

Notice of the 21st Annual General Meeting

Notice is hereby given that the 21st Annual General Meeting (AGM) of the Shareholders of Premier Cement Mills PLC. will be held using digital platform (in accordance with BSEC Order, SEC/SRMIC/94-231/25 dated 8 July 2020) on Thursday, the December 28, 2023 at 11:00 A.M. to transact the following businesses:

Agendas

1. Report and Accounts

To receive, consider and adopt the Audited Financial Statements of the Company for the year ended June 30, 2023, the Directors' Report and Auditors' Reports thereon.

2. Dividend Declaration

To approve cash Dividend for the year ended June 30, 2023 as recommended by the Board of Directors.

3. Re-election of Directors

To elect Directors in accordance with the provisions of Articles of Association of the Company.

4. Re-appointment of an Independent Director

Re-appointment of an Independent Director of the company.

5. Appointment of Statutory Auditor

To appoint statutory Auditor for the year ended June 30, 2024 and to fix their remuneration.

6. Appointment of Corporate Governance Compliance Auditor

To appoint Corporate Governance Compliance Auditor for the year ended June 30, 2024 and to fix their remuneration.

7. Any other Agenda with the permission of the chair.

By order of the Board

Sd/-

Kazi Md. Shafiqur Rahman
Company Secretary

Place: Dhaka

Date: December 06, 2023

Notes:

- Shareholders, whose names appear on the members/Depository Register on the Record Date i.e. on November 16, 2023, shall be eligible to attend the 21th AGM of the Company and to receive the Dividend.
- The detailed login process and link of the online live portal to attend the meeting will be communicated to the shareholders in due course. Therefore, the shareholders are requested to update their Bank Account, Contact number, E-mail Address, E-TIN number etc. through their respective Depository Participant (DP) before record date.
- A member eligible to attend and vote at the 21st Annual General Meeting (AGM) may appoint a proxy on his/her stead. The proxy form attached with the last page of Annual Report 2022-23, duly filed in, signed and stamped, must be sent to the corporate.affairs@premiercement.com not later than 48 hours before the time fixed for the meeting.
- Shareholders are requested to send their queries and comments on the Directors' Report and the Audited Financial Statements for the year ended 30 June 2023 to corporate.affairs@premiercement.com at least 3 (three) days before the day of Annual General Meeting.
- The soft copy of the Annual Report for the year ended on June 30, 2023 will be sent to the shareholders' respective e-mail address. However, interested shareholders may collect hard copy of the Annual Report-2022-23 from the Company's corporate office by submitting a written request. The soft copy of Annual Report is available in the Company's website at www.premiercement.com
- The concerned brokerage houses & merchant bankers are requested to provide us with a statement with the details (shareholders name, BO ID number, e-TIN number, gross dividend receivable, applicable tax rate and net dividend receivable) of their margin loan holders who hold shares of the Company as on the Record Date, along with the name of the contact person in this connection. The brokerage houses & merchant bankers are also requested to provide us with their Bank Account Name, Number, Routing number etc. on or before January 10, 2024.
- The concerned trustee board of approved Mutual fund or pension fund or gratuity fund or recognize provided fund or workers participation fund are requested to provide us updated tax exempted certificate on or before January 10, 2024.

Special Notes:

No special benefit, refreshment or gift in cash shall be given to the shareholders for attending the 21st Annual General Meeting as per Bangladesh Securities and Exchange Commission's circular no. SEC/CMRRD/2009-193/154 dated October 24, 2013.