareholders the resumes and basic information of the candidate directors.

The methods and procedures for nominating directors are:

(1) The board of directors and shareholders who hold one percent or more of the Company's shares, either individually or collectively, are entitled to nominate non-independent directors. Candidates for non-independent directors shall make a written commitment before the shareholders' meeting to accept the nomination. (Except for employee representative directors);

(2) Employee representative directors shall be democratically nominated and elected by the employees of the Company through the employee representative assembly, the employee assembly or other forms;

(3) The board of directors and shareholders who hold one percent or more of the Company's shares, either individually or collectively, have the right to nominate independent directors. Investor protection institutions established in accordance with the law may publicly request shareholders to entrust them to exercise the right to nominate independent directors on their behalf.

Nominators may not nominate persons with whom they have an interest or other closely related persons who may affect the performance of independent duties as candidates for independent directors. A nominator for an independent director shall obtain the consent of the nominee before making the nomination. The nominator of an independent director shall be fully informed of the nominee's occupation, educational background, title, detailed work experience, all part-time positions, whether there is any record of major bad faith, and other information that should be disclosed in accordance with the Articles of Association, and shall express opinions on the nominee's eligibility for independence and other conditions for serving as an independent director. The nominee shall make a public statement regarding his or her eligibility for independence and other conditions to serve as an independent director.

The board shall provide each attending shareholder (or shareholder representative), director and other senior management with a set of documents including the meeting agenda, meeting resolutions, relevant background information and voting ballots for the matters to be considered at the shareholders' meeting, to ensure that the attendees can understand the content under consideration and make accurate judgments. Where a proposing shareholder convenes a shareholders' meeting on his own, the proposing shareholder shall provide the documents and materials as required above.

All shareholders or their agents who are registered on the record date shall be entitled to attend the shareholders' meeting, and the Company and the convener shall not refuse for any reason. Shareholders who attend the shareholders' meeting shall have one vote for each share they hold. Shares of the Company held by the Company have no voting rights.

Shareholders may attend the shareholders' meeting in person or by proxy.

Where an individual shareholder attends the meeting in person, he or she shall present his or her identity card or other valid documents or certificates that can identify his or her identity. He who attends the meeting on behalf of others shall present his valid identification document and the power of attorney of the shareholder.

Corporate shareholders shall be represented by the legal representative or an agent or authorized representative entrusted by the legal representative. If the legal representative attends the meeting, he/she shall present his/her identity card and valid proof of his/her status as the legal representative; If an agent or authorized representative attends the meeting, the agent or authorized representative shall present his/her identity card and a written power of attorney issued by the legal representative or authorized person of the legal person shareholder unit in accordance with the law.

If the shareholder is an approved clearing house or its agent as defined by the laws of Hong Kong (hereinafter referred to as the "approved clearing house"), the shareholder may authorize one or more persons whom he deems appropriate to represent him at any general meeting or meeting of any class of shareholders; However, if more than one person is authorized, the power of attorney shall specify the number and type of shares involved for each of those persons under such authorization. A person authorized in this way may exercise rights (including the right to speak and vote) on behalf of the recognized clearing house as if he were an individual shareholder of the Company.

A power of attorney issued by a shareholder on behalf of another person to attend the shareholders' meeting shall set forth the following:

(1) The name or title of the principal, the class and quantity of shares held in the Company;

(2) The name or title of the agent;

(3) Specific instructions from shareholders, including instructions to vote in favor of, against or abstain from each item on the agenda of the shareholders' meeting;

(4) The date of issuance and validity period of the proxy;

(5) Signature (or seal) of the principal. If the principal is a corporate shareholder, the seal of the corporate entity shall be affixed.

Where a proxy voting power of attorney is authorized by the principal to be signed by another person, the power of attorney or other authorization document that

authorizes the signing shall be notarized. The notarized power of attorney or other authorization document, along with the proxy voting power of attorney, shall be kept at the Company 's domicile or at any other place specified in the notice of convening the meeting.

The register of attendees shall be prepared by the Company. The register shall contain the names (or names of entities) of the participants, their identification numbers, the number of voting shares they hold or represent, and the names (or names of entities) of the principal.

The convener and the lawyer shall jointly verify the legitimacy of the shareholders' qualifications based on the register of shareholders provided by the securities registration and settlement institution, and register the names or designations of the shareholders and the number of voting shares they hold. The registration of the meeting shall be terminated until the chairperson announces the number of shareholders and proxies present at the meeting and the total number of voting shares they hold.

Where the shareholders' meeting requires directors and senior management to attend the meeting as non-voting participants, such directors and senior management shall attend and be subject to shareholders' inquiries.

Where the shareholders' meeting of the Company is held by means of the Internet or otherwise, the time and procedure for voting by means of the Internet or otherwise shall be clearly stated in the notice of the shareholders' meeting.

The board of directors and other conveners of the Company shall take necessary measures to ensure the normal order of the shareholders' meeting. For acts that interfere with the shareholders' meeting, cause trouble and infringe upon the legitimate rights and interests of shareholders, measures shall be taken to stop them and they shall be reported to the relevant authorities in a timely manner for investigation and handling.

The shareholders' meeting shall be presided over by the chairman of the board. Where the chairman is unable to perform his duties or fails to perform his duties, the meeting shall be presided over by the vice chairman. Where the vice

[illegible] Committee [illegible] be chaired [illegible] the [illegible] convener of [illegible] Committee [illegible] the [illegible] who are jointly elected by more than half of the members of the Audit Committee.

A shareholders' meeting convened by shareholders themselves shall be presided over by the convener or the representative elected by him.

If the chairperson of the shareholders' meeting violates the Articles of Association or these Rules and makes it impossible for the shareholders' meeting to proceed, with the consent of more than half of the shareholders with voting rights present at the shareholders' meeting, the shareholders' meeting may elect one person to be the chairperson and continue the meeting.

Unless there is a major , the chairperson of the meeting shall declare the meeting at the scheduled time.

The chairperson of the meeting shall announce the number of shareholders and their proxies present at the meeting and the total number of shares with voting rights they hold before the vote. The number of shareholders and their proxies present at the meeting and the total number of shares with voting rights they hold shall be subject to the registration of the meeting.

Under the chairmanship of the chairperson, the meeting shall be conducted [illegible] by item in the order of the topics and proposals included in the agenda. For items included in the agenda, the chairperson may, depending on the circumstances, [illegible] first [illegible] a [illegible] or [illegible] the [illegible] ing, [illegible] voting [illegible]

(2) The question is subject to investigation;

(3) Involving the Company's trade secrets that cannot be disclosed at the shareholders' meeting;

(4) Answering questions would significantly harm the common interests of shareholders;

(5) Other significant matters.

When the shareholders' meeting deliberates on matters related to related-party transactions, related-party shareholders shall abstain from voting, and the number of voting shares they represent shall not be included in the total number of valid votes. The announcement of the resolution of the shareholders' meeting shall fully disclose the voting situation of non-related shareholders.

If, under any applicable law or regulation, any shareholder is required to abstain from voting on any particular resolution or to vote only for or against any particular resolution, any vote cast by that shareholder or on behalf of that shareholder in violation of that requirement or restriction will not be counted in the voting rights.

The recusal and voting procedures for related shareholders are as follows:

(1) If the matters under consideration at the shareholders' meeting are related to a shareholder, the shareholder shall explain the related relationship to the board of directors of the Company before the shareholders' meeting is held and voluntarily apply for recusal;

(2) When the shareholders' meeting deliberates on matters related to related transactions, the chairperson of the meeting announces the shareholders with related relationships and explains and clarifies the related relationships between the related shareholders and the related transaction matters;

(3) When the shareholders' meeting votes on related transactions, related shareholders shall recuse themselves, and related transactions shall be deliberated and voted on by non-related shareholders present at the meeting;

(4) If a related shareholder does not abstain from voting on a related matter, the resolution on that matter shall be invalid.

After the recusal of an associated shareholder, the other shareholders shall vote based on their voting rights and pass the corresponding resolution in accordance with the provisions of the Articles of Association.

Except in special circumstances such as a crisis, the Company shall not enter into a contract with any person other than directors or senior management to entrust the management of all or important business of the Company to such person without the approval of a special resolution of the shareholders' meeting.

The shareholders' meeting shall adopt the form of a written vote on matters on the agenda. Each shareholder (including shareholder proxies) and his representative shall exercise the right to vote in the number of voting shares he represents, and each share shall have one vote. The voting shall be conducted by a named vote.

Shareholders exercise their voting rights based on the number of voting shares

they represent, with each share having one vote.

When the shareholders' meeting considers major matters that affect the interests of small and medium-sized investors, the votes of small and medium-sized investors shall be counted separately. The results of the separate vote count shall be disclosed in a timely manner.

Shares of the Company held by the Company have no voting rights and such shares are not included in the total number of shares with voting rights present at the shareholders' meeting.

Where a shareholder buys shares of the Company with voting rights in violation of the provisions of Paragraph 1 and Paragraph 2 of Article 63 of the Securities Law, such shares in excess of the prescribed proportion shall not exercise the right to vote within 36 months after the purchase and shall not be counted in the total number of shares with voting rights present at the shareholders' meeting.

The board of directors of the Company, independent directors, shareholders holding more than one percent of the voting shares, or investor protection institutions established in accordance with laws, administrative regulations or the provisions of the China Securities Regulatory Commission may publicly solicit voting rights from shareholders. The solicitation of shareholders' voting rights shall fully disclose to the solicited party the specific voting intentions and other information. It is prohibited to solicit shareholders' voting rights in a paid or disguised paid manner. Except as required by law, the Company may not impose a minimum shareholding ratio limit on the solicitation of voting rights.

The term "shareholders" as referred to in Paragraph 1 of this article includes shareholders who attend the shareholders' meeting by proxy.

Except in cases where the shareholders' meeting is suspended or unable to make a resolution due to force majeure or other special reasons, the shareholders' meeting shall not suspend or refrain from voting on proposals. Where there are different proposals on the same matter at the annual shareholders' meeting, the voting shall be conducted in the order in which the proposals were put forward, and a resolution shall be made on the matter.

Where a proposal for the election of directors is passed by the shareholders' meeting, the term of office of the new director shall be calculated from the date on which the resolution is passed.

The shareholders' meeting may apply the cumulative voting system in the election of directors. The cumulative voting system shall not apply to any proposal other than the election of directors.

The method of voting under the cumulative voting system shall be stipulated in the detailed Rules for the Implementation of the Cumulative Voting System.

When the shareholders' meeting considers a proposal, it shall not modify the proposal. If it is changed, it shall be regarded as a new proposal and shall not be voted on at the current shareholders' meeting.

The same voting right may be exercised in person, online or by any other

The resolutions of the shareholders' meeting are divided into ordinary resolutions and special resolutions.

An ordinary resolution shall be passed by more than half of the voting rights held by the shareholders present at the shareholders' meeting.

A special resolution shall be passed by more than two-thirds of the voting rights held by the shareholders present at the meeting.

The term "shareholders" as used in this article includes shareholders who attend the shareholders' meeting by proxy.

The following matters shall be adopted by the shareholders' meeting by ordinary resolution:

(1) The work report of the board of directors;

(2) Profit distribution plan and loss recovery plan prepared by the board;

(3) The appointment and removal of board members and their remuneration and methods of payment;

(4) Other matters that shall be adopted by special resolution except as provided by laws, administrative regulations or the Articles of Association.

The following matters shall be adopted by the shareholders' meeting by special resolution:

(1) Increase or decrease of the registered capital of the Company;

(2) Division, merger, dissolution and liquidation of the Company;

(3) Amendments to the Articles of Association;

(4) The amount of major assets purchased or sold by the Company or guarantees provided to others within one year exceeds 30 percent of the Company 's most recent audited total assets;

(5) Equity incentive plans;

(6) Other matters as prescribed by laws, administrative regulations or the Articles of Association of the Company, as determined by ordinary resolution of the shareholders' meeting that will have a significant impact on the Company and require special resolution.

The chairperson of the meeting shall decide whether the resolution of the shareholders' meeting is passed based on the voting result and shall announce the voting result at the meeting. The voting results shall be recorded in the minutes of the meeting.

If the chairperson of the meeting has any doubt about the result of the resolution submitted for voting, he may organize a count of the votes cast; If the chairperson of the meeting fails to count the votes, shareholders present at the meeting or their proxies who have objections to the results announced by the chairperson shall have the right to request a count immediately after the announcement of the voting results, and the chairperson shall organize the count immediately.

Resolutions of the shareholders' meeting shall be announced in a timely manner, and the announcement shall specify the number of shareholders and their proxies present at the meeting, the total number of shares with voting rights held and the proportion of the total number of shares with voting rights of the Company, the voting method, the voting result of each proposal and the details of the resolutions passed.

If a proposal is not passed, or if the current shareholders' meeting changes the resolution of the previous shareholders' meeting, special notice shall be given in the announcement of the shareholders' meeting resolution.

A resolution of the shareholders' meeting of the Company shall be invalid if it violates any law or administrative regulation.

Where the procedure for convening the shareholders' meeting or the method of voting violates laws, administrative regulations or the Articles of Association, or the content of the resolution violates the Articles of Association, shareholders may, within 60 days from the date of the resolution, request the People's Court to revoke it. Except where the procedure for convening the shareholders' meeting or the method of voting is only slightly flawed and has no substantial effect on the resolution.

Resolutions formed by the shareholders' meeting shall be executed by the board of directors and shall be implemented and carried out by the general manager of the Company in accordance with the contents of the resolutions; Matters that the shareholders' meeting resolution requires the Audit Committee to handle shall be implemented directly by the Audit Committee.

Where the shareholders' meeting approves a proposal regarding cash distribution, bonus shares or capital reserve conversion into share capital, the Company shall implement the specific plan within two months after the shareholders' meeting concludes.

The general manager shall report to the board of directors on the implementation of resolutions of the shareholders' meeting, and the board of directors shall report to the next shareholders' meeting;

It is primarily the responsibility of the chairman of the board to disclose information to shareholders and the public, or by other directors authorized by the chairman of the board. The secretary of the board shall be the Company's appointed spokesperson.

The shareholders' meeting shall have minutes, which shall be the responsibility of the secretary of the board of directors.

The minutes shall record the following:

(1) The time, place, agenda and name of the convener of the meeting;

(2) The names of the chairperson of the meeting and the directors and senior management who are present at the meeting;

(3) The number of shareholders and proxies present at the meeting, the total number of shares with voting rights held and the proportion of the total number of shares of the Company;

(4) The review process, key points of speech and zessc

(2) Those who disrupt the order of the venue;

(3) Persons carrying dangerous goods;

(4) Other circumstances where exit is necessary.

If the person does not comply with the order to leave, the chairperson of the meeting may send someone to force them to leave.

When considering proposals, shareholders or proxies have the right to speak. Shareholders who speak shall first raise their hands to indicate and, with the permission of the chairperson, speak on the spot or in the designated speaking room. When there are multiple shareholders raising their hands to speak, the presiding officer shall appoint a speaker.

The host will specify the speaking time and the number of times each person will speak, depending on the circumstances. Shareholders are not allowed to be interrupted during the prescribed speaking period, so that shareholders have full right to speak. Directors, general managers, other senior executives of the Company, and those approved by the presiding officer may speak. The chairperson of the meeting may refuse or stop a shareholder's speech in violation of the provisions of the preceding two paragraphs.

A shareholder or agent making a speech shall first introduce his or her shareholder status, the entity he or she represents, the number of shares held, and other relevant information, and then express his or her views.

The Company shall adhere to the principle of simplicity when holding a shareholders' meeting and shall not grant additional economic benefits to shareholders (or agents) attending the meeting.

The chairperson of a meeting has the authority to declare a temporary adjournment in accordance with the progress and schedule of the meeting. The adjournment shall not exceed two hours.

Except for cumulative voting, the shareholders' meeting shall vote on all proposals one by one. If there are different proposals on the same matter, they shall be voted on in the order in which the proposals were put forward. Except in cases where the meeting is suspended or unable to make a resolution due to force majeure or other special reasons, the shareholders' meeting shall not hold or refrain from voting on proposals.

The chairperson may declare the meeting closed only after the voting results of all proposals have been announced by the chairperson and there are no objections from shareholders.

Matters not covered by these Rules shall be governed by relevant national laws, regulations, normative documents and the provisions of the Company's Articles of Association. Where there is inconsistency between these Rules and the relevant laws, regulations, normative documents and articles of association, the relevant laws, regulations, normative documents and Articles of Association shall prevail.

The terms "above" and "within" as used in these Rules include the number itself; "More than", "less than", "more than" does not include the base number.

These Rules shall be interpreted by the Board of Directors of the Company.

These Rules, as an annex to the Articles of Association, shall be drafted by the Board of Directors of the Company and shall come into effect upon approval by the shareholders' meeting of the Company, and the same shall apply to any amendment.

Board of Directors of
Shandong Molong Petroleum Machinery Company Limited
November 2025