



Shepherd Industries PLC

Corporate Office: House # 24, Road # 04, Sector # 04, Uttara, Dhaka-1230

NOTICE OF THE 23RD ANNUAL GENERAL MEETING

Notice is hereby given that the 23rd Annual General Meeting (AGM) to the shareholders of Shepherd Industries PLC will be held on **Monday, December 30, 2024 at 10.30 a.m.** (GMT+6) in Hybrid System, Venue at the DOHS Baridhara Convention Centre, Baridhara DOHS Parishad, DOHS Baridhara, Dhaka Cantonment, Dhaka-1206 along with the arrangement of digital platform (the link: <https://shepherd.bdvirtualagm.com>), in accordance with the Bangladesh Securities and Exchange Commission's Letter No. BSEC/ICAD/SRIC/2024/318/09; dated: 16 January 2024 to transact the following business.

AGENDA

01. To consider and adopt the Audited Financial Statements of the company for the year ended on June 30, 2024 together with the Reports of Directors and the Auditors thereon.
02. To declare Dividend for the year ended on June 30, 2024 as recommended by Board of Directors.
03. To Re-appointment of Statutory Auditor for the year 2024-2025 and fix their remuneration.
04. To Re-tire and Re-elect of the Directors.
05. To Re-appointment of Compliance Auditor for the year 2024-2025 and fix their remuneration.
06. To Re-appointment of Independent Director, Mr. Md. Delwar Hossain.
07. To transact any other business which may be placed before the meeting with the permission of the chair.

By order of the Board
Sd/-

Mohammad Maruf Bin Wali
Company Secretary

Dated: December 08, 2024

Notes:

01. The Record Date is **November 19, 2024**.
02. The shareholders whose name will appear in the Share Register of the Company and in the Depository Register on the record date will be eligible to attend the 23rd Annual General Meeting (AGM) and qualify for the dividend to be declared at the AGM.
03. A Shareholder eligible to attend and vote at the Annual General Meeting (AGM) or may appoint a proxy to attend and vote in his/her behalf (through Hybrid System) by filling Proxy Form. The Proxy Form must be affixed with requisite revenue stamp of Tk. 100/= and must be sent through email to the Share Department of the Company at share@shepherdbd.com/deposited at the Registered Office of the Company at least 48 hours before the time of holding the 23rd AGM.
04. The Corporate Shareholders need to send an authorization letter to the company secretary email: share@shepherdbd.com to join the AGM of the Company at least 48 hours before the commencement of the AGM.
05. Members are requested to notify change of address, if any, through their respective Depository Participants before the Record Date.
06. The Shareholders can join the meeting either in physical presence at the DOHS Baridhara Convention Centre, Baridhara DOHS Parishad, DOHS Baridhara, Dhaka Cantonment, Dhaka-1206 or remote attendance option in the meeting through the link: <https://shepherd.bdvirtualagm.com>. The Shareholders will be able to submit their questions/comments and vote electronically 48 (Forty-eight) hours 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 and other credential as proof by visiting the said link.
07. As per condition no. 9(1) & (2) of the BSEC/CMRRCD/2006-158/Admin/81 dated 20 June 2018, the soft copy of the Annual Report for the year ended on June 30, 2024 to be sent through the email address of the shareholders and also be available to the website www.shepherdbd.com of the company.
08. No gift/benefit in cash or kind shall be paid/offered to the shareholders as per BSEC circular no. SEC/CMRRCD/2009-193/154, Dated, 24 October 2013 for attending the AGM. (আসন্ন বার্ষিক সাধারণ সভায় কোন প্রকার উপহার/খাবার/কুপন প্রদানের ব্যবস্থা থাকবে না).