



SAFKO SPINNING MILLS LTD.

House # 10, Road # 01, Block # B, Niketon, Gulshan, Dhaka-1212.
Regd. Office: Noyapara, P.O. Saiham Nagar, P.S. Madhabpur, Dist. Habiganj-3333

Notice of 29th Annual General Meeting

Notice is hereby given that the 29th Annual General Meeting of Safko Spinning Mills Ltd. will be held on December 30, 2023 Saturday at 3:00 P.M. by using Digital Platform through the link <https://safko.bdvirtualagm.com> in accordance with the Bangladesh Securities and Exchange Commission (BSEC) order SEC/SRMIC/94-231/91 dated March 31, 2021 to transact the following business.

AGENDA :

1. To receive, consider and adopt the Audited Statements of the Company for the year ended June 30, 2023 together with the Reports of the Directors' thereon.
2. To elect/re-elect Directors.
3. To appoint Statutory Auditors and to fix their remuneration for financial year 2023-2024.
4. To appoint Corporate Governance Compliance Auditors and fix their remuneration for financial year 2023-2024.
5. To transact any other business with the permission of the Chairman.

Date: October 29, 2023

By order of the Board
Iftexhar Ahmed
Company Secretary

Notes:-

1. The shareholder's whose name will appear in the Depository Register of CDBL as on Record Date November 23, 2023 will be entitled to attend and vote at the AGM through Digital Platform.
2. A member entitled to attend /participate and vote in the Annual General Meeting, may appoint a proxy in his stead. of the proxy form, duly stamped must be submitted to the Company's Corporate office at least 48 hours before the meeting.
3. Pursuant to the BSEC Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated June 20, 2018, soft copy of Annual Report (2020-2021) will be sent to the Member's respective email addresses which is available with us. The Annual Report (2022-2023) will be available in the Company's website www.saiham-safko.com
4. AGM Notice, link for joining in the Digital Platform (audio-visual meeting) and detail login process will be mailed to the respective Member's email address available with us.
5. Member's whose email address updated/changed subsequently, are requested to email us at safko.saiham@gmail.com referring their full name, BO ID and email address to get the digital platform meeting invitation.
6. The shareholders will join the Virtual AGM to SSML through the link <https://safko.bdvirtualagm.com> prior of 24 hours of the meeting. The shareholders will be able to complete registration, comment and vote before commencement of the AGM and during the AGM.
7. Full login/participation process to the digital platform meeting will also be available in the Company's website www.saiham-safko.com.