



Bashundhara Paper Mills Ltd.

Registered office: Plot-125/A, Road-2, Block-A, Bashundhara R/A, Dhaka-1229

NOTICE OF THE 30th ANNUAL GENERAL MEETING

(Virtual Meeting through Digital Platform)

Notice is hereby given that the 30th Annual General Meeting of the Members of Bashundhara Paper Mills Limited will be held on Wednesday, 20th December, 2023 at 11:00 AM (local time) by using Digital Platform through the link- <https://bpml30.digitalagmbd.net> to transact the following business:

Agendas:

1. To receive, consider and adopt the Directors' Report, the Auditors' Report and the Audited Financial Statements of the Company for the Financial Year ended on 30 June 2023;
2. To declare and approval of Dividend for the Financial Year ended on 30 June 2023;
3. To elect the Directors of the Company;
4. To approve the appointment of Independent Director;
5. To appoint Statutory Auditors for the Financial Year 2023-2024 and to fix their remuneration;
6. To appoint Compliance Auditors for the Financial Year 2023-2024 and to fix their remuneration.

By Order of the Board of Directors

Sd/-

Date: 16 November, 2023

M. Mazedul Islam
Company Secretary

Special Notes:

- i. The "Record Date" of the Company has been fixed on **21/11/2023**. Members whose names appeared in the Company's Member Register (depository) at the close of business on the Record Date be entitled to attend/join in the Annual General Meeting and entitled to receive the dividends;
- ii. The 30th AGM of the Company would be conducted through "Digital Platform" in accordance the Order No. SEC/ SRMIC/04-231/25 dated 8 July 2020 of Bangladesh Securities and Exchange Commission (BSEC);
- iii. The details Login process for the meeting though the mentioned link will be available in the Company's website **www.bashundharapapermills.com** and the link will be E-mailed to the respective Member's address which is available with the registers on the record date. The members shall be able to Login with the link 24 hours before the time fixed for the Meeting for expressing their valuable comments. Please visit the website for technical assistance (if any) in accessing the virtual meeting;
- iv. Any member entitled to attend and vote at the AGM may appoint a proxy on his/her behalf provided that such proxy must be a member of the company. The Proxy Form (attached with the Annual Report-2023) must be affixed with revenue stamp of BDT 100/- and must be sent through at the E-mail to **cs.bpml@bgc-bd.com** not later than 72 hours before the time fixed for the Meeting;
- v. Members are requested to notify the changes of their bank accounts and addresses including E-mail addresses through their respective Depository Participants (DP) well in time and all communicational information shall be accepted through verified by the CDBL as on Record date.
- vi. The soft copy of the Annual Report-2023 of the Company will be sent to the E-mail addresses of the Members available in their BO accounts maintained with the CDBL as per BSEC Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated 20 June 2018. The Annual Report-2023 will also be available in the website **www.bashundharapapermills.com** of the Company.