



MEGHNA PETROLEUM LIMITED

(A subsidiary of Bangladesh Petroleum Corporation)

58, Agrabad Commercial Area, Chattogram.

NOTICE OF THE 42 ANNUAL GENERAL MEETING

Notice is hereby given that the 42 Annual General Meeting of the Company will be held on 21 Falgun 1427, 06 March 2021, Saturday at 11:00 am under Digital Platform through the link <http://meghnapetroleum.digitalagmbd.net> for the purpose of transacting the following business:

Agenda :

1. To confirm the minutes of the 41 Annual General Meeting held on 20 Poush 1426, 04 January 2020;
2. To receive and adopt the Audited Accounts of the Company for the year ended 30 June, 2020 and the Directors Report thereon;
3. To approve the declaration of Dividend for the year ended 30 June 2020;
4. a) Re-elect Directors of the company in the vacancies caused by one-third Board of Directors retirement as per Articles 140, 141, 142 & 143 of the Articles of Association of the Company and re-appointment of Managing Director (Contractual) as per Clause 110 of the Companies Act 1994;
b) To elect Shareholder Director as per Article 129 of the Articles of Association of the Company;
5. To approve appointment of Independent Directors as per Corporate Governance Code of BSEC;
6. a) To appoint Joint Auditors for the year 2020-2021 and fix their remuneration;
b) To appoint a Chartered Accountant/Cost & Management Accountant/Chartered Secretary to report and certification on the Corporate Governance Code for the year 2020-2021 and fix remuneration.
7. To transact any other discussion with the permission of the Chair;

By order of the Board

(REZA MD. RIAZUDDIN)
Company Secretary

28 Magh, 1427
11 February, 2021

Notes :

1. **21 January, 2021 is the RECORD DATE.** Shareholders whose name will appear in the share register of the company or in the depository register on that date will be eligible to participate in the AGM and receive dividend as approved.
2. The Board of Directors has recommended for Cash Dividend of **Tk. 15.00 (i.e. 150%)** per 10.00 Taka share for the year ended 30 June 2020.
3. A shareholder is entitled to participate in the Annual General Meeting or may appoint a proxy to participate on his/her behalf. Proxy Form to be duly signed and stamped (Tk.20/-) must be received at the Company's Registered Office, 58 Agrabad C/A, Chattogram not later than **SEVENTY TWO HOURS** before the meeting.
4. Annual report, Attendance Slip and Proxy Form along with the notice will be sent to the shareholders through e-mail whose address is available in CDBL Data. The Shareholders may download the Annual Report or Attendance Slip or Proxy Form from the company's website (www.mpl.gov.bd).
5. **No gift or benefit in cash or kind shall be paid to the shareholders as per BSEC notification no. SEC/SRMI/2000-953/1950 dated 24 October, 2000 for participating in the AGM of the Company.**