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(the "Company")
(Incorporated in Hong Kong with limited liability)
(Stock Code: 66)

# ARRANGEMENTS AND PRECAUTIONARY MEASURES FOR 2021 ANNUAL GENERAL MEETING ("AGM")

Reference is made to the circular (the "Circular"), the notice (the "Notice") and the pre-registration arrangement letter (the "Letter") issued by the Company to Shareholders all dated 16 April 2021 in relation to the AGM to be held at Rotunda 3 (6/F), Kowloonbay International Trade & Exhibition Centre, 1 Trademart Drive, Kowloon Bay, Hong Kong (the "AGM Venue") on Wednesday, 26 May 2021 at 11:30 a.m. Unless otherwise stated, capitalised terms used herein shall have the same meanings as in the Circular and the Notice.

## Limiting Physical Attendance at the AGM Venue

Taking into account the requirements of the Prevention and Control of Disease (Prohibition on Group Gathering) Regulation (Cap. 599G), the Company has reviewed the space available at the AGM Venue and will limit the physical attendance of Shareholders (in person or by proxy) at the AGM Venue to 120, to be seated in partitioned areas each accommodating not more than 20 persons.

The pre-registration period ended at 12:00 noon on 20 May 2021. Since there was an over-application for seats, the procedures set out in the Letter were followed and a ballot was conducted on 21 May 2021 to determine which Shareholders (or their proxies) will be permitted to physically attend the AGM. Email notification of the ballot result has been sent to each applicant on 21 May 2021, confirming whether or not their application to physically attend the AGM was successful. The Company reminds Shareholders that only applicants who have received confirmation that their application was successful ("Successful Applicants") will be permitted to physically attend the AGM, subject to going through the usual Shareholder registration and verification procedures.

## **Appointment of Proxy and Live Webcast**

Those Shareholders (or their proxies) who either did not pre-register or who applied to physically attend the AGM, but have received confirmation that their application was unsuccessful, will not be admitted to the AGM Venue, but can appoint the Chairman of the AGM as their proxy to vote at the AGM. Please be reminded that the completed proxy form should be received by Computershare

Hong Kong Investor Services Limited, the Share Registrar of the Company, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong by 11:30 a.m. on 24 May 2021.

Shareholders are also welcome to view a live webcast of the AGM online. The live webcast will be available for viewing from 11:25 a.m. on 26 May 2021 by visiting the website <a href="www.mtr.com.hk/en/corporate/investor/shareholder\_meeting.html">www.mtr.com.hk/en/corporate/investor/shareholder\_meeting.html</a>. However, Shareholders joining the live webcast will not be counted towards a quorum and will not be able to cast their vote online.

#### **Precautionary Measures at the AGM**

To safeguard the health and safety of the AGM attendees, the following precautionary measures will be implemented at the AGM:

- (1) Each attendee will be assigned a designated seat to facilitate contact tracing and to ensure appropriate social distancing;
- (2) Compulsory body temperature checks will be conducted before any attendee will be admitted to the AGM Venue. Any person with a body temperature of over 37.3 degrees Celsius or who has any flu-like symptoms or is otherwise apparently unwell will not be admitted to the AGM Venue;
- (3) Every attendee will be required to submit a signed and completed health declaration form (the "Form") before entering into the AGM Venue. Any person who fails to submit the Form and confirm the matters set out in the Form will not be admitted to the AGM Venue;
- (4) Every attendee will be required to wear a mask prior to admission to the AGM Venue and throughout the AGM;
- (5) No refreshment packs or coffee or tea will be provided; and
- (6) Company staff and representatives at the AGM Venue will assist with crowd control and queue management to ensure appropriate social distancing.

In light of the precautionary measures mentioned above, Successful Applicants are advised to arrive at the AGM Venue well in advance of the meeting time of the AGM to allow sufficient time for the registration and verification processes.

Depending on the public health requirements and guidelines at the time of the AGM, additional measures affecting physical attendance may be implemented by the Company at short notice. Shareholders are advised to check the Company's website for further announcements and updates on the meeting arrangements.

By Order of the Board

Gillian Elizabeth Meller

Company Secretary

Hong Kong, 21 May 2021

#### As at the date of this announcement:

Members of the Board: Dr Rex Auyeung Pak-kuen (Chairman)\*\*, Dr Jacob Kam Chak-pui (Chief Executive Officer), Andrew Clifford Winawer Brandler\*, Dr Bunny Chan Chung-bun\*, Walter Chan Kar-lok\*, Dr Pamela Chan Wong Shui\*, Dr Dorothy Chan Yuen Tak-fai\*, Cheng Yan-kee\*, Dr Anthony Chow Wing-kin\*, Dr Eddy Fong Ching\*, James Kwan Yuk-choi\*, Rose Lee Wai-mun\*, Lucia Li Li Ka-lai\*, Jimmy Ng Wing-ka\*, Benjamin Tang Kwok-bun\*, Johannes Zhou Yuan\*, Christopher Hui Ching-yu (Secretary for Financial Services and the Treasury)\*\*, Secretary for Transport and Housing (Frank Chan Fan)\*\*, Permanent Secretary for Development (Works) (Lam Sai-hung)\*\* and Commissioner for Transport (Rosanna Law Shuk-pui)\*\*

Members of the Executive Directorate: Dr Jacob Kam Chak-pui, Adi Lau Tin-shing, Roger Francis Bayliss, Margaret Cheng Wai-ching, Linda Choy Siu-min, Herbert Hui Leung-wah, Dr Tony Lee Kar-yun, Gillian Elizabeth Meller, David Tang Chi-fai and Jeny Yeung Mei-chun

- \* independent non-executive Director
- \*\* non-executive Director

This announcement is made in English and Chinese. In case of any inconsistency, the English version shall prevail.