

**CEC-COILS®**  
**CEC INTERNATIONAL HOLDINGS LIMITED**  
**CEC 國際控股有限公司\***  
*(Incorporated in Bermuda with limited liability)*

**Nomination Committee**  
**Terms of Reference**

**1. Constitution**

The Nomination Committee is established pursuant to a resolution passed by the board of directors (the “Board”) of CEC International Holdings Limited (the “Company”) at a meeting held on 21<sup>st</sup> March 2012.

**2. Membership**

2.1 Members of the Nomination Committee shall be appointed by the Board, which shall consist of not less than three members, the majority of whom shall be the independent non-executive directors of the Company. The initial members of the Nomination Committee are 4.

2.2 The chairman of the Nomination Committee shall be an independent non-executive director or the chairman of the Board and be appointed by the Board.

2.3 The company secretary of the Company or his/her delegate shall be the secretary of the Nomination Committee.

**3. Attendances at meetings**

The quorum for the meetings of the Nomination Committee shall be 2 members. Other Board members, apart from the Nomination Committee members, have the right to attend any Nomination Committee meetings, though they shall not be counted in the quorum.

Members of the Nomination Committee may participate in any meeting of the Nomination Committee by means of a conference telephone, electronic or other communications equipment through which all persons participating in the meeting can communicate with each other simultaneously and instantaneously and, for the purpose of counting a quorum, such participation shall constitute presence at a meeting as if those participating were present in person.

**4. Frequency of meetings**

The members of the Nomination Committee may call any meetings at any time when necessary or desirable (but at least once in any financial year).

## **5. Authority**

- 5.1 The Nomination Committee is authorized by the Board to seek any necessary information which is within the Nomination Committee's scope of duties from the employee of the Company and its subsidiaries.
- 5.2 The Nomination Committee is authorized by the Board to, at the costs and expenses of the Company, obtain independent professional advice, and to secure the attendance of outsiders with relevant experience and expertise if it considers necessary or desirable, provided the costs and expenses to be incurred shall be subject to the approval of the Board (such approval not to be unreasonably withheld or delayed).
- 5.3 The Board shall ensure that the Nomination Committee has sufficient resources to perform its duties.

## **6. Duties**

- 6.1 The duties of the Nomination Committee shall include, without limitation, the following:
  - (a) to review the structure, size, composition and diversity (including the skills, knowledge and experience) of the Board at least once annually and to make recommendations on any proposed changes to the Board to complement the Company's corporate strategy;
  - (b) to identify individuals suitably qualified to become Board members and to select or make recommendations to the Board on the selection of individuals nominated for directorship;
  - (c) to assess the independence of independent non-executive directors of the Company;
  - (d) to make recommendations to the Board on the appointment or re-appointment of the directors of the Company and the succession planning for directors, in particular the chairman and the chief executive officer of the Company;
  - (e) to review the policy on Board diversity and any measurable objectives for implementing such policy as may be adopted by the Board from time to time, and to review the progress of achieving those objectives; and
  - (f) to review and implement, as appropriate, the nomination policy setting out the criteria and procedures for the selection and nomination of candidates for appointment or re-appointment as directors.
- 6.2 Where the Board proposes a resolution to elect an individual as an independent non-executive director of the Company at the general meeting, the Nomination Committee should set out in the circular to shareholders and/

or explanatory statement accompanying the notice of the relevant general meeting:

- (1) 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;
- (2) 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;
- (3) the perspectives, skills and experience that the individual can bring to the Board; and
- (4) how the individual contributes to diversity of the Board.

6.3 The Nomination Committee should promptly report to the Board of their decisions or recommendations, unless there are legal or regulatory restrictions on their ability to do so.

## **7. Written resolutions**

A resolution in writing signed by all members of the Nomination Committee shall be as valid and effectual as if a resolution had been passed at a meeting of the Nomination Committee duly convened and held provided that a copy of such resolution has been given or the contents thereof communicated to all members of the Nomination Committee for the time being entitled to receive notices of the meetings of the Nomination Committee in the same manner as notices of meetings of the Nomination Committee are required to be given and further provided that no member of the Nomination Committee is aware of or has received any objection to the resolution from any other member of the Nomination Committee. Such resolution may be contained in one document or in several documents in like form each signed by one or more of the members of the Nomination Committee and for this purpose a facsimile signature of a member of the Nomination Committee shall be treated as valid.

## **8. Revision and review**

This terms of reference shall be reviewed in accordance with the Listing Rules. Any amendment shall be recommended to the Board for approval.

*\*For identification purpose only*

Revised on 21 December 2018