



NAVANA CNG LIMITED

125/A, Motijheel C/A, Dhaka-1000

Notice of the 16th Annual General Meeting (AGM)

Notice is hereby given that the 16th Annual General Meeting of the Shareholders of Navana CNG Limited will be held on Tuesday, 29 December 2020 at 12:00 noon under Digital Platform pursuant to the BSEC's Order No. SEC/SRMIC/94-231/25 dated July 8, 2020 to transact the following business:

1. To receive, consider and adopt the Audited Financial Statements for the year ended 30 June 2020 together with Auditors' Reports and Directors' Reports thereon.
2. To declare dividend for the year ended 30 June 2020.
3. To re-elect Directors.
4. To appoint External Auditors of the Company for the year ended 30 June 2021 and fix their remuneration.
5. To appoint Corporate Governance Compliance Auditors of the Company for the year ended 30 June 2021 and fix their remuneration.
6. Any other business with the permission of the Chair.

By Order of the Board
Sd/-

Dated: Dhaka
24 October 2020

(Md. Abdur Rahman)
Company Secretary

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. 18 November 2020 will be entitled to attend the AGM and receive dividend.
- b. Attendance to the AGM through log in confirmation under Digital Platform of AGM. Link will be sent through SMS and email to the respective Shareholders'.
- c. The Proxy Form affixed with requisite revenue stamp of Tk. 20/- must be deposited at the Registered Office of the Company at least 48 hours prior to the AGM.
- d. The Annual Report 2020 of Navana CNG Limited will be sent to the respective Shareholders' email IDs available with CDBL on Record Date.
- e. The copy of Annual Report 2020 will be available in the Company's website www.navanacng.com.