

Notice of the 1st Extra-ordinary General Meeting (Hybrid System)

Notice is hereby given that the 1st Extra-ordinary General Meeting (EGM) of Sena Kalyan Insurance Company Limited will be held on **Monday, 15 July 2024, at 11:00 A.M.** (Dhaka Time) by using hybrid system: i.e. combination of physical presence (Meeting Venue: SKS Tower (10th Floor), 7 VIP Road, Mohakhali, Dhaka-1206) and by using digital platform (through the link <https://skicl-egm.bdvirtual.com>) (in compliance with BSEC directive no. BSEC/ CMRRCD/2009-193/08, dated 10 March 2021) to transact the following special business:

Special Business:

EGM 2024	01-01	:	<p>To change the registered name of the Company to 'Sena Insurance PLC' from 'Sena Kalyan Insurance Company Limited' and to amend the relevant clauses of the Memorandum of Association and the articles of Articles of Association of the Company by adopting the following special resolutions:</p> <p>"Resolved that the proposal for changing the registered name of the Company, 'Sena Kalyan Insurance Company Limited' with the proposed new name 'Sena Insurance PLC' be and is hereby approved, subject to the approval of the regulatory authorities."</p> <p>"Further Resolved that to effect the change in the registered name of the Company as 'Sena Insurance PLC', the alteration of the existing Name Clause of the Memorandum (Clause-I) and Article numbers 33 & 82 of the Articles of Association are also hereby approved."</p>
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By order of the Board



M. M. Sajedul Islam, FCS

Company Secretary

23 June 2024

Notes:

- The Shareholders, whose names appeared on the Shareholders/Depository Register of the Company as on the "Record Date" i.e. **30 May 2024**, will be entitled to attend/participate and vote in the 1st Extra-ordinary General Meeting (EGM) of the Company.
- The shareholders may join the virtual EGM through the link <https://skicl-egm.bdvirtual.com>, which will be conducted via live webcast by using digital platform. In order to login into the system, the shareholders need to put their 16-digit Beneficial Owner (BO) Number and other credentials as a proof of their identity. The shareholders will be able to submit their questions/comments electronically before 24(twenty-four) hours of commencement of the EGM through above link and also during the EGM. Link of the meeting and login details will be notified to the respective Member's email address or by SMS. Full login/ participation process for the Digital Platform meeting will also be available in the SKICL's website: www.senakalyanicl.com.
- The Attendance Slip, Proxy Form and the Notice of the EGM, will be forwarded to all the Members at their respective email address available with us as per CDBL record. The Members may also collect the Proxy Form from the Registered Office of the Company. These are also available in the website of the Company: www.senakalyanicl.com. A member entitled to attend and vote at the EGM may appoint a proxy to attend the meeting and take part in the proceedings thereof on his/her behalf. The "Proxy Form" duly signed and affixed with BDT 100 revenue stamp must be sent at least 48 hours before at the Registered Office of the Company before commencement of the EGM.
- The Corporate Shareholders need to send the authorization letter to join the meeting of the Company at least 48 hours before the commencement of the EGM.
- For physical attendance of the shareholders/Attorney/Proxy shall be recorded at the entrance of the venue. Attendance slip has to be submitted duly signed at the Registration counter. The signature must agree with the recorded one. The registration counters shall remain open from 10:00 A.M. to 11:00 A.M.
- 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 (i.e. No Food/Box/Gift Coupon etc.)" to be distributed at the EGM.**