



# Bashundhara Paper Mills Ltd.

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

## NOTICE OF THE 31<sup>st</sup> ANNUAL GENERAL MEETING

(Digital Platform)

Notice is hereby given that the 31<sup>st</sup> Annual General Meeting of the Members of Bashundhara Paper Mills Limited will be held on **Tuesday, 24 December 2024 at 11:00 AM (local time)** by using Digital Platform through the link- <https://bpml31.digitalagmbd.net> to transact the following business:

### Ordinary Business:

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 2024;
2. To declare and approval of Dividend for the Financial Year ended on 30 June 2024;
3. To elect the Directors of the Company;
4. To appoint Statutory Auditors for the Financial Year 2024-2025 and to fix their remunerations;
5. To appoint Corporate Governance Compliance Auditors for the Financial Year 2024-2025 and to fix their remunerations.

### Special Business

1. To change the registered name of the Company including related clauses of the Memorandum and Article of Associations of the Company.

If the agenda deem fit to considered and approved, the following "Special Resolution" is proposed to be passed.

#### Resolved that-

"In accordance with the Companies Act 1994 (amended in 2020) the change of registered name of the Company to "Bashundhara Paper Mills PLC" from Bashundhara Paper Mills Limited and due to effect of name change, the necessary amendment of related Clauses of the Memorandum and Article of Associations of the Company be and are hereby approved."

By Order of the Board of Directors  
Sd/-

**M. Mazedul Islam**  
Company Secretary

Date: 27 November 2024

### Special Notes:

- i. The "Record Date" of the Company has been fixed on **Wednesday, 20 November 2024**. Members whose names appeared in the Company's Member Register (depository) at the close of business on the Record Date are entitled to attend/join the Annual General Meeting and entitled to receive the dividends;
- ii. The 31<sup>st</sup> 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 log-in process for the meeting though the mentioned link will be available in the Company's website: [www.bashundharapapermills.com](http://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 will be able to log-in 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-2024) must be affixed with revenue stamp of BDT 100/- and must be sent through at the email to [cs.bpml@bgc-bd.com](mailto: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, ETIN and addresses including e-mail addresses through their respective Depository Participants (DP) well in time and all communicational information will be accepted through verified by CDBL as on Record Date;
- vi. The digital copy of the Annual Report-2024 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-2024 will also be available on the website [www.bashundharapapermills.com](http://www.bashundharapapermills.com) of the Company.