



Sonali Paper & Board Mills Limited

Corporate Office :
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Ref :

Notice of the 46th Annual General Meeting (AGM)

Date :

(Virtual Meeting Through Digital Platform)

Notice is hereby given that the 46th Annual General Meeting (AGM) of Sonali Paper & Board Mills Limited will be held on **Wednesday, December 20, 2023 at 11:00 a.m.** at virtually by using digital platform through the link <https://sonalipapr46.digitalagmbd.net> to transact the following businesses:

1. To receive, consider and adopt the Audited Financial Statements for the year ended 30 June, 2023 together with the Report of the Directors' and the Auditors' thereon.
2. To approve the dividend for the year ended 30 June, 2023 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: November 29, 2023

Notes:

- i. Shareholder's name appear in the Member/Depository Register of the company as on Record Date i.e. November 16, 2023 will be eligible to attend the 46th Virtual Annual General Meeting (AGM) and receive dividend.
- ii. We encourage the Members to login to the system prior to 11:00 a.m. (Dhaka time) on December 20, 2023. Please allow ample time to login and establish your connectivity. The webcast will start at 11:00 a.m. (Dhaka Time). Please connect on the appropriate time i.e. 5 minutes before commencement of the Meeting for avoiding any technical difficulties in accessing the Virtual Meeting.
- iii. Shareholders are eligible to attend the Annual General Meeting (AGM) is entitled to appoint a Proxy to attend and vote on his/her behalf (through digital platform). The "Proxy Form" must be affixed with requisite Revenue Stamp and deposited it at the Registered Office of the Company not later than 48 hours before the time fixed for the meeting;
- iv. Depository participants/ Stock Brokers are requested to send the list of margin account holders based on record date i.e. **November 16, 2023**, if any within December 24, 2023 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".
- v. As per condition no. 9(1) & (2) of the BSEC/CMRRCD/2006-158/208/Admin/81, dated 20 June 2018, the soft copy of the Annual Report for 2022-2023 of the Company will be sent to the Shareholders respective e-mail address. However, in case of non-receipt of Annual Report 2022-23 of the Company, Shareholders may collect the same from the Company's website at: www.spbmlbd.com
- vi. The Annual Report can be availed in the Company's website at www.spbmlbd.com