

SINGER

SINGER BANGLADESH LIMITED

Registered Office: 39, Dilkusha C/A, Dhaka-1000

NOTICE OF 44th ANNUAL GENERAL MEETING

Notice is hereby given that the **44th Annual General Meeting of Singer Bangladesh Limited** will be held on **Thursday, March 28, 2024 at 2.00 p.m. through Hybrid System** in combination of **physical presence** (Emmanuelle's, House # 8, Road # 135, Gulshan 1, Dhaka-1212) and using **digital platform** (<https://singer.bdvirtualagm.com>) to transact the following business:

AGENDA

1. To receive and adopt the Directors' and Auditors' Report and the Audited Financial Statements of the Company for the year ended December 31, 2023.
2. To declare dividend for the year ended December 31, 2023.
3. To elect/re-elect Directors.
4. To appoint Statutory Auditors and to fix their remuneration.
5. To appoint Corporate Governance Compliance Auditors and to fix their remuneration.
6. To confirm appointment of the Independent Director.

By order of the Board

Sd/-

Kazi Ashiqur Rahman
Company Secretary
March 5, 2024

Registered Office
39, Dilkusha C/A
Dhaka-1000

Notes:

- Members whose names appeared in the Members'/Depository Register on Record Date i.e. February 22, 2024 will be eligible to join/participate and vote in the Annual General Meeting physically or through digital platform and to receive the dividend.
- A Member entitled to join/participate and vote in the Annual General Meeting may appoint a proxy in his stead. The proxy form, duly stamped with a revenue stamp of Tk. 20 must be deposited at the Registered Office of the Company or a scanned copy of that proxy form must be sent to the email "iro@singerbd.com" not later than 48 hours before the meeting.
- Pursuant to the BSEC Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated June 20, 2018, soft copy (PDF format) of the Annual Report 2023 will be sent to the Members' respective email addresses as available with us. The Annual Report 2023 will also be available on the Company's website at: www.singerbd.com.
- The link for joining the Digital Platform is <https://singer.bdvirtualagm.com> which will also be sent to the respective Members' email addresses and SMS to their mobile number as available with us in due course of time. The Members need to put their 16-digit Beneficial Owner (BO) ID number/Folio for log-in to the system.
- This link <https://singer.bdvirtualagm.com> will be opened 48 hours before the commencement of the AGM for questions/comments and vote electronically by the members.
- As per directive of Bangladesh Securities and Exchange Commission (BSEC), no benefit in cash or kind, other than in the form of cash dividend, shall be entitled for the AGM.