BNO LUBRICANTS

Lub-rref (Bangladesh) Ltd.

(An ISO 9001:14001:2005 & OSHAS 18001:2007 Management System Certified Company)

Head Office Address B-6 (Part) 9-10 & 23-24, BSCIC Industrial Estate,Block-A,
P.O.-Custom Academy Sagarika Road, Chittagong -4219
Phone- +88-02-43151995, +88-02-43150035

Notice is hereby given that the 20th Annual General Meeting (AGM) of Lub-rref(Bangladesh) Limited will be held on Tuesday, 27 December 2022 at 12.00 PM By using the Digital Platform in accordance with the order of Bangladesh Securities and Exchange Commission (BSEC) vide No. SEC/SRMIC/94-231/91; dated: 31 March 2021 for the transaction of the following businesses:

Agenda 1. To receive, consider and adopt the Financial Statements of the Company for the year ended 30 June 2022, and the Reports of the Directors and the Auditors thereon.

Agenda 2. To approve the recommended and declared Dividend for the year ended 30 June 2022

Agenda 3. To reappointment Directors, and retire by rotation.

Agenda 4. To approve the re-appointment of Statutory Auditors for the year 2022-2023 and to fix their remuneration.

Agenda 5. To approve the appointment of a Corporate Governance Compliance Auditor for the year 2022-2023.

All the shareholders of the Company are requested to make it convenient for the meeting.

By order of the Board

(Md. Moshihor Rahman, FCS)
Company Secretary

Dated : Chattogram
3 December 2022

Notes :

(1) The 'Record Date' in lieu of Book Closer has ended on Sunday, 20 November 2022. The Shareholders whose names appear in the Member /Depository Register of the Company under the Central Depository System (CDS) on the Record Date will be entitled to attend the 20th Annual General Meeting and would be qualified to receive the Dividend.

(2) Pursuant to the Bangladesh Securities and Exchange Commission's (BSEC) Notification No. BSEC/CMRRRCD/2006-158/208/Admin/81; dated: 20 June 2018, a soft copy of the Annual Report 2021-2022 will be sent to the shareholder's respective email addresses as available to us and also be available in the Company's website at www.lub-rref.com

(3) Pursuant to the Bangladesh Securities and Exchange Commission's Directive vide No. SEC/SRMIC/94-231/191: Dated 31 March 2021, the AGM will be held virtually by using a Digital Platform and the necessary link for the Digital Meeting will be provided at the Company's website(www.lub-rref.com) and be sent to the email addresses of the respective registered shareholders.

(4) Link for joining the AGM through the Digital Platform is https://lrbdl20.digitalagmbd.net

Members can join the Virtual AGM by providing their respective names, 16 -digit Beneficial Owner (BO) Numbers, and other credentials as proof of their identity.

(5) A member eligible to attend and vote in the AGM is entitled to appoint a Proxy to attend and vote on his/ her behalf. No person shall act as a proxy unless he/ she is entitled to be present and vote in the AGM in his/her own right. The proxy form, duly stamped with a revenue stamp of Taka 20 must be deposited at the Registered Office of the Company or a scanned copy can be mailed to cs@lub-rref.com not less than 72 hours before the time fixed for the AGM.

(6) Valued Shareholders are requested to update their respective BO Accounts with 12 Digit TAX Payers Identification Number(E-TIN), Bank Accounts, and through their respective Depository Participants (DPs). In default, the tax from cash dividends of individual taxpayers will be deducted 15% instead of 10%.

(7) The concerned Merchant Banks and all Depository Participants (DP) are requested to provide us a statement with the details (In Excel Format) (Shareholders' Names, BO ID Numbers, Client-wise shareholding position, Gross Dividend Receivables, applicable tax rate, and Net Dividend Receivables) of their Margin Loan Holders who hold Company's share, as on the 'Record Date' along with the name of the Contact Person in this connection, to the Company's Registered Office on or before December 15, 2022. The Merchant Banks and Depository Participants (DP) are also requested to provide us with their Bank Names, Account Numbers Routing Numbers, etc. for facilitating the payment of cash dividends.

(8) In compliance with the Bangladesh Securities and Exchange Commission's Circular (No. SEC/CD/2009-193/154 dated October 24, 2013), no benefits in cash or kind other than in form of dividend (i.e. No food/ Box/ Gift Coupon, etc.) will be arranged at the AGM.