

NOTICE OF THE 22nd ANNUAL GENERAL MEETING (AGM)

Notice is hereby given that the 22nd Annual General Meeting of the Shareholders of Summit Power Limited will be held on Sunday, the 24th day of November 2019, at Krishibid Institute (KIB) Complex BD, Krishi Khamar Sarak, (Khamarbari), Farmgate, Dhaka-1215, at 11:30 AM to transact the following businesses:

Agenda

- 1 To receive and adopt the Directors' Report and the Audited Financial Statements for the year ended on 30 June 2019 together with the Auditors' Report thereon;
- 2 To declare dividend for the year ended on 30 June 2019 as recommended by the Board of Directors;
- 3 To elect Directors in place of those retiring under Article 23(a) of the Company's Articles of Association;
- 4 To appoint Statutory Auditors for the year ending on 30 June 2020 and to fix their remuneration thereon;
- 5 To appoint a Professional Accountant/Secretary for certification on compliance of the Corporate Governance Code for the year ending on 30 June 2020 and to fix remuneration thereon.

Dhaka, 24 October 2019

By order of the Board of Directors

S/d-

(Swapon Kumar Pal, FCA)

Company Secretary

Notes

- 1 Shareholders whose names appeared at the record date i.e. 17th October 2019 in the Share Register of the Company or in the Depository Register on that date will be eligible to attend and vote in the Annual General Meeting and to receive dividend as approved in the AGM;
- 2 Members entitled to attend and vote at the Annual General Meeting may appoint a Proxy to attend and vote on his/her behalf. The proxy form must be affixed with requisite revenue stamp and must be submitted to the Registered Office of the Company not less than 48 hours before the time fixed for the Annual General Meeting;
- 3 Admission into the meeting venue will be allowed on production of the Attendance Slip attached with the Proxy Form.

Special Note: No benefit or gift in cash or kind shall be given to the Shareholders for attending the 22nd Annual General Meeting as per Bangladesh Securities and Exchange Commission's Circular No. SEC/CMRRCD/2009-193/154 dated October 24, 2013.

সন্মানিত শেয়ারহোল্ডারবৃন্দের সদয় অবগতির জন্য জানানো যাচ্ছে যে, আসন্ন বার্ষিক সাধারণ সভায় কোন প্রকার উপহার/খাবার/কুপন প্রদানের ব্যবস্থা থাকবে না।