



NOTICE OF THE 26th ANNUAL GENERAL MEETING

Notice is hereby given that the 26th Annual General Meeting of the Shareholders of Achia Sea Foods Limited will be held on **26th December 2022, Monday 12.00 PM** at the Digital Platform the following link: <https://achiasf26.digitalagmbd.net> (registered office of the company 50/7 Shipyard Road, Labanchara, Khulna, Bangladesh) to transact the following businesses:

AGENDA

1. To receive and adopt the Directors Report and Audited Financial Statement of the company for the year ended 30 June 2022 together with Auditors' Report thereon;
2. To declare dividend for the year ended 30 June 2022;
3. To elect / re-elect Directors;
4. To appoint of the Statutory Auditor for the year ended 30 June 2023 and to fix up their remuneration;
5. To transact any other business with the permission of the chair.

Therefore all the shareholders are requested to attend the meeting on time.

By order of the Board,


(Md Elias)
Company Secretary

Khulna, Bangladesh
Date: 5th December, 2022

NOTES:

- I. The Record date was on 30th November 2022. The Shareholders whose names appear in the Share Register of the Company and/or Depository Register of CDBL as on record date i.e. on 30th November 2022 would be entitled to attend at the 26th AGM.
- II. The 26th AGM of the Company will be conducted via live webcast through Digital Platform in line with the Order No. SEC/SRMIC/94/231/25, dated 8 July 2020 of Bangladesh Securities and Exchange Commission (BSEC).
- III. The members will be able to submit their questions/comments, and vote electronically 24 hours before commencement of the AGM and during the AGM. For logging into the system, the members need to enter their 16-digit Beneficial Owner (BO) ID number/ Folio Number and other credentials as proof of their identity by visiting the link <https://achiasf26.digitalagmbd.net>
- IV. A Member eligible to attend at the annual General meeting may appoint a proxy to attend on his/her behalf. The "Proxy Form" must be affixed with requisite Revenue Stamp and submitted it at the Registered Office of the Company not later than 48 hours before the time fixed for the Meeting;
- V. Pursuant to the BSEC Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated June 20, 2018 the Company will send the Annual Report 2022 in soft format to the respective e-mail of the shareholders available in their BO account maintained with the Depository Participant (DP). However, interested shareholders may collect hard copy of the Annual Report 2022 from the Company's share department, by submitting a written request. The soft copy of the Annual Report 2022 will also be available in the Company's website at <https://www.achia-seafoods.com>
- VI. Details login process for the meeting will be available at company's website <https://www.achia-seafoods.com> and the link will be e-mailed to the respective member's e-mail address and by SMS available with the Registers.