



Zaheen SPINNING LTD.
zaheenspinningltd.com

Corporate Office:

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NOTICE OF 15TH ANNUAL GENERAL MEETING (VIRTUAL)

Notice is hereby given that the 15th Annual General Meeting of **Zaheen Spinning Limited** will be held virtually by using **Digital Platform** through the link: <https://zaheenspinning.bdvirtualagm.com> on **Monday, 26th day of December, 2022, 9.00 a.m.** to transact the following businesses:

AGENDA

1. To receive, consider and adopt the Director's Report, Audited Financial Statements along with Auditors Report thereon for the year ended on 30th June 2022.
2. To approve the dividend for the year ended on 30th June, 2022.
3. To elect/ reelect Directors.
4. To approve the appointment and reappointment of Independent Directors.
5. To appoint Statutory Auditors of the Company for the year 2022-2023 and fix their remuneration.
6. To appoint Corporate Governance Code Auditors of the Company for the year 2022-2023 and fix their remuneration.
7. To transact any other business with the permission of the chair.

By Order of the Board of Directors

Md. Mohin Uddin
Company Secretary

Date: November 01, 2022

Notes:

1. The Board of Directors did not recommend any dividend for the year ended on 30th June 2022.
2. Record Date: Thursday, November 24, 2022.
3. The Shareholders whose name will appear in the Share Register/ Depository Registrar on the Record Date will be eligible to attend the meeting.
4. Pursuant to the Bangladesh Securities and Exchange Commission's Order No. SEC/SRMRC/94-231/91 dated 31 March 2021, the AGM will be held virtually by using the digital Platform. The detailed procedures to attend the meeting will be communicated along with the Annual Report 2021-2022, to all concerned, in due course by email. Soft copy of the Annual Report will also be available in the company's website at: www.zaheenspinningltd.com
5. Any member eligible to attend and vote at the Annual General Meeting of the Company may appoint a proxy to attend and vote on his/her behalf. The proxy form duly stamped with a revenue stamps of Tk. 20/- and signed by the member must be submitted at the Share Department at House # 59/A, Road # 12/A, (6th & 7th Floor), Dhanmondi, Dhaka-1209, not less than 72 hours before the time fixed for the meeting.
6. Shareholders will be able to join the Virtual AGM through the link : <https://zaheenspinning.bdvirtualagm.com>
7. The shareholders will be able to submit their questions, comments through e-mail: info@zaheenspinningltd.com 24 hours before commencement of the AGM and during the AGM.
8. For logging into the system, the shareholders need to put their 16 digit Beneficiary Owner (BO) ID number and other credentials as proof of their identity by using the link : <https://zaheenspinning.bdvirtualagm.com>