

# SINGER

## SINGER BANGLADESH LIMITED

### NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the **41<sup>st</sup> Annual General Meeting of Singer Bangladesh Limited** will be held on Thursday, **April 15, 2021 at 12.00 noon** by using Digital Platform in accordance with the Bangladesh Securities and Exchange Commission (BSEC) Directive BSEC/CMRRCD/2009-193/12 dated March 23, 2021 to transact the following business.

#### AGENDA

##### Ordinary Business:

1. To receive and adopt the Directors' and Auditors' Report and the Audited Financial Statements of the Company for the year ended December 31, 2020.
2. To declare Dividend for the year ended December 31, 2020.
3. To elect Directors under rotation.
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.

##### Special Business:

1. To consider and if thought fit, pass the following resolution as a "Special Resolution".  
"RESOLVED that the last word of Clause-I "Limited" of the Memorandum of Association of the Company be amended and substituted to read "PLC" subject to the further decision of the authorities to this effect."

By order of the Board

Sd/-

**Kazi Ashiqur Rahman**  
Acting Company Secretary  
March 24, 2021

Registered Office  
39, Dilkusha C/A  
Dhaka-1000

##### Notes:

- Members whose names appeared in the Members'/Depository Register on Record Date i.e. February 16, 2021 will be eligible to attend/participate and vote in the Annual General Meeting through Digital Platform and to receive dividend.
- A Member entitled to attend/participate and vote in the Annual General Meeting, may appoint a proxy in his stead. Scanned copy of the proxy form, duly stamped must be mailed to the email at [iro@singerbd.com](mailto: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) of the Annual Report 2020 will be sent to the Members' respective email addresses as available with us. The Annual Report 2020 will be available in the Company's website at: [www.singerbd.com](http://www.singerbd.com).
- Link for joining in the Digital Platform (audio-visual meeting) will be mailed to the respective Members' email address and sent SMS to their mobile number as available with us.
- The Members will be able to submit their **questions/comments** and also **vote** electronically 24 hours before commencement of the AGM and during the AGM.
- Members whose email addresses updated/changed subsequently, are requested to email us at [iro@singerbd.com](mailto:iro@singerbd.com) referring their full name, Folio/BO ID and email address to get the digital platform meeting invitation.
- Members who have so far not encashed their dividend warrants up to the year 2019, may claim or approach the Company for the payment thereof.