



Sonali Paper & Board Mills Limited

Corporate Office :
51, Central Road, Dhanmondi,
Dhaka-1205, Bangladesh

Phone : 58610056-59, 9677781
Fax : +88-02-58613965, 58615683
E-mail : information@younusgroup.com

Ref :

Notice of the 44th Annual General Meeting (AGM)

Date :

Notice is hereby given that the 44th Annual General Meeting (AGM) of Sonali Paper & Board Mills Limited will be held on **Thursday, November 11, 2021 at 11:00 a.m.** at virtually by using digital platform through the link <http://sonalipapr44.digitalagmbd.net> (Pursuant to the Bangladesh Securities and Exchange Commission's (BSEC) Order No. BSEC/SRMIC/94-231/25 dated 08 July, 2020) to transact the following businesses:

1. To receive, consider and adopt the Audited Financial Statements for the year ended 30 June, 2021 together with the Report of the Directors' and the Auditors' thereon.
2. To approve the dividend for the year ended 30 June, 2021 as recommended by the Board of Directors.
3. To elect/re-elect/resign Directors as per terms of the relevant provision of Articles of Association.
4. To appoint Statutory Auditors and to fix their remuneration.
5. To appoint Auditors/Professionals for Compliance of Corporate Governance Code.

By order of the Board

(Md. Rashedul Hossain)
Company Secretary

Dated: October 21, 2021

Notes:

- i. Shareholder's name appear in the Member/Depository Register of the company as on Record Date i.e. October 07, 2021 will be eligible to attend the 44th Annual General Meeting (AGM) and receive dividend.
- ii. Pursuant to the Bangladesh Securities and Exchange Commission's (BSEC) Notification No. BSEC/CMRRCD/2006-158/208/Admin81 dated June 20, 2018, soft copy of the Annual Report-2020-2021 will be sent to shareholders respective email addresses as available in their Beneficiary Owner (BO) Accounts maintained with the CDBL. Soft copy of the Annual Report 2020-2021 will also be available at the Company's Website at: www.spbmlbd.com
- iii. A member entitled to attend and vote at the 44th Annual General Meeting can appoint a proxy to attend the meeting and vote on his/her behalf. The proxy form duly stamped with revenue stamp of Taka 20.00 must be sent at the share department of the company at 51, Central Road, Dhanmondi, Dhaka-1205 or through e-mail spshare@younusgroup.com not later than 48 hours before the appointed time of the meeting.
- iv. The shareholders will join the Virtual AGM of SPBML through the link prior of 24 hours of the meeting. The shareholders will be able to complete registration, comment and vote before commencement of the AGM and during the AGM.
- v. Shareholders bearing BO ID are requested to update the particulars of Bank A/C, e-mail address, change of address and 12 digit Tax payers' identification number (e-Tin) through their depository participant (DP) before **November 07, 2021**. If the shareholders fail to upload their e-Tin before **November 07, 2021** income tax at source will be deducted from payable dividend @ 15% instead of @ 10% as per amendment Income Tax Ordinance, 1984 under section 54. The Shareholders maintaining folio no. are also requested to submit their e-Tin before **November 07, 2021** to the Share Department of SPBML, 51, Central Road, Dhanmondi, Dhaka-1205.
- vi. Depository participants/ Stock Brokers are requested to send the list of margin account holders based on record date i.e. **October 07, 2021**, if any within November 15, 2021 to the company through hard copy or e-mail spshare@younusgroup.com, otherwise, the dividend will be paid to the shareholders whose names appeared in the Member/Depository Register on the "Record Date".
- vii. In case of non receipt of the Annual Report of FY 2020-2021 of the Company sent through the email, Shareholders may collect the same from the share office of the Company.