

BD Thai Food & Beverage Ltd.

BTA Tower (3rd Floor), 29 Kemal Ataturk Avenue, Road-17, Banani C/A, Dhaka-1213

Notice of the 13th Annual General Meeting

Notice is hereby given to all the Members of **BD Thai Food & Beverage Ltd.** that the **13th Annual General Meeting (AGM)** of the members of the Company will be held on **Sunday, 24 December 2023** at **3:30 pm** by using **digital platform** through the link <https://bdthaifood.bdvirtualagm.com> to transact the following businesses and to adopt necessary resolutions:

Ordinary Agenda:

1. To receive, consider and adopt the Audited Financial Statements for the year ended on 30 June 2023 together with Directors' Report and Auditors' Report thereon.
2. To declare the dividend for the year ended on 30 June 2023 as recommended by the Board of Directors.
3. To elect/re-elect Directors of the Company.
4. To appoint/ reappoint Statutory Auditor of the Company for the year ended on 30 June 2024 and fix their remuneration.
5. To appoint Corporate Governance Compliance Auditor (s) for the year ended on 30 June 2024 and fix their remuneration.

Dhaka, Bangladesh
28 November 2023

By order of the Board of Directors


(Md. Habibur Rahman)
Company Secretary

Notes:

- The Board of Directors recommended No Dividend for the year ended on 30 June 2023.
- The 'Record Date' in lieu of Book Closure was Monday, 20 November 2023. The Shareholders whose names appeared in the Members Register of the Company under CDS on Record Date (20 November 2023) will be eligible to attend the 13th AGM.
- A member entitled to attend and vote at the AGM may appoint a proxy to attend the meeting and take part in the proceedings thereof on his/her behalf. The scanned copy of "Proxy Form" duly signed and affixed with BDT 100 revenue stamp must be sent through email to Company's Share Department at info@btfb.com deposited at the Office of the Bank no later than 72 hours before commencement of the AGM.
- Pursuant to Bangladesh Securities & Exchange Commission (BSEC) Order No. SEC/SRMIC/94-231/91 dated March 31, 2021, the 13th AGM of the Company will be conducted Digital Platform with live streaming through the link: <https://bdthaifood.bdvirtualagm.com>.
- The Shareholders will join the Virtual AGM through the link: <https://bdthaifood.bdvirtualagm.com>. The Shareholders will be able to submit their questions/ comments and vote electronically 48 (Forty Eight) hour before commencement of the AGM and also during the AGM. For logging into the system, the Shareholders need to put their 16-digit Beneficial Owner (BO) ID or 5-digit Folio Number as proof by visiting the said link.
- Pursuant to the BSEC Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated June 20, 2018, soft copies of the Annual Report 2023 along with the Proxy Form and Notice of the AGM will be sent to the Members' respective email address available as per CDBL record. The Annual Report will be available in the Company's website at: www.btfb.com.
- As per Bangladesh Securities and Exchange Commission's Circular No. SEC/CMRRCD/2009-193/154 dated October 24, 2013, "no benefit in cash or kind, other than in the form of Dividend (i.e. No Food/Box/Gift Coupon etc.)" to be distributed at the AGM.