



NOTICE OF THE 23rd ANNUAL GENERAL MEETING

This is hereby Noticed that the **23rd ANNUAL GENERAL MEETING** of the shareholders of **Hakkani Pulp & Paper Mills Limited** will be held on Thursday, the 26th December 2019 at 11.00 a.m at the **"Green City Convention Hall, Noya Bazar Moor, Bishawo Road, Halishar, Chattogram** to transact the following business:

- Agenda-1 : To receive, consider and adopt the Audited Financial Statements of the company for the year ended 30th June 2019 together with the Reports of the Auditors' and the Directors' thereon.
- Agenda-2 : To declare and approve Dividend for the year ended 30th June 2019 as recommended by the Board of Directors.
- Agenda-3 : To elect Directors in terms of the relevant provision of Articles of Association of the company.
- Agenda-4 : To approve the appointment of independent Director.
- Agenda-5 : To appoint Auditors for the year 2019-2020 and fix their remuneration.
- Agenda-6 : To appoint professional for the Certification on Corporate Governance for the year 2019-2020 and fix their remuneration.
- Agenda-7 : To transact any other business of the company with the permission of the Chair.

Dated : Chattogram
November 02, 2019

By order of the Board


Mohammad Musa
Company Secretary

Notes:

- (1) The Record Date will be 24th November 2019.
- (2) The Shareholders whose names would appear in the Register of Members of the Company on the Record Date will be eligible to attend the meeting.
- (3) A member eligible to attend and vote at the Annual General Meeting may appoint proxy to attend and vote on his / her behalf. The Proxy Form must be affixed with requisite revenue stamp and submit at the registered office of the Company not later than 48 hours before the time fixed for the Annual General Meeting.
- (4) Election of Directors will be held in terms of Articles of Association of the Company and relevant Rules / Circulars in force.
- (5) Shareholders are advised to update the change of address, if necessary, through their respective Depository Participant.
- (6) Admission to the meeting room will be strictly on production of the attendance slip sent with the Notice.