



INDO-BANGLA PHARMACEUTICALS LIMITED

Bashundhara R/A, Baridhara, Dhaka-1229.

NOTICE OF THE 6TH ANNUAL GENERAL MEETING

Notice is hereby given that the 6th ANNUAL GENERAL MEETING of the Members of Indo-Bangla Pharmaceuticals Ltd., will be held on **Thursday, 24th December, 2020 at 11:00 a.m.** under virtual platform through the link <http://ibp2020.digitalagmbd.net> to transact the following business:

AGENDA

- Agenda-1: To receive, consider and adopt the Audited Financial Statements for the year ended 30th June, 2020 together with the Report of the Directors' and Auditors' thereon.
- Agenda-2: To declare dividend for the year ended 30th June, 2020.
- Agenda-3: To elect Directors in terms of the relevant provisions of Articles of Association.
- Agenda-4: To appoint Statutory Auditors for the year 2020-2021 and to fix their remuneration.
- Agenda-5: To appoint Compliance Auditors for the year 2020-2021 and to fix their remuneration.
- Agenda-6: To approve appointment of the Independent Director.
- Agenda-7: To transact any other business with the permission of the Chair.

By order of the Board

December 09, 2020

(Mohi Uddin QCS)
Company Secretary.

Notes:

- I. The Record Date of the Company was Monday, 23 November, 2020.
- II. The Annual Report 2019-2020 and Form of Proxy will be available in the company' website: www.indo-banglapharma.com
- III. As per the Bangladesh Securities and Exchange Commission's Order No. SEC/SRMIC/94-25 dated 8 July, 2020, the Annual General Meeting will be conducted virtually by digital platform.
- IV. The link for the virtual AGM and detailed procedures to attend the meeting will be communicated to the shareholder's email ID in due course and it will also be available on Company's website: www.indo-banglapharma.com.
- V. The members are able to submit their question(s)/comment(s) and vote electronically 24 hours before commencement of the AGM and during the AGM.
- VI. The Form of Proxy (scanned copy), duly stamped must be sent through email to the Indo-Bangla Pharmaceuticals Ltd., at info@indo-banglapharma.com not later than 72 hours before the meeting.
- VII. Pursuant to Bangladesh Securities and Exchange Commission's Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 Dated: 20 June 2018, the Annual report 2019-2020 of the Company shall be sent to the respective e-mail address of the shareholders mentioned in their Beneficiary Owners (BO) Accounts with the depository. In case of non-receipt of Annual Report 2019-2020 of the Company through e-mail shareholders may collect the same from the Corporate Office of the Company by submitting written request beforehand.