

NAVANA CNG LIMITED

125/A, Motijheel C/A, Dhaka, Bangladesh

Notice of the 13th annual general meeting

Notice is hereby given that the 13th Annual General Meeting (AGM) of the shareholders of the Company shall be held on 11 December 2017 at 11:30 AM at International Convention City Bashundhara, [PUSHPOGUSCHO, Hall-02], Kuril Bishwa Road, Purbachal Express Highway, Dhaka to transact the following businesses: -

A. Ordinary Business:

- 1. To receive, consider and adopt the audited financial statements for the year ended 30 June 2017 together with auditors' and directors' reports thereon.
- 2. To declare dividend.
- To re-elect directors.
- 4. To appoint auditors and fix their remuneration.

B. Special Business:

Item - 1:

To approve transfer of assets and liabilities of LPG Unit of Navana CNG Limited to its subsidiary Navana LPG Limited.

Item – 2 :

To consider inclusion of new sub-clauses in the objective clause of the Memorandum of Association of the Company; subject to confirmation by the Hon'ble High Court Division of the Supreme Court of Bangladesh. The following new sub-clauses numbered as "26(a)", "26(b)", "26(c)" and "26(d)" be and are hereby inserted after the existing sub-clause number "26" of the object clause of the Memorandum of Association of the Company:

- "26(a) To mortgage and/or to create charge on the property(s) and assets of the Company as security for loan(s) and/or any credit facility(s) to be given to the Company and/or to any associate Company(s) and/or sister concern(s) and/or third party(s) and also to stand surety and to give guarantee securing liability(s) of such associate Company(s) and/or sister concern(s) and/or third party(s).
- 26(b) To issue corporate guarantee and/or other security to any third party on behalf of any of its associate Company(s) and/or sister concern(s) for the performance of any contract and/or obligation of the company in relation to the payment of any loan, debenture, stock, bonds, obligation on securities issued by or in favor of the company, and to guarantee the payment of return of such investment or of any dividend on any shares of the company and/or also to issue corporate guarantee to any third party so that the third party may obtain loan from the financial institutions.

- 26(c) To enter into any joint venture, collaboration, amalgamation, partnership or arrangements in the nature of joint venture, partnership or other agreement of like nature with any person or persons, firm or company in Bangladesh and / or foreign countries engaged or interested in or about, become incase or interested in the carrying on or conduct of the business of the company.
- 26(d) To furnish guarantee for any sister concern(s), associate company(s) and/or third party(s) and to mortgage the property or assets of the Company to secure loan to be given to any such third party(s), sister concern(s) and/or associate company(s).
- C. Any other business with the permission of the Chair:

By order of the Board

Sd/-(Tareq Enamur Rahim) Company Secretary

Dated: Dhaka 19 October 2017

Notes:

- a) The shareholders whose names will appear in the Share Register of the Company and/or Depository Register of CDBL as on record date, i.e. 13 November 2017 will be entitled to attend the AGM and receive dividend.
- b) Attendance to the AGM will be on production of the Attendance Slip.
- c) The Proxy Form affixed with requisite revenue stamp of Tk.20/- must be deposited at the Company's Registered Office at least 48 hours prior to the AGM.
- d) Shareholders are requested to update their respective BO ID with 12 Digit Taxpayer's Identification Number (e-TIN) and address through Depository Participant (DP) by 13 November 2017 (Record Date) failing which Income Tax at source will be deducted from cash dividend @ 15% instead of 10%.
- e) The Annual Report-2017 alongwith Attendance Slip and the Proxy Form will be also available in the Company's website www.navanacng.com.
- f) The Notice of the 13th AGM of the Company alongwith new sub-clauses for inclusion in the Memorandum of Association of the Company also be available in the Company's website www.navanacng.com

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