



# Silva Pharmaceuticals Limited

সিলভা ফার্মাসিউটিক্যালস লিমিটেড

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## Notice of the 22<sup>nd</sup> Annual General Meeting

Notice is hereby given that the 22<sup>nd</sup> Annual General Meeting (AGM) of the shareholders of Silva Pharmaceuticals Limited will be held on **Thursday, 28 December, 2023 at 11.30 A.M.** The AGM will be held virtually by using digital (Virtual) platform pursuant to the BSEC's Directive BSEC/SMRRCD/2009-193/08 dated March 10, 2021 through the link <https://silvaphlagm2023.digitalagmbd.net> to transact the following businesses:

### AGEND

1. To receive, consider and adopt the Audited Financial Statements of the company for the year ended 30 June, 2023 together with the Auditors' Report and Directors' Report thereon;
2. To approve proposed dividend for the financial year ended 30 June, 2023 as recommended by the Board;
3. To elect/re-elect Directors who will retire by rotation as per the relevant provisions of Articles of Association;
4. To approve the appointment of the Independent Director;
5. To appoint Statutory Auditors' for the financial year 2023-2024 and to fix-up their remuneration;
6. To appoint Compliance Auditors for the financial year 2023-2024 and to fix-up their remuneration;
7. To approve the time extension for utilization of IPO Proceeds.

By Order of the Board,

(Md. Iqbal Hossain)

Company Secretary

Dated: 26 November, 2023

### Notes:

- i. The Shareholders, whose names will appear in the Share Register of the Company or Depository Register (CDBL) on the "Record Date" i.e. **Sunday, 03 December 2023** respectively are eligible to attend/participate and vote in the Annual General Meeting (AGM) through digital platform and entitled to the dividend.
- ii. A Members entitled to attend and vote in the Annual General Meeting, may appoint a proxy to attend and vote on his/her stead. The proxy Form must be affixed with requisite revenue stamp of Tk. 20.00 and be sent through email to Silva Pharmaceuticals Limited's Registered Office at [share@silvapharma.com](mailto:share@silvapharma.com) at least 48 hours before the schedule time of the meeting.
- iii. Pursuant to the BSEC Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated June 20, 2018 soft copy of the Annual Report 2022-2023 will be sent to the Shareholder's respective e-mail addresses as available with us. The Annual Report 2022-2023 will also be available in the company's website at [www.silvapharma.com](http://www.silvapharma.com). AGM joining procedure will be notified later through e-mail/SMS/website of the company in due course.
- iv. The Members will be able to submit their questions/comments through virtual link/e-mail [share@silvapharma.com](mailto:share@silvapharma.com) 24 hours before commencement of the AGM and during the AGM. For logging into the system, the members need to put their 16-digit Beneficiary Owner (BO) ID/Folio number and other credentials as proof of their identity by visiting the link <https://silvaphlagm2023.digitalagmbd.net>.
- v. Shareholders are requested to login to the system prior to starting of the meeting at 11.30 a.m. on Thursday, 28 December 2023. The webcast will start at 11.15 AM. Please contact at 01812781390 for any queries in accessing the virtual meeting.
- vi. The Members are requested to update their respective BO Accounts with 12 Digit e-TIN, Bank Account, Mailing Address and Contact Number through their respective Depository Participant (DP).
- vii. The concerned Brokerage Houses/DP's are requested to provide us a statement with the details (Shareholders' Names, BO ID Numbers, Client-wise shareholding position, Gross Dividend Receivables, applicable tax rate and Net Dividend Receivables) of their Margin Loan Holders who hold Company's share, as on the 'Record Date' along with the name of the Contact Person in this connection, to the Company's Share Office on or before 20 December, 2023. The Merchant Banks and Depository Participants (DP) are also requested to provide us with their Bank Names, Account Numbers and Routing Numbers etc.
- viii. The concerned trusty board of approved superannuation fund or pension fund or gratuity fund or recognize provided fund or workers participation fund are requested to provide us update tax rebate certificate on or before 20 December, 2023.

**N.B.:** In compliance with the Bangladesh Securities and Exchange Commission's circular no. SEC/CMRRCD/2009-193/154 dated October 24, 2013 and The Listing Regulations of Stock Exchanges, no gift/gift coupon/food box/benefit in cash or in kind shall be distributed/paid to the shareholders for attending the ensuing 22<sup>nd</sup> Annual General Meeting.