



SAVAR REFRACTORIES PLC.

Head Office : 108, Airport Road (3rd Floor), Tejgaon, Dhaka-1215.

Notice of the 41st Annual General Meeting

Notice is hereby given that the Board of Directors of Savar Refractories PLC have decided that **41st Annual General Meeting (AGM)** of the Company will be held on **Saturday, February 17, 2024 at 11.30 AM** in Hybrid System, Venue at **108, Airport Road, 4th Floor, Tejgaon, Dhaka-1215** along with the arrangement of digital platform (the link: <https://savar-ref41.bdvirtualagm.com>), pursuant to BSEC letter no. BSEC/ICAD/SRIC/2024/318/09, dated: January 16, 2024 to transact the following business:

Agenda:

1. To receive, consider and adopt the audited financial statements of the company for the year ended June 30, 2023 together with auditors' report and directors' report to the shareholders;
2. To approve no dividend recommended by the Board of Directors of the company for the year ended June 30, 2023;
3. To elect/re-elect Director(s) as per Articles of Association of the company;
4. To Re-appoint Mr. Safi Muddaser Khan as Managing Director for the next 5 years;
5. To appoint the Statutory Auditor for the year ended June 30, 2024 and to fix their remuneration;
6. To appoint the Corporate Governance compliance auditors for the year ended June 30, 2024 and to fix their remuneration.

By order of the Board of Directors
Sd/

Md. Belayet Hossain Khan
Company Secretary (Acting)

January 24, 2024

Notes:

- i. As notified earlier the "**Record Date**" was fixed at **November 21, 2023**. The shareholders whose names would appear in the Register of Shareholders of the company and/or in the Depository on the '**Record Date**' will be eligible to attend the 41st AGM.
- ii. A Member entitled to attend and vote at the General Meeting may appoint a Proxy to attend and vote in his/her stead. The scanned copy of "**Proxy Form**", duly signed and affixed with BDT 100 revenue stamp must be sent through email to savar.ref@gmail.com/deposited at the Registered Office of the Company no later than 72 hours before commencement of the AGM.
- iii. Annual Report for the financial year 2022-2023 sent to e-mail address of the Shareholders and also available in the Company's Website at: www.savar-ref.com as per Pursuant to the Bangladesh Securities and Exchange Commission Notification No. BSEC/CMRRCD/2006-158/208/Admin/81, dated: 20 June 2018.
- iv. The Shareholders can join the meeting either in physical presence at 108, Airport Road, 4th Floor, Tejgaon, Dhaka-1215 or remote attendance option in the meeting through the link: <https://savar-ref41.bdvirtualagm.com>. The Shareholders will be able to submit their questions/comments and vote electronically 48 (Forty-eight) hours before commencement of the AGM and also during the AGM. For logging into the system, the Shareholders need to put their 16-digit Beneficial Owner (BO) ID or 5-digit Folio Number and other credential as proof by visiting the said link.
- v. We encourage the Shareholders to login into the system prior to the meeting. Please allow ample time to login and establish your connectivity. For any IT related guidance, Shareholders may contact vide email: savar.ref@gmail.com.