



Simtex Industries Limited

Khagan, Birulia, Savar, Dhaka-1341

NOTICE OF THE 16TH ANNUAL GENERAL MEETING

Notice is hereby given to all the Shareholders of Simtex Industries Limited, that the 16th Annual General Meeting (AGM) of the Company will be held on Thursday, 28th December 2023 at 11:00 a.m. The AGM will be held virtually using the help of digital platform through the following link: <https://simtex.digitalagmbd.net>, to transact the following business:

AGENDA

01. To receive, consider and adopt the Audited Financial Statements of the Company for the year ended 30 June 2023, together with the report of the Directors' and Auditors' thereon.
02. To declare Dividend as recommended by the Board of Directors.
03. To elect Directors as per Articles of Association of the Company.
04. To consider the appointment of Independent Director of the Company.
05. To appoint Statutory Auditors of the Company and Professionals for compliance of Corporate Governance Code and to fix their remuneration.
06. To fix the remuneration of the Managing Director of the Company.

By order of the Board

Md. Saddam Hossin
Company Secretary (CC)

Dated, Dhaka
December 06, 2023

Note:

01. The Shareholders whose names will appear in the Depository Register of CDBL as on the Record Date i.e. November 23, 2023 will be eligible to attend the 16th Annual General Meeting (AGM) and qualify for dividend.
02. A member entitled to attend and vote at the Annual General Meeting may appoint a Proxy to attend and vote on his/her behalf. The Proxy Form duly filled, signed and stamped with a revenue stamp of Tk. 20, must be deposited at the registered office of the Company or through e-mail at companysecretary@simtexgroup.com 48 hours before the time fixed for the meeting.
03. The ensuing 16th AGM will be conducted via live webcast by using digital platform, pursuant to the Bangladesh Securities and Exchange Commission's (BSEC) Order No. SEC/SRMIC/94-231/91 dated 31st March, 2021.
04. The members will be able to submit their questions/comments, and vote electronically 24 hours before commencement of the AGM and also during the AGM. For logging into the system, the members need to enter their 16-digit Beneficial Owner (BO) ID number/ Folio Number and other credentials as proof of their identity by visiting the link: <https://simtex.digitalagmbd.net>
05. Pursuant to the Bangladesh Securities and Exchange Commission Notification No. BSEC/CMRRCD/2006/158/208/Admin/81 dated 20 June 2018, the Company will send the Annual Report-2023 in soft formats to the respective e-mail address of the shareholders available in their BO account maintained with Depository Participants (DP). The soft copy of the Annual Report-2023 will be also available on the Company's website at: www.simtexgroup.com
06. We encourage the Members to login to the system prior to the meeting starting time i.e. 11:00 a.m. Bangladesh Standard Time (BST) on December 28, 2023. The Shareholders are requested to take ample time to login and establish their connectivity. The webcast will start at 11.00 a.m. Bangladesh Standard Time (BST). The Shareholders are requested to contact +880 1404451251 in case any technical difficulties arise during accessing the virtual meeting.
07. Members are requested to update their respective BO Accounts with 12 Digit e-TIN, Bank Account, Mailing Address and Contact Number through their respective Depository Participant (DP). Advance Income Tax (AIT) @ 15% (instead of 10%) will be deducted from eligible cash dividend, if anyone fails to update his/her BO Account with the 12 Digit e-TIN on or before the Record Date.
08. The concerned Brokerage Houses/DPs are requested to provide us the statement (both hard copy & soft copy) on or before 10 December 2023 with details of their margin loan holders entitled to Dividend for the year ended 30 June 2023. The statement should include Shareholders Name, BO ID Number, Client-wise shareholding position, contact person etc.