

25 March 2020

Dear Shareholder,



1. 2019 Annual Report and 2019 Sustainability Report

The English and Chinese versions of CLP Holdings 2019 Annual Report are enclosed. The Report includes information on environmental, social and governance (ESG) issues in accordance with the ESG Reporting Guide of The Stock Exchange of Hong Kong Limited (the Stock Exchange).

You can access the Report and an online snapshot version on our website (www.clpgroup.com), via these sections (in order), "Investors Information", "Financial Reports" and "Our Reports". The Report can be accessed from the Stock Exchange's website (www.hkexnews.hk).

The full 2019 Sustainability Report with additional ESG details is also available on our website.

2. Annual General Meeting (AGM)

The Company's 22nd AGM will be held at **the Grand Ballroom, Level 2, Kerry Hotel, Hong Kong, 38 Hung Luen Road, Hung Hom Bay, Kowloon, Hong Kong** on Friday, 8 May 2020 at 11:00 a.m. The Notice of AGM and Proxy Form are attached.

[New AGM Registration Process](#)

On the day of AGM, please bring the enclosed AGM Personalised Registration Card and present this at the designated counters. We hope this will be a more efficient attendance registration process; thereby reduce the waiting time.

[Online Attendance at our AGM](#)

In addition to the physical attendance, you have the option of attending our AGM online.

If you choose to attend the AGM online, you will be able to view a live webcast of the AGM, cast your vote on the resolutions in real time and submit online questions to us. From 10:00 a.m. on 8 May 2020, you can log in to the AGM online platform by visiting <https://web.lumiagm.com> or download the APP: Lumi AGM and enter the following:

- Meeting ID: 197-283-743
- Username: Please refer to the number printed under the barcode on the enclosed AGM Personalised Registration Card.

For Corporate holders who wish to attend the AGM online, please call the Company's Registrar's hotline at 2862 8555 for arrangement.

Documents required to be made available at the AGM can be accessed from our website (www.clpgroup.com).

3. Choice of language and means of receipt for future corporate communications¹

"The Company's future corporate communications" – you can choose to receive these (a) by electronic means through the Company's website or (b) in printed form, in English and/or Chinese version(s).

To make your choice, (i) by post, please complete and return the enclosed form to the Company's Registrars (using the prepaid mailing label) or (ii) via email to: cosec@clp.com.hk or clp.ecom@computershare.com.hk.

If we do not receive your completed form or your objection to the use of electronic means on or before 24 April 2020, all future corporate communications will be distributed by electronic means only through our website.

Once you have chosen (or deemed to have chosen) the electronic means option, we will notify you that the corporate communication has been made available on the Company's website by email or, if none provided, by post to your registered address.

If you cannot access the corporate communications electronically, please ask us for a printed form and we will send these to you free of charge.

You may, at any time, change² your choice of language (English and/or Chinese) and/or means of receipt (in printed form or by electronic means) of the Company's future corporate communications, free of charge, by writing to us or the Company's Registrars or email to cosec@clp.com.hk or clp.ecom@computershare.com.hk.

Please call the Company's hotline on 2678 8228 from 9 a.m. to 5 p.m. (Monday to Friday, excluding Hong Kong public holidays) or email to cosec@clp.com.hk, if you have any queries on the above.

Yours faithfully,

David Simmonds
Company Secretary

Encl.

Notes: 1. Corporate communications refer to Interim/Annual Reports, Quarterly Statements, notices, documents or other shareholder publications of the Company (including any "corporate communication" as defined in the Rules Governing the Listing of Securities on the Stock Exchange).
2. Your change request applies to the next batch of corporate communications if we have at least 7 days written notice of your request, otherwise, it will apply to the subsequent batch of corporate communications.

Please complete, sign and return this form by cutting and sticking the mailing label (refer to below) on an envelope to CLP Holdings' Registrars, Computershare Hong Kong Investor Services Limited or via email to cosec@clp.com.hk or clp.ecom@computershare.com.hk.

REPLY FORM

To: Computershare Hong Kong Investor Services Limited
17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong

I/We would like to receive CLP Holdings' **future corporate communications**:
(Please "✓" only **one** box.)

- by **electronic means** only through CLP Holdings' website (www.clpgroup.com) with a notification sent to me/us by email to _____ or by post to my/our registered address
(only one email address is required)
- (on the Register of Shareholders) of the publication of corporate communications on the Company's website; or
- in **printed** form in **English** only; or
- in **printed** form in **Chinese** only; or
- in **printed** form in both **English and Chinese**.

I/We have noted the following Personal Information Collection Statement and provide the information as requested.

Signature(s): _____

Date: _____

Name(s) of Shareholder(s) in English
(Please use BLOCK LETTERS)

Name(s) of Shareholder(s) in Chinese

Contact Telephone Number

- Notes:
1. Please complete this form clearly. Any form with no indicated choice, with no signature or otherwise incorrectly completed shall be void. If your shares are held in joint names, this form must be specified and signed by all joint holders whose names stand on the Register of Shareholders of the Company in respect of the joint holding in order to be valid.
 2. If the Company does not receive this form from you or does not receive from you a response indicating the objection on or before 24 April 2020, you are deemed to have consented to receive all our future corporate communications on the Company's website. All future corporate communications will be made in the manner specified in the Company's letter dated 25 March 2020 and we will send you a letter by post notifying you of the publication of the corporate communications on the Company's website.
 3. The above instructions will apply to all future corporate communications to be sent to you until you vary this by giving notice in writing (not less than 7 days) to the Company or the Company's Registrars.
 4. For the avoidance of doubt, we do not accept any special instructions written on this form. Please write to us separately if you have any.
 5. Corporate communications refer to Interim/Annual Reports, Quarterly Statements, notices, documents or other shareholder publications of CLP Holdings (including any "corporate communication" as defined in the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited).
 6. Printed copies of the English and Chinese versions of all future corporate communications will be available from the Company and the Company's Registrars on request. They will also be available on the Company's website (www.clpgroup.com) for 5 years from the date of first publication.

PERSONAL INFORMATION COLLECTION STATEMENT

Your supply of your Personal Data to CLP Holdings and/or the Company's Registrars is on a voluntary basis. "Personal Data" in this statement has the same meaning as "personal data" defined under the Personal Data (Privacy) Ordinance, Cap 486 ("PDPO"), which may include but not limited to your name, telephone number, email address and/or your choice. Your Personal Data is collected for the purposes of verifying and recording your choice of language and means of receipt of CLP Holdings' corporate communications and the delivery of those corporate communications. Your Personal Data will be transferred to the Company's Registrars' agents, contractors or third-party service providers who/which offer administrative, telecommunications, computer, payment or other data processing services to the Company's Registrars in connection with the operation of their business for the above purposes. CLP Holdings and/or the Company's Registrars will disclose the Personal Data when required to do so by law and may also disclose such Personal Data in response to requests from law enforcement agencies or regulatory authorities. You have the right to request access to, the correction and/or erasure of, your Personal Data in accordance with, where applicable, the provisions of the PDPO, and any other data protection law as applicable. Any such request for access to, correction and/or erasure of your Personal Data, as well as withdrawal of consent, where applicable, should be made in writing by either one of the following means:

By mail to: Personal Data Privacy Officer
Computershare Hong Kong Investor Services Limited
17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong

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By email to: hkinfo@computershare.com.hk

You can find out more about CLP's policies on privacy and personal data protection by accessing our privacy policy statement available on the CLP website at <https://www.clpgroup.com/en/Pages/Privacy.aspx>.

MAILING LABEL

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.

Computershare Hong Kong Investor Services Limited
Freepost No. 37
Hong Kong