

CNOOC Limited (中國海洋石油有限公司)

(Incorporated in Hong Kong with limited liability under the Companies Ordinance) (根據公司條例於香港註冊成立的有限公司)

Stock Codes: 00883 (HKD Counter) and 80883 (RMB Counter) 股票代號: 00883 (港幣櫃台)及 80883 (人民幣櫃台)

15 May 2025

Dear registered holder(s) of the Hong Kong Shares (as defined below),

Notice of Publication of the 2024 Annual General Meeting Explanatory Statement and Proposed Amendments to the Articles of Association, Notice and Proxy Form of Annual General Meeting ("Current Corporate Communications")

The English and Chinese versions of Current Corporate Communications of CNOOC Limited (the "Company") are available electronically on the website of The Stock Exchange of Hong Kong Limited (the "Stock Exchange") at www.nhexnews.hk and the Company's website at www.nhococltd.com.

If you have elected (or are deemed to have elected) to receive the Current Corporate Communication electronically instead of in printed form, but for any reason you have difficulty in accessing the Current Corporate Communication electronically or wish to receive printed version(s), the Company will, upon your request in writing specifying your name and address by post or by email to the Company's Hong Kong share registrar, send the printed version(s) of the Current Corporate Communication to you free of charge. If you have received either the English or the Chinese version of the Current Corporate Communication, you may also request a printed copy in the other language.

If you wish to change the means or the language in which you will receive future Corporate Communications*, please (i) scan your personalized QR code printed on the Reply Form overleaf or (ii) complete the Reply Form overleaf and return it by post or by email to the Company's Hong Kong share registrar.

Contact details of the Share Registrar:

Postal address: 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong

Email address: cnooc.ecom@computershare.com.hk

Should you have any queries relating to this letter, please contact the Share Registrar at (852)2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Mondays to Fridays, excluding Hong Kong public holidays.

Yours faithfully, By order of the Board CNOOC Limited Mr. Xu Yugao Joint Company Secretary

* "Corporate Communications" means any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.

香港股份(定義如下)登記持有人:

2024年度股東周年大會說明函件及建議修訂組織章程細則、股東周年大會通告及委任表格(「本次公司通訊文件」)之發佈通知

中國海洋石油有限公司(「**本公司**」)之本次公司通訊的英文版和中文版已在香港聯合交易所有限公司(「**聯交所**」)網站<u>www.hkexnews.hk</u>和本公司網站 <u>www.cnoocltd.com</u>上提供。

若 閣下已選擇(或被視作已選擇)以電子方式收取本次公司通訊文件代替收取印刷本,但因任何理由以致在使用電子方式閱覽本次公司通訊文件時遇到困難 或希望收取印刷本,本公司將在收到 閣下書面並註明 閣下的姓名、地址之要求(郵寄或電郵至本公司之香港股份過戶登記處)後,免費發送本次公司通訊 文件的印刷本予 閣下。若 閣下已收取中文或英文版的本次公司通訊文件, 閣下亦可要求索取另一種語言版本的印刷本。

若 閣下希望更改日後收取公司通訊*之方式或語言版本,請掃描本函背面的回條上列印的 閣下專屬二維碼,或填妥本函背面的回條並郵寄或電郵至本公司之 香港股份過戶登記處。

股份過戶處聯絡資料

郵寄地址:香港灣仔皇后大道東 183 號合和中心 17M 樓電郵地址:cnooc.ecom@computershare.com.hk

如 閣下對本函件有任何疑問,請於辦公時間星期一至五(香港公眾假期除外)上午9時正至下午6時正(香港時間)其間致電股份過戶處(852)2862 8688 查詢。

承董事會命 中國海洋石油有限公司 聯席公司秘書 徐玉高 謹 啟

* 「公司通訊」是指本公司發出或將予發出以供其任何證券的持有人參照或採取行動的任何文件,包括但不限於(a) 董事會報告、年度帳目以及核數師報告副本以及(如適用)財務摘要報告: (b) 中期報告及其中期報告摘要(如適用); (c) 會議通知; (d) 上市文件; (e) 通函; 和(f) 代表委任表格。

2025年5月15日

To: Computershare Hong Kong Investor Services Limited (The "Share Registrar") 17M Floor, Hopewell Centre 183 Queen's Road East, Wanchai, Hong Kong	致:	香港中央證券登記有限公司 (「股份過戶處」) 香港灣仔皇后大道東 183 號 合和中心 17M 樓	
(Please <u>choose ONLY ONE</u> of the options below) (請 <u>從以下選項中只選擇其中一項)</u>			
		Personalized 專屬二	
Option 1: I/we hereby provide my email address for receipt of all fu	uture Corpoi	rate Communications*	
and Actionable Corporate Communications** of the Cor	mpany via el	ectronic dissemination	
by scanning my personalized QR code. (Note 1)			
選項 1: 掃瞄 閣下專屬二維碼提供 閣下之電子郵件地址,以接收	公司通過電	子方式發佈的所有未來	
公司通訊*及可供採取行動的公司通訊**。(附註1)			
Return of this Reply Form is NOT required if C 如選擇了選項 1,本回條 無須 交回。	Option 1 is	chosen.	
Option 2: I/we hereby provide my/our email address in writing for receipt of all fu	tuna Camanata	Communications and Actionable Comparete Commu	minutions** of t
Company via electronic dissemination. (Note 1)	ture Corporate	Communications and Actionable Corporate Commit	illications of ti
選項 2: 本人/吾等現以書面提供本人/吾等之的電子郵件地址,以確保收到公司通	通過電子方式發	·佈的未來公司通訊"及可供採取行動的公司通訊**。 <i>「們</i>	± 1)
Name of registered holder(s) 登記股東姓名: Name	the listed comp	pany 上市公司名稱:	
CNOOC	C Limited (the	e "Company")	
	羊石油有限公	司(「公司」)	
Email address 電郵地址:			

REPLY FORM 回條

簽名:

Signature(s): (Notes 4 & 5)

Contact number:

聯絡電話號碼:

□ Printed English version 英文印刷本 □ Printed Chinese version 中文印刷本 □ Printed English and Chinese versions 中、英文印刷本

Option 3: I/we hereby request for receipt of all future Corporate Communications* and Actionable Corporate Communications* in printed form.

This instruction is valid only from the date on which such request form is received until the next time when the Company seeks consent from its registered holders of Hong Kong Shares to receiving the Electronic Version of all future Corporate Communications or until it is revoked or replaced or I/we cease to be a holder of Hong Kong Shares, whichever is the earliest. (Please mark "\sqrt{n}" in the below box if applicable)

本指示由收取指示日期起至公司下一次向香港股份登記持有人尋求其同意以電子版本形式收取日後所有公司通訊之時,或直至指示被撤回或取代或本人/吾等不再是香港股份持有人為止(以較早者為準) 有效。(如適用,請在以下方格內劃上「✔」號)

- Notes 附註.

 1. Certain Actionable Corporate Communications, because of their nature, can only be sent in printed form. Such documents will therefore be sent to your registered addresses by post, even you may have provided email addresses. 表于可依据对的协分可通讯根其性责任经过印刷本面式杂技。即使被等已经使需要地丛。淡等公司通讯仍跨廊资金按查之自起地丛。

 2. If you provide more than one email address by QR code, email, reply form and/or other means, only the latest one email address provided will be registered. If the Company does not receive a functional email address, you will receive a notification letter of the publication of the Corporate Communications** on the Stock Exchange's website and the chompany's weeksite and the company as weistle and the Actionable Corporate Communications* on the Stock Exchange's website and the Company as weistle and the Actionable Corporate Communications on the Book Action Corporate Communications to the December of the Publication of the Corporate Communications to the December of the Publication of the Corporate Communications to the Corporate Communications to the Corporate Communications to the December of the December of the Corporate Communications to the December of the Corporate Communications to the December of the December of the December of the Corporate Communications to the December of the Corporate Communications to the Corporate Communications to the December of the December of the Corporate Communications to the Corporate Communications to the Corporate Communications to the Corporate Communications to the December of the Corporate Communications to the Corporat

- Corporate Communications" means any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary financial report to (b) the interior report and, where applicable, its summary interior report and where applicable, it

選項 3: 本人/吾等現要求收取未來公司通訊*及可供採取行動的公司通訊**印刷本。

Mailing Label 郵寄標籤 Computershare Hong Kong Investor Services Limited

香港中央證券登記有限公司 Freepost No. 簡便回郵號碼:37 Hong Kong 香港

Please cut the mailing label and stick it on an envelope to return this form to us. No postage is necessary if posted in Hong Kong.

日期:

當 閣下寄回此回條時·請將郵寄標籤剪貼於信封上。 如在本港投寄· 閣下無需支付郵費或貼上郵票。