

The Chinese version shall prevail in case of discrepancy or inconsistency between the Chinese version and the English version.

FINANCIAL STREET PROPERTY CO., LIMITED

金融街物業股份有限公司

(A joint stock company incorporated in the People's Republic of China with limited liability)

(Stock code: 1502)

(hereinafter the “Company”)

TERMS OF REFERENCE FOR THE NOMINATION COMMITTEE OF THE BOARD OF DIRECTORS

Adopted by the Board on 9 June 2020

DEFINITIONS

1	Company	Financial Street Property Co., Limited (金融街物業股份有限公司)
2	Hong Kong Stock Exchange	The Stock Exchange of Hong Kong Limited
3	Board	the board of directors of the Company
4	Articles of Association	the articles of association of Financial Street Property Co., Limited considered and approved at the 2020 first extraordinary general meeting of the Company on 31 March 2020 (applicable after listing)
5	Company Law	the Company Law of the People's Republic of China (中華人民共和國公司法)
6	Listing Rules	the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited, guidance letters, listing decisions and other regulatory documents issued by the Hong Kong Stock Exchange, as updated from time to time
7	Listing Regulations for the Company's shares	rules, regulations, guidelines and other regulatory documents that are issued and updated from time to time by regulatory authorities and stock exchanges of places where the Company's shares are listed and that the Company is required to comply with, including but not limited to regulatory documents issued by the Hong Kong Securities and Futures Commission and the Listing Rules
8	laws and regulations	laws, regulations, rules and regulatory documents formally issued and implemented and not abolished by the PRC government
9	PRC	the People's Republic of China, which for the purpose herein shall only describe an geographic coverage and exclude the Hong Kong Special Administrative Region, the Macau Special Administrative Region and Taiwan for any reference to the "PRC" unless the context otherwise requires
10	more than or less than	the references to "more than" or "less than" herein shall include the given figure

The Chinese version shall prevail in case of discrepancy or inconsistency between the Chinese version and the English version.

TERMS OF REFERENCE FOR THE NOMINATION COMMITTEE OF THE BOARD OF DIRECTORS OF FINANCIAL STREET PROPERTY CO., LIMITED

CHAPTER 1 GENERAL PROVISIONS

Article 1 In order to improve the decision-making procedures of the Board of Financial Street Property Co., Limited (hereinafter referred to as the “Company”) and improve its corporate governance, and fully safeguard the legal interests of the Company and its shareholders, the Company has formulated these terms of reference in accordance with the Company Law of the People’s Republic of China, the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (hereinafter referred to as the “Listing Rules”), the Articles of Association of the Financial Street Property Co., Limited (hereinafter referred to as the “Articles of Association”) and other relevant rules.

Article 2 The Nomination Committee that is established by the Board of the Company shall report to the Board and shall be responsible for formulating selection standards and procedures of the directors, general manager and other members of the senior management of the Company.

Article 3 These terms of reference shall apply to the Nomination Committee and relevant personnel and departments involved in these terms of reference.

CHAPTER 2 COMPOSITION AND WORKING BODY OF THE NOMINATION COMMITTEE

Article 4 The Nomination Committee shall be composed of three Directors and the majority of them shall be independent non-executive Directors. The Nomination Committee shall have one chairman, who shall be the chairman of the board or an independent non-executive Director.

Article 5 The powers and duties of the chairman of the Nomination Committee are as follows:

- (1) to be in charge of the work of the Nomination Committee;
- (2) to convene and preside over regular and extraordinary meetings of the Nomination Committee;

- (3) to supervise and review the execution of resolutions at meetings of the Nomination Committee;
- (4) to execute material documentation of the Nomination Committee;
- (5) to report to the Board regularly of its duties;
- (6) to deal with other matters authorised by the Board and other requirements for duties and power of the chairman of the Nomination Committee under the Listing Rules.

Article 6 The terms of office of the members of the Nomination Committee shall be the same as that of their directorship. Members of the Committee may be re-appointed upon re-election at the expiry of their terms of office. If any member ceases to be a Director of the Company before the expiry of his/her term of office, he/she shall be automatically disqualified from acting as a committee member, and such vacancy shall be filled by the Board pursuant to these term of reference.

No members shall, before the expiration of his/her term of office, be removed from office without reason except for the circumstances that require dismissal as stipulated by laws and regulations, the Listing Regulations for the Company's shares and the Articles of Association or these terms of reference.

Any change in the membership of the Nomination Committee which involves changes in the directors of the Company shall be approved at a general meeting in accordance with the procedures as required in the Articles of Association and announced in accordance with the Listing Rules.

Article 7 A member of the Nomination Committee may concurrently serve as a member of other committees under the Board, provided that such member is capable of concurrently performing such duties.

Article 8 With the coordination of the Office of the Board, the human resource department of the Company, acting as the Nomination Committee's working body, provides supports and services to the Nomination Committee. The working body of the Nomination Committee is responsible for such daily work as preparing meeting notices, meeting documents, conducting daily contacts with the chairman of the Nomination Committee, preparing and reporting meeting minutes and meeting resolutions.

The Office of the Board is responsible for specific work, including issuing meeting notices, keeping meeting minutes and records meeting resolutions, jointly preparing for and organizing meetings with the working body of the Nomination Committee.

The Secretary to the Board is responsible for coordinating the work among the Nomination Committee, the working body of the Nomination Committee and the Office of the Board and presenting at the meeting of the Nomination Committee.

CHAPTER 3 DUTIES AND POWER OF THE NOMINATION COMMITTEE

Article 9 The main duties and power of the Nomination Committee are as follows:

- (1) To review the structure, size, composition and member qualifications (including the skills, knowledge and experience) of the Board at least annually and make recommendations on any proposed changes to the Board to complement the Company's strategy;
- (2) To formulate the standards and procedures for election of directors, general managers and other members of senior management and make recommendations to the Board;
- (3) To identify individuals suitably qualified to become directors, general managers and other members of senior management and make recommendations to the Board on the nomination of these individuals;
- (4) To review the candidates of directors, general managers and other members of senior management and make recommendation;
- (5) To assess the independence of independent non-executive directors;
- (6) make recommendations to the Board on the appointment or re-appointment of directors, general managers and other members of senior management and succession planning for directors, general managers and other members of senior management and in particular the chairman and the general managers;
- (7) To propose the human resources retention scheme and make recommendation to the Company;

- (8) To review the Board Diversity Policy and review the measurable objectives that the Board has set from time to time for implementing Diversity Policy and the progress on achieving objectives; and make disclosure of the diversity policy or the extract thereof and its review results in the Corporate Governance Report of the Company annually; and
- (9) to deal with other matters authorised by the Board and other requirements for duties and power of the Nomination Committee under the Listing Rules.

When reviewing the size and composition of the Board and searching for and recommending candidates for directors, the Nomination Committee shall, taking into account the business model and specific needs of the Company, consider diversity of the Board in various aspects, including but not limited to, gender, age, cultural and educational background or professional experience.

Article 10 The Nomination Committee shall report to the Board. Resolution passed by the Nomination Committee shall be submitted to the Board in writing for consideration and approval by the Board; resolutions that are required to be submitted to the general meeting of the Company for consideration shall be submitted by the Board in accordance with the Articles of Association.

Article 11 The Company shall provide necessary funds and other resources to the Nomination Committee for performing its duties. The Nomination Committee should have access to independent professional advice for performing its duties when necessary and the expenses shall be borne by the Company.

Article 12 The Nomination Committee shall respond to the invitation by the Chairman of the Board and have the Chairman of the Nomination Committee (or, where the chairman is unable to present, another member or his or her authorized representative) attend each annual general meeting of the Company and answer questions raised thereon.

Article 13 The Nomination Committee shall make available these terms of reference and explain its role and the authority delegated to it by the Board on the Company's website and Stock Exchange's website in accordance with the relevant requirements of the Listing Rules.

CHAPTER 4 WORK PROCEDURES OF THE NOMINATION COMMITTEE

Article 14 The Nomination Committee shall study the qualification criteria, selection procedure and terms of office of the directors, general managers and other members of senior management of the Company pursuant to relevant laws and regulations, the Listing Rules, the Articles of Association and these terms of reference and in light of the actual situation of the Company. After a resolution is made, it shall be filed to the Board for approval and implementation.

Article 15 For the procedure of selecting Directors, general managers and other members of senior management:

- (1) the Nomination Committee shall, based on the Company's requirements for development, undertake a comprehensive assessment and analysis over the Company's existing Directors, general manager and other members of senior management, and propose requirements and advice for producing a position description;
- (2) the Nomination Committee shall identify the candidates for the positions of directors, general manager and other members of senior management by various means, based on the requirements of the positions;
- (3) the Committee shall obtain information on the occupation, education background, job title, detailed work experience of, and all part-time positions held by the proposed candidates, and to compile such information into written records;
- (4) pursuant to the requirements of the laws and regulations, the Listing Rules and the Articles of Association, the Nomination Committee shall seek the consent to the nomination of the candidates who are nominated for the position of director, general manager or other members of senior management by the relevant authorities or personnel; otherwise, such candidate is not eligible for the candidacy of the position of director, general manager or other members of senior management;
- (5) the Nomination Committee shall convene meetings to examine the qualification of the candidates with reference to the job requirements of directors, general manager and other members of senior management;
- (6) the Nomination Committee shall make recommendations about the candidates for the positions and submit relevant information to the Board;
- (7) the Nomination Committee shall undertake other follow-up work according to the decision and feedback of the Board.

CHAPTER 5 MEETINGS OF THE COMMITTEE

Article 16 Meetings of the Nomination Committee can be classified into regular meetings and extraordinary meetings.

The Nomination Committee shall hold at least one regular meeting annually. The Committee may hold any extraordinary meeting when necessary. An extraordinary meeting shall be convened by the Chairman of the Committee upon occurrence of any of the following circumstances:

- (1) whenever the Board deems necessary;
- (2) whenever the chairman of the Committee deems necessary; or
- (3) when proposed by more than two of the members of the Committee.

Article 17 A notice of meeting of the Nomination Committee shall be given to all members of the Committee and the relevant persons invited to the meeting no later than five days prior to the meeting by phone, e-mail or fax. A notice of meeting stating the date and venue of the meeting, form of meeting, matters and issues to be considered, convener and chairperson of the meeting shall be given to all members of the Committee and all relevant information shall be sent to each member of the Committee.

Article 18 The members of the Committee shall confirm and reply (including but not limited to whether to attend the meeting and the ways of attendance) by appropriate means and in a timely manner upon receipt of the notice of meeting.

Article 19 A meeting of the Nomination Committee shall be presided over by the Chairman of the Committee or if he/she is unable to attend, another member (independent non-executive Director) of the Committee designated by him/her.

Article 20 A meeting of the Nomination Committee shall not be held unless attended by above two-thirds of its members.

Members of the Nomination Committee shall attend the meeting in person or in a manner of teleconference or by aid of similar communication equipment. If the member is unable to attend the meeting for certain reason, he/she may authorize another committee member in writing to attend the meeting on his/her behalf. The power of attorney shall specify the name of the proxy, the matters delegated, and the scope and term of authorization, and shall bear the signature or seal of the principal and shall be submitted to the chairman of the meeting before the time when voting takes place in the meeting.

Article 21 If a meeting of the Nomination Committee is held, the Committee may invite the Company's other directors, supervisors and members of senior management to sit in on the meeting when necessary. If necessary, the Nomination Committee may engage the intermediaries to provide independent and professional opinions on its decision-makings, and all the expenses reasonably caused thereby shall be borne by the Company.

Article 22 Each member shall have one vote in the voting. The resolutions adopted at the meetings shall be effective only when being approved by more than half of all members.

In the event of an equality of votes, the chairman of the meeting shall be entitled to an additional vote.

Article 23 The procedures for convening a meeting of the Nomination Committee, the voting method and the resolutions passed at such meeting shall be in compliance with the provisions of the relevant laws and regulations, the Articles of Association and these terms of reference.

Article 24 Where a member of the Nomination Committee is involved in the matter being discussed at a meeting of the Committee, he/she shall be abstained from attending such meeting.

Article 25 Resolutions passed at a meeting of the Nomination Committee and any vote results shall be reported to the Board of the Company in writing.

Article 26 Members attending and persons sitting in on a meeting of the Committee shall undertake confidentiality obligations for all items discussed at the meeting and shall not disclose the relevant information without approval.

Article 27 There shall be complete minutes of any meeting of the Nomination Committee. Members attending such meeting shall sign the minutes. The meeting minutes shall be kept by the Office of the Board of the Company and made available for inspection by the Directors at any time.

The first draft of minutes of the Nomination Committee shall be submitted to all members for review as soon as possible and they shall provide written amendment suggestions. The final draft of the meeting minutes shall be finished within a reasonable time after the meetings and shall be sent to all the members for record.

CHAPTER 6 THE SUPERVISION AND ASSESSMENT SYSTEM OVER THE NOMINATION COMMITTEE BY THE BOARD

Article 28 The Nomination Committee is supervised by the Board of the Company which would assess the work of the Nomination Committee at the end of each year.

Criteria of assessment mainly include:

- (1) whether the terms of reference satisfy the requirements of the laws and regulations and regulatory requirements;
- (2) whether the members of the Nomination Committee are independent of the management of the Company;
- (3) whether each member has the legal qualification, appropriate professional capabilities and experience for taking office;
- (4) whether each member fully understands and performs his/her duties.

Article 29 The Nomination Committee shall submit the annual work report to the Board within four months from the end of each accounting year.

CHAPTER 7 SUPPLEMENTARY PROVISIONS

Article 30 Unless otherwise stated, terms used in these terms of reference shall have the same meanings ascribed to them in the Articles of Association.

Article 31 These term of reference shall be approved by more than half of the Directors present at the Board meeting and shall be effective on the date of the listing of the H shares of the Company on the Main Board of the Hong Kong Stock Exchange. These terms of reference may be taken as a reference before the date of the listing of the H shares of the Company on the Main Board of the Hong Kong Stock Exchange.

Article 32 Any matters not covered by these terms of reference or in the event that these terms of reference are inconsistent with the laws and regulations, the Listing Regulations for the Company's shares and the Articles of Association, the laws and regulations, the Listing Regulations for the Company's shares and the Articles of Association shall prevail and these term of reference shall be amended as soon as possible and submitted to the Board for consideration and approval.

Article 33 The amendments to and the interpretation of these terms of reference shall be made by the Board.