



中國基建港口有限公司

CIG Yangtze Ports PLC

(Incorporated in the Cayman Islands with limited liability)
(hereafter the “Company”)

Audit Committee - Terms of Reference

1. Members

- 1.1 The audit committee of the Company (the “**Audit Committee**”) should be established by the board of directors of the Company (“**Board**”) and it should comprise a minimum of three members.
- 1.2 The Audit Committee should comprise non-executive directors only. The majority of the Audit Committee members must be independent non-executive directors of the Company, and at least one of whom is an independent non-executive director with appropriate professional qualifications or accounting or related financial management expertise.
- 1.3 The Audit Committee must be chaired by an independent non-executive director and appointed by the Board.
- 1.4 If the Audit Committee comprises a non-executive director, a former partner of the Company’s existing auditing firm should be prohibited from acting as a member of its Audit Committee for a period of 1 year from the date of his ceasing (a) to be a partner of the firm; or (b) to have any financial interest in the firm, whichever is the later.
- 1.5 The terms of appointment of the Audit Committee members should be determined by the Board at the appointment date.

2. Secretary

- 2.1 The company secretary of the company shall act as the secretary of the Audit Committee.
- 2.2 The Audit Committee may from time to time, appoint any other person with appropriate qualification and experience to act as the secretary of the Audit Committee.

3. Meetings

- 3.1 The Audit Committee should meet at least four times a year. The external auditors of the Company can call for a meeting if necessary.
- 3.2 Notice of at least 14 days should be given for any meeting, unless such notification is waived by all members of the Audit Committee. Notwithstanding the notification period, the attendance of the member of the committee at the meeting would be deemed to be treated as the waiver of the required notification requirement. If the follow-up meeting takes place within 14 days after the meeting, then no notification is required for such follow-up meeting.
- 3.3 The quorum necessary for the transaction of business of the Audit Committee shall be two members of the Audit Committee, one of whom must be an independent non-executive director.

- 3.4 Meeting can be attended in person or via electronic means including telephonic or video conferencing. The members of the Audit Committee can attend the meeting via telephonic or any similar communication device.
- 3.5 The resolution of the Audit Committee should be passed by more than half of the members.
- 3.6 The resolution passed and signed by all members is valid, and the validity is the same as any resolution passed in the meeting held.
- 3.7 Full minutes of the Audit Committee meeting should be kept by the secretary of the Audit Committee. Draft and final versions of minutes of the meeting should be sent to all committee members for their comments and records, within 14 days after the meeting.

4. Meeting attendance

- 4.1 The members of the Audit Committee should meet should meet at least four times a year. The Audit Committee may invite the Company's external auditor to attend a meeting without the attendance from the executive directors or management of the Company to discuss their remit and any issues arising from the audit (except for those invited by the Audit Committee).
- 4.2 Upon the invitation from the Audit Committee, any relevant persons can attend the meeting.
- 4.3 Only the members of the Audit Committee can vote for or against any resolutions proposed in the Audit Committee meeting.

5. Annual General Meetings

The chairman of the Audit Committee or (if absent), at least one other member of the Audit Committee (must be an independent non-executive director) should attend the annual general meeting of the Company, handle shareholders' enquiries on matters of the Company within the responsibilities of the Audit Committee.

6. Duties and Powers

The Audit Committee is responsible for reviewing and monitoring the financial reporting, risk management and internal control systems of the Company, and assist the Board to fulfil its responsibility over the audit. The Audit Committee's duties and powers should include:

- 6.1 Relationship with the Company's external auditors
 - 6.1.1 to be primarily responsible for making recommendations to the Board on the appointment, reappointment and removal of the external auditor, and to approve the remuneration and terms of engagement of the external auditor, and raise any issues related to its resignation or dismissal;
 - 6.1.2 to review and monitor the external auditor's independence and objectivity and the effectiveness of the audit process in accordance with applicable standard; and to discuss with the external auditor the nature and scope of the audit and reporting obligations before the audit commences;

- 6.1.3 to develop and implement policy on engaging an external auditor to supply non-audit services, including but not limited to reviewing the independence of the external auditor. For this purpose, “external auditor” includes any entity that is under common control, ownership or management with the audit firm or any entity that a reasonable and informed third party knowing all relevant information would reasonably conclude to be part of the audit firm nationally or internationally; and
 - 6.1.4 the Audit Committee should report to the Board, identify and make recommendations on any matters where action or improvement is needed.
- 6.2 Reviewing of the Company’s financial information
- 6.2.1 to monitor the integrity of the Company’s financial statements, annual report, half-year report and quarterly report, and to review significant financial reporting judgements contained in them. In reviewing these reports before submission to the Board, the committee should focus particularly on:
 - (a) any changes in accounting policies and practices;
 - (b) major judgemental areas;
 - (c) significant adjustments resulting from audit;
 - (d) the going concern assumptions and any qualifications;
 - (e) compliance with accounting standards; and
 - (f) compliance with the GEM Listing Rules and legal requirements in relation to financial reporting.
 - 6.2.2 Regarding paragraph 6.2.1 above:
 - (a) members of the Audit Committee should liaise with the Board and senior management and the Audit Committee must meet, at least twice a year, with the Company’s external auditor; and
 - (b) the Audit Committee should consider any significant or unusual items that are, or may need to be, reflected in the report and accounts, it should give due consideration to any matters that have been raised by the Company’s staff responsible for the accounting and financial reporting function, compliance officer and auditors.
- 6.3 Oversight of the Company’s financial reporting system, risk management and internal control systems
- 6.3.1 to review the Company’s financial controls and risk management and internal control systems;
 - 6.3.2 to discuss the risk management and internal control systems established by the Board from time to time, with management to ensure that management has performed its duty to have effective risk management and internal control systems. The discussion should include the adequacy of resources, staff qualifications and experience, training programmes and budget of the Company’s accounting and financial reporting functions;
 - 6.3.3 to consider major investigation findings on risk management and internal control matters as delegated by the Board or on its own initiative and management’s response to such findings;

- 6.3.4 to ensure co-ordination between the internal and external auditors, and to ensure that the internal audit function undertaken by the management of the Company, is adequately resourced and has appropriate standing within the Company, and to review and monitor its effectiveness;
- 6.3.5 to review the group's financial and accounting policies and practices;
- 6.3.6 to review the external auditors' management letter, any material queries raised by the auditor to management about accounting records, financial accounts or systems of risk management and internal control and management's response;
- 6.3.7 to ensure that the Board will provide a timely response to the issues raised in the external auditor's management letter;
- 6.3.8 to act as the key representative body for overseeing the Company's relationship with the external auditor;
- 6.3.9 to review arrangements that employees of the Company can use, in confidence, to raise concerns about possible improprieties in financial reporting, risk management, internal control or other matters. The Audit Committee should ensure that proper arrangements are in place for fair and independent investigation of these matters and for appropriate follow-up action;
- 6.3.10 to report to the Board on the matters under code provision C.3 of Appendix 15 "Code on Corporate Governance Practices" of the GEM Listing Rules;
- 6.3.11 to consider other topics, as defined by the Board;
- 6.3.12 where the Board disagrees with the Audit Committee's view on the selection, appointment, resignation or dismissal of the external auditors, the Company should include in the Corporate Governance Report a statement from the Audit Committee explaining its recommendation and also the reason(s) why the Board has taken a different view; and
- 6.3.13 the Audit Committee should establish a whistle blowing policy and system for employees and those who deal with the Company (e.g. customers and suppliers) to raise concerns, in confidence, with the Audit Committee about possible improprieties in any matter related to the Company.

7. **Reporting responsibilities**

The Audit Committee shall report to the Board after every meeting.

8. **Authority**

- 8.1 The Board shall delegate the Audit Committee authority to inspect all accounts, reports and records of the Company.
- 8.2 In order to fulfil its duties, the Audit Committee may request the management of the Company to provide any figures relating to any of the financial information of the Company, its subsidiaries and associates.

- 8.3 The Audit Committee member should have access to independent professional advice at the expense of the Company, if necessary, in order to fulfil the responsibility of being the Audit Committee member.
- 8.4 The Audit Committee should be provided with sufficient resources to perform its duties.

Adopted on 30 August 2012 and amended on 16 September 2015.

**For identification purpose only*