



**China Jicheng Holdings Limited**  
**中國集成控股有限公司**

*(Incorporated in the Cayman Islands with limited liability)*

(Stock Code: 1027)

**TERMS OF REFERENCE OF  
THE NOMINATION COMMITTEE**

(the “Committee”)

(Effective from 1 January 2019)

**Membership**

1. The Committee shall consist of not less than three members appointed by the board of directors of the Company (the “**Board**”), with the majority of the members being the independent non-executive directors of the Company.
2. The Chairman of the Committee shall be appointed by the Board and shall be the chairman of the Board or an independent non-executive director of the Company.
3. The appointment of the members of the Committee may be revoked and new members can be appointed in place by resolutions passed by the Board.
4. No alternate member of any member of the Committee can be appointed.
5. The Company Secretary of the Company shall be the secretary of the Committee.

**Frequency and proceedings of meetings**

6. The Committee shall meet before the holding of the annual general meeting of the Company where the appointment of directors of the Company (the “**Directors**”) will be considered. Additional meetings should be held as and when the work of the Committee demands.
7. The Chairman of the Committee may convene additional meetings at his discretion.
8. The quorum of a meeting shall be two members of the Committee.
9. Proceedings of meetings of the Committee shall be governed by the provisions of the articles of association of the Company (as amended from time to time) (the “**Articles**”).

## **Duties, powers and functions**

10. The Committee shall –

- (a) formulate nomination policy for consideration of the Board and implement the nomination policy laid down by the Board;
- (b) without prejudice to the generality of the foregoing:
  - (i) consider the selection criteria of Directors, and develop procedures for the sourcing and selection of members of the Board to be elected by shareholders of the Company;
  - (ii) identify and nominate candidates to fill causal vacancies of Directors for the Board's approval;
  - (iii) review the structure, size and composition of the Board at least annually, considering inter alia the skills, knowledge, diversity of perspectives and length of service, the breadth of expertise of the Board as a whole, and make recommendations on any proposed changes to the Board to complement the Company's corporate strategy;
  - (iv) identify individuals suitably qualified to become Board members and select or make recommendations to the Board on the selection of individuals nominated for directorships;
  - (v) assess the independence of independent non-executive Directors;
  - (vi) make recommendations to the Board on the appointment or re-appointment of Directors and succession planning for Directors, in particular the Chairman, and the chief executive;
  - (vii) do any such things to enable the Committee to perform its powers and functions conferred on it by the Board;
  - (viii) conform to any requirement, direction, and regulation that may from time to time be prescribed by the Board or contained in the Articles or imposed by law;
  - (ix) to review the policy on the Board diversity (if any) and measurable objectives for implementing such policy from time to time and adopted by the Board and to review progress on achieving the objectives; and

- (x) Where the Board proposes a resolution to elect an individual as an independent non-executive director at the general meeting, it should set out in the circular to shareholders and/or explanatory statement accompanying the notice of the relevant general meeting:
- the process used for identifying the individual and why the Board believes the individual should be elected and the reasons why it considers the individual to be independent;
  - if the proposed independent non-executive director will be holding their seventh (or more) listed company directorship, why the Board believes the individual would still be able to devote sufficient time to the Board;
  - the perspectives, skills and experience that the individual can bring to the Board; and
  - how the individual contributes to diversity of the Board.
11. The Company should provide the Committee sufficient resources to perform its duties. When necessary, the Committee should seek independent professional advice, at the Company's expense, to perform its responsibilities.

### **Reporting Procedures**

12. The Committee should report to the Board on a regular basis on its decisions or recommendations.
13. Full minutes of the meetings of the Committee shall be kept by the secretary of the Committee, who shall send draft and final versions of minutes of meetings and all written resolutions of the Committee to all members of the Committee for their comments and records respectively, in both cases within a reasonable time after the meeting.
14. At the next meeting of the Board following a meeting of the Committee, the Chairman of the Committee shall report to the Board on the findings and recommendations of the Committee. At least once annually, the Committee should present a report in writing to the Board which addresses the work and findings of the Committee during the year.