ENN Natural Gas Co., Ltd.

Working System for the Secretary of the Board of Directors

ENN Natural Gas Co., Ltd.

Board of Directors

August 2026

Chapter I General Provisions

Article 1 To promote the standardized operation of ENN Natural Gas Co., Ltd. (hereinafter referred to as the "Company"), promote and ensure that the Secretary of the Board of Directors actively performs his or her duties, and strengthen the management and supervision of the work of the Secretary of the Board of Directors, this System is formulated in accordance with the Company Law of the People's Republic of China (hereinafter referred to as the "Company Law"), the Securities Law of the People's Republic of China, the Regulatory Rules for the Secretaries of the Board of Directors of Listed Companies, the Listing Rules of the Shanghai Stock Exchange (hereinafter referred to as the "Listing Rules"), the Self-Regulatory Guidelines for Listed Companies of the Shanghai Stock Exchange No. 1—Standardized Operations and other relevant laws, regulations and normative documents, as well as the Articles of Association of ENN Natural Gas Co., Ltd. (hereinafter referred to as the "Articles of Association").

Article 2 The Company shall have one Secretary of the Board of Directors, who shall assist the Board of Directors in performing its duties and report work to the Board of Directors.

The Company shall establish an Investor Relations Intelligent Competence Group, which shall be the department under the management of the Secretary of the Board of Directors.

Article 3 The Secretary of the Board of Directors is a member of the Company's senior management and shall faithfully and diligently perform his or her duties in accordance with laws, administrative regulations, the provisions of the China Securities Regulatory Commission (hereinafter referred to as the "CSRC"), the business rules of the Shanghai Stock Exchange (hereinafter referred to as the "SSE") and the Articles of Association.

The Secretary of the Board of Directors shall keep the Company's secrets, shall not disclose inside information, and shall not engage in insider trading, manipulation of the securities market or other such conduct.

Chapter II Appointment, Dismissal and Qualifications of the Secretary of the Board of Directors

Article 4 The Secretary of the Board of Directors shall be appointed by the Board of Directors. The Nomination Committee of the Board of Directors shall select and review the candidate for Secretary of the Board of Directors and his or her qualifications, and make recommendations to the Board of Directors.

The Secretary of the Board of Directors shall not concurrently serve as the Chief Executive Officer or Co-Chief Executive Officer, President, Vice President in charge of operating business, or person in charge of finance. Where the Secretary of the Board of Directors concurrently holds another position in the Company, the duties of the Secretary of the Board of Directors and the other position shall be clearly distinguished to ensure that the Secretary of the Board of Directors has sufficient time and energy to independently perform his or her duties.

Article 5 The Secretary of the Board of Directors of the Company shall have good professional ethics and personal integrity, be familiar with securities laws, regulations and rules, and have the work experience necessary to perform his or her duties.

The work experience necessary to perform the duties referred to in the preceding paragraph means five years or more of work experience in finance, accounting, auditing, legal compliance, financial services or other fields related to the performance of the duties of the Secretary of the Board of Directors, or having obtained a legal professional qualification certificate and having five years or more of work experience, or having obtained a certified public accountant certificate and having five years or more of work experience.

A person falling under any of the following circumstances shall not serve as the Secretary of the Board of Directors:

(1) Any circumstance under Article 4.3.3 of the Listing Rules under which a person may not serve as a director or senior management personnel of a listed company;

(2) Having been subject to an administrative penalty imposed by the CSRC or having been subject to three or more administrative regulatory measures taken by the CSRC during the most recent 36 months;

(3) Having been publicly censured by a stock exchange, or having been given notices of criticism by a stock exchange three or more times, during the most recent 36 months;

(4) Other circumstances prescribed by laws, administrative regulations, the CSRC or the SSE.

The Company shall explain and disclose that the candidate for Secretary of the Board of Directors meets the requirements of this Article.

Article 6 The Secretary of the Board of Directors shall continuously strengthen his or her study of securities laws, regulations and the business rules of the SSE, and continuously improve his or her ability to perform duties.

Article 7 The Company shall appoint a securities affairs representative to assist the Secretary of the Board of Directors in performing his or her duties. When the Secretary of the Board of Directors is unable to perform his or her duties, the securities affairs representative shall perform the duties on his or her behalf. During this period, the Secretary of the Board of Directors shall not thereby be exempted from the responsibilities he or she bears for the Company’s information disclosure and other matters.

The securities affairs representative shall meet the qualifications prescribed in Article 5 of this System.

Article 8 After appointing the Secretary of the Board of Directors and the securities affairs representative, the Company shall make an announcement promptly and submit the following materials to the SSE:

(1) A recommendation letter from the Board of Directors, including an explanation that the Secretary of the Board of Directors and the securities affairs representative meet the qualifications for office prescribed in this System, their current positions, work performance, personal integrity and other information;

(2) Copies of the resumes and educational certificates of the Secretary of the Board of Directors and the securities affairs representative;

(3) The appointment letters of the Secretary of the Board of Directors and the securities affairs representative or the relevant resolutions of the Board of Directors;

(4) The contact details of the Secretary of the Board of Directors and the securities affairs representative, including office telephone number, mobile telephone number, fax number,

correspondence address, dedicated email address and other information.

Where the aforesaid contact details change, the Company shall promptly submit the updated materials to the SSE.

Article 9 The Company shall designate the Secretary of the Board of Directors, the person acting on behalf of the Secretary of the Board of Directors and the securities affairs representative to be responsible for contacting the SSE and handling, in the name of the Company, matters such as information disclosure and management of changes in the Company's shares and derivative varieties.

Article 10 The Company shall complete the appointment of a Secretary of the Board of Directors within six months after the originally appointed Secretary of the Board of Directors leaves office. During any vacancy in the position of Secretary of the Board of Directors, the Chairman shall act on behalf of the Secretary of the Board of Directors.

Article 11 The Company shall have sufficient grounds for dismissing the Secretary of the Board of Directors and shall not dismiss him or her without a reason.

Article 12 Where the Secretary of the Board of Directors falls under any of the following circumstances, he or she shall cease performing duties and resign. If the Secretary of the Board of Directors does not resign, the Board of Directors shall, immediately after becoming aware or being required to become aware of the occurrence of the relevant fact, convene a meeting to dismiss him or her:

(1) Any circumstance arises under which the Secretary of the Board of Directors no longer meets the qualifications for office prescribed in Article 5 of this System;

(2) Being unable to continuously perform duties for three months or more;

(3) Committing a material error or omission in the performance of duties, causing material losses to the Company or investors or having a material impact on the Company;

(4) Violating laws and regulations, the provisions of the CSRC, the relevant provisions of the SSE, the Articles of Association, internal management systems or other provisions, causing material losses to the Company or investors or having a material impact on the Company.

When the Secretary of the Board of Directors is dismissed or resigns, the Company shall promptly report the matter to the SSE, explain the reasons and make an announcement.

The Secretary of the Board of Directors may submit a personal statement report to the SSE regarding the Company's improper dismissal of him or her or matters relating to his or her resignation.

Chapter III Duties of the Secretary of the Board of Directors

Article 13 The Secretary of the Board of Directors shall be responsible to the Company and the Board of Directors and perform the following duties:

(1) Responsible for handling the Company's information disclosure matters, organizing the formulation of the Company's information disclosure management system and maintaining its effective implementation, and urging the Company and relevant information disclosure obligors to comply with the relevant information disclosure provisions;

Where the Secretary of the Board of Directors discovers deficiencies or problems in the operation of the Company’s information disclosure management system, he or she shall promptly report them to the Board of Directors and put forward rectification recommendations;

(2) Organizing and coordinating the preparation of draft periodic reports, urging senior management personnel such as the President and the person in charge of finance and relevant departments of the Company to provide the relevant contents of periodic reports on time, and compiling them into draft periodic reports in accordance with the prescribed contents and format; recommending that the Audit Committee review the financial information in periodic reports; recommending that the Chairman convene the Board of Directors to deliberate on and disclose periodic reports; within the scope of his or her duties, paying attention to material abnormal circumstances in periodic reports, such as abnormal financial data, abnormal operating and business matters, and abnormal preparation and publication procedures, and promptly conducting verification, and, where problems are discovered, reporting them to the Board of Directors and putting forward rectification recommendations;

(3) Promptly collecting information on material events required to be disclosed by the Company, reporting it to the Board of Directors, preparing interim reports in accordance with the prescribed contents and format, and organizing the disclosure of interim reports;

Ensuring that the Company’s information disclosure documents are published on the website of the SSE and in media meeting the conditions prescribed by the CSRC, and not replacing the reporting and announcement obligations that the Company should perform with a press release, responses to reporters’ questions or any other form;

(4) Responsible for handling matters relating to the postponement or exemption of the Company’s information disclosure, and responsible for registering, keeping and submitting information whose disclosure has been postponed or exempted;

(5) Responsible for the confidentiality of the Company’s information disclosure, organizing the formulation of the inside information management system and maintaining its effective implementation, registering, keeping and submitting the files of persons with knowledge of inside information as required, and immediately reporting to the SSE and making disclosure when undisclosed material information is leaked;

(6) Promptly collecting matters within the authority of the Board of Directors and the Shareholders’ Meeting, reporting them to the Board of Directors and proposing that a meeting be convened; preparing for and organizing Board meetings and Shareholders’ Meetings, being responsible for keeping and signing meeting minutes, ensuring that the meeting minutes truthfully reflect the meeting, and ensuring that the convening, holding and voting procedures of meetings comply with laws and regulations, the relevant provisions of the SSE, the Articles of Association and relevant rules of procedure;

(7) Where the Company’s Articles of Association, organizational structure, allocation of authority or other matters do not comply with laws and regulations or the relevant provisions of the SSE, promptly reporting the matter to the Board of Directors and putting forward rectification recommendations; where financial information or internal control problems or clues are discovered, promptly reporting them to the Audit Committee;

(8) Organizing training for the Company’s directors, senior management personnel and other relevant personnel on relevant laws and regulations and SSE requirements, and assisting the aforesaid personnel in understanding their respective responsibilities in information disclosure;

(9) Urging directors, senior management personnel and other relevant personnel to comply with laws and regulations, the relevant provisions of the SSE and the Articles of Association, and to effectively perform their commitments; where becoming aware that the Company, directors or senior management personnel have adopted or may adopt a resolution in violation of relevant provisions, reminding them and immediately truthfully reporting the matter to the SSE;

(10) Assisting independent directors in performing their duties, ensuring smooth information flow between independent directors and other directors, senior management personnel and other relevant personnel, and ensuring that independent directors can obtain sufficient resources and necessary professional opinions;

(11) Paying attention to media reports and market rumors relating to the Company, promptly verifying the relevant circumstances, reporting them to the Board of Directors, putting forward compliant handling recommendations such as clarification, and urging the Company and other relevant parties to respond promptly to inquiries from the SSE;

(12) Responsible for organizing and coordinating the Company's investor relations management, enhancing investors' understanding and recognition of the Company; coordinating communication and liaison between the Company and shareholders, the actual controller, investors, directors, intermediary institutions, media and securities regulatory authorities, among others, and maintaining smooth communication channels;

(13) Responsible for the management of changes in the Company's shares and derivative varieties and managing the Company's register of shareholders; checking each quarter the disclosure of the holdings and trading of the Company's shares by shareholders holding 5% or more, the actual controller, directors and senior management personnel, among others; where any illegal or non-compliant conduct is discovered, urging the relevant persons to make rectification as required and promptly reporting the matter to the SSE;

(14) Responsible for managing the identity information of the Company, its directors, senior management personnel and relevant personnel, and completing the submission and maintenance of information on relevant entities as required by the SSE;

(15) Other duties required to be performed by laws and regulations and the SSE.

Article 14 The Secretary of the Board of Directors of the Company shall attend Shareholders' Meetings and Board meetings as a non-voting participant. To perform his or her duties, the Secretary of the Board of Directors shall have the right to attend relevant meetings of senior management personnel, consult relevant documents and materials, understand the Company's financial and operating conditions, or require relevant departments and personnel of the Company to explain relevant matters.

The Company shall provide convenient conditions for the Secretary of the Board of Directors to perform his or her duties, formulate procedures for reporting, transmitting, reviewing and disclosing material events, embed the performance of the duties of the Secretary of the Board of Directors into the Company's daily operation and management processes, and ensure that the Secretary of the Board of Directors obtains information in a timely, accurate and comprehensive manner.

The directors, person in charge of finance and other senior management personnel of the Company and relevant departments of the Company shall support and cooperate with the work of the Secretary of the Board of Directors. When they become aware of material events, the progress of disclosed matters or other circumstances, they shall promptly perform their reporting obligations and notify the Secretary of the Board of Directors in accordance with the Company's provisions, promptly provide relevant materials at the request of the Secretary of the Board of Directors, and shall not refuse, obstruct or interfere with the normal performance of duties by the Secretary of the Board of Directors. Where the Company's internal audit institution discovers a material problem or clue, it shall promptly report it to the Audit Committee and notify the Secretary of the Board of Directors.

Article 15 Where the Secretary of the Board of Directors is improperly obstructed or hindered in performing his or her duties, he or she shall promptly report the matter to the Chairman, who shall coordinate the relevant parties to cooperate with the Secretary of the Board of Directors in performing his or her duties. Where the Secretary of the Board of Directors continues to be improperly obstructed or hindered, he or she shall report the matter to the SSE and provide relevant evidence.

Article 16 Where, in the course of performing his or her duties, the Secretary of the Board of Directors discovers that the Company is unable to disclose information on time, information disclosure documents contain false records, misleading statements or material omissions, or the Company has failed to perform the review procedures for material matters as required, he or she shall promptly report the matter to the CSRC and the SSE.

Where a recommendation submitted by the Secretary of the Board of Directors to the Board of Directors or its special committees in accordance with this System is not adopted, he or she shall promptly report the matter to the CSRC and the SSE.

Article 17 The Company shall establish a regular evaluation mechanism for the performance of duties by the Secretary of the Board of Directors and set assessment and evaluation standards commensurate with the duties of the Secretary of the Board of Directors. As a member of the Company's senior management, the evaluation of the Secretary of the Board of Directors' performance of duties shall be included in the Company's evaluation system for senior management personnel. The Company shall conduct regular assessment and evaluation of the Secretary of the Board of Directors based on the Company's relevant remuneration and assessment systems and in light of the performance of the duties of the Secretary of the Board of Directors. Where the evaluation result relates to remuneration, performance or other matters, it shall be handled in accordance with the Remuneration Management System for Directors and Senior Management Personnel of ENN Natural Gas Co., Ltd. and other relevant systems of the Company.

Where the Secretary of the Board of Directors violates the Articles of Association, this System or other internal systems of the Company and fails to faithfully and diligently perform his or her duties, the Company shall pursue liability according to the nature of the conduct, the severity of the circumstances and the consequences caused. Where the circumstances are serious, the Company shall promptly replace the Secretary of the Board of Directors.

Chapter IV Supplementary Provisions

Article 18 Matters not covered in this System shall be handled in accordance with the relevant provisions of national laws, regulations, normative documents and the Articles of Association. Where this System is inconsistent with the relevant provisions of laws, regulations, normative documents or the Articles of Association, the provisions of relevant laws and regulations, normative documents and the Articles of Association shall prevail.

Article 19 The Board of Directors of the Company shall be responsible for interpreting and amending this System.

Article 20 This System shall become effective on the date of its approval by the Board of Directors of the Company.

ENN Natural Gas Co., Ltd.

Board of Directors

August 28, 2026