



MEGHNA PETROLEUM LIMITED

(A subsidiary of Bangladesh Petroleum Corporation)

58, Agrabad Commercial Area
Chittagong.

NOTICE OF THE 39th ANNUAL GENERAL MEETING

Notice is hereby given that the 39th Annual General Meeting of the Company will be held on 06 Magh 1424, 20 January 2018, Saturday at 11-30 am at “Chittagong Boat Club”, Ghat No. 11, East Patenga, Chittagong for the purpose of transacting the following business :

Agenda :

1. To confirm the minutes of the 38 Annual General Meeting held on 13 Falgun 1423, 25 February 2017;
2. To receive and adopt the Report of the Directors and the Audited Accounts of the Company for the year ended 30th June, 2017;
3. To approve the declaration of Dividend for the year ended 30th June 2017;
4. To elect or re-elect Directors of the company in the vacancies caused by one-third Board of Directors retirement as per Articles 129, 137, 140, 141, 142 & 143 of the Articles of Association of the Company;
5. To appoint Joint Auditors for the year 2017-2018 and fix their remuneration;
6. To transact any other business with the permission of the Chair;

By order of the Board

(AHMED SHAHIDUL HAQUE)
Company Secretary

28 Agrahayan, 1424
12 December, 2017

Notes :

1. **30 November, 2017 is the RECORD DATE.** Shareholders whose name will appear in the share register of the company or in the depository register on that date will be eligible to attend the AGM and receive dividend approved.
2. The Board of Directors have recommended for Cash Dividend of **Tk. 11.00 (i.e. 110%)** per 10.00 Taka share for the year ended 30th June 2017 to be considered in the AGM.
3. A Member entitled to attend the Annual General Meeting may appoint a proxy to attend on his/her behalf. In order to be effective, proxies duly signed and stamped must be received at the Company's Registered Office, 58-59, Agrabad C/A, Chittagong-4100 not later than **SEVENTY TWO HOURS** before the meeting.
4. Entrance in the meeting room will be strictly maintained on producing the attendance slip.
5. Annual report, attendance slip and proxy form along with the notice are being sent to the members by post or courier service. The Shareholder may also collect the annual report or proxy form from the registered office of the company and may download those from the company's website (www.mpl.gov.bd).
6. **No gift or benefit in cash or kind shall be paid to the shareholders in terms of Clause (c) of BSEC Notification No. SEC/SRMI/2000-953/1950 dated 24 October, 2000 for attending this AGM of the Company.**