



# MEGHNA PETROLEUM LIMITED

(A subsidiary of Bangladesh Petroleum Corporation)

58, Agrabad Commercial Area, Chattogram.

## NOTICE OF THE 45<sup>th</sup> ANNUAL GENERAL MEETING

Notice is hereby given that the 45<sup>th</sup> Annual General Meeting of the Company will be held on 27 Magh 1430, 10 February 2024, Saturday at 11:00 am under Digital Platform through the link <https://meghnapetroleum.digitalagmbd.net> for the purpose of transacting the following business:

### Agenda :

1. To confirm the minutes of the 44<sup>th</sup> Annual General Meeting held on 18 Poush 1429, 02 January 2023;
2. To receive and adopt the Directors' Report and Auditor's Report & the Audited Financial Statements of the Company for the year ended 30 June, 2023;
3. To approve the declared Dividend for the year ended 30 June 2023;
4. To Re-elect Directors of the company in the vacancies caused by retirement of one-third Board of Directors and refix the remuneration of the Chairman and Directors for attending each Board Meeting;
5. To elect Shareholder Director as per Article 129 of the Articles of Association of the Company;
6. To approve appointment of the Independent Director as per Corporate Governance Code of BSEC;
7. To appoint Joint Auditors for the year 2023-2024 and fix their remuneration;
8. To appoint a Chartered Accountant/Cost & Management Accountant/Chartered Secretary to report and certification on the Corporate Governance Code for the year 2023-2024 and fix the remuneration.
9. To transact any other discussion with the permission of the Chair.

**By order of the Board**

Sd/-

**(REZA MD. RIAZUDDIN)**

Company Secretary

02 Magh, 1430  
16 January, 2024

### **Notes :**

1. **11 December, 2023** is the RECORD DATE. Shareholders whose names are appearing 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. 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.
3. The Hon'ble Shareholders will be able to submit their questions/comments and vote from 72 hours before commencement of the AGM and during the AGM. For login in to the system, the Hon'ble shareholders need to put their 16-digit beneficial owner (BO) ID number and their share number(s) by visiting the link <https://meghnapetroleum.digitalagmbd.net>
4. Annual report, Attendance Slip and Proxy Form along with the notice will be sent to the shareholders through e-mail whose address are 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](http://www.mpl.gov.bd)).