



# HEIDELBERGCEMENT BANGLADESH LTD.



**Registered Office:** Mouza-Tatki, P.O.-Tarabow, Tarabow Pouroshava, P.S.-Rupgonj, Dist.-Narayangonj  
**Corporate Office:** Symphony (6th & 7th Floor), Plot No. SE(F) 9, Road No.142, South Avenue, Gulshan-1, Dhaka-1212

## Notice of 32nd Annual General Meeting (AGM)

### A virtual meeting through digital platform

NOTICE is hereby given to all the members of HeidelbergCement Bangladesh Limited that the 32nd Annual General Meeting (AGM) of the Company will be held using Digital Platform on Monday, 28 June 2021 at 10.00 A.M., to transact the following business:

### AGENDA

#### ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Accounts of the Company for the year ended 31 December 2020 together with the Reports of the Auditors and the Directors thereon.
2. To approve dividend as recommended by the Board of Directors.
3. To approve the appointment of Mr. Jose Marcelino Ugarte as Managing Director.
4. To appoint Directors in place of Mr. Kevin Gerard Gluskie, Mr. Juan-Francisco Defalque, and Mr. Md. Abul Hossain who are retiring by rotation and being eligible have offered themselves up for re-appointment.
5. To appoint M/s. ACNABIN, Chartered Accountants, as the Statutory Auditors of the Company and to hold office until the conclusion of the next Annual General Meeting and to authorize the Directors to fix their remuneration.
6. To appoint M/s. Hoque Bhattacharjee Das & Co., Chartered Accountants, as the Compliance Auditors of the Company and to hold office until the conclusion of the next Annual General Meeting and to authorize the Directors to fix their remuneration.

#### SPECIAL BUSINESS:

7. To consider and, if thought fit, to pass the following resolution as an Ordinary Resolution:

**“RESOLVED THAT** pursuant to paragraph (a) of Notification No. BSEC.CMRRCD/2009193/2/Admin/103 dated 5 February 2020 of the Bangladesh Securities and Exchange Commission, approval is hereby granted to the Company to purchase raw materials namely clinker, slag, gypsum, and limestone from HC Trading Malta Limited, a related party to the Company, amounting to more than one percent (1%) of the Company’s revenue for the immediate preceding financial year.”

#### EXPLANATORY STATEMENTS:

##### Agenda No. 7

The Company in its ordinary course of business and/or on arm's length basis sources material from different suppliers of raw materials. To ensure the stability of supplies in terms of quality, price and logistics, the Company proposes to enter into transaction(s) with HC Trading Malta Limited (“HCT”) (a related party of the Company as defined in the International Financial Reporting Standards). Pursuant to paragraph (a) of Notification No. BSEC.CMRRCD/2009193/2/Admin/103 dated 5 February 2020 of the Bangladesh Securities and Exchange Commission, no issuer company

shall, except with the approval of the general body of its shareholders, enter into any contract for the supply of goods and materials amounting to 1% (one percent) or above of the revenue for the immediate preceding financial year with any related party.

The Company envisages that the transaction(s) entered into with HCT whether individually and/or in the aggregate would exceed the stipulated threshold of 1% (one percent) of the annual turnover of the Company as per the latest audited financial statements of the Company during a financial year of the Company. Hence, approval of the shareholders is being sought for the said related party transaction(s) proposed to be entered into by the Company with HCT in the financial year 2021. The Board of Directors recommends the above ordinary resolution for the members' approval.

By Order of the Board

  
**Md. Emdadul Haque ACA**  
Company Secretary

Dated: 3 June 2021

#### NOTES:

- The 'Record Date' in lieu of Book Closure was on 25 May 2021. The Shareholders whose names would appear in the Register of Members of the Company or in the Depository on the 'Record Date' will be eligible to attend the 32nd Annual General Meeting and receive Dividends.
- The Shareholders whose names would appear in the Register of Members of the Company or the Depository on the 'Record Date' will be eligible to attend the 32nd AGM through the online live portal to ensure the safety of Shareholders given the ongoing coronavirus pandemic.
- The detailed login process and link of the online live portal to attend the meeting will be communicated to the shareholders in due course. Therefore, the shareholders are requested to update their email addresses through their respective Depository Participant (DP).
- A Shareholder entitled to attend and vote at the AGM may appoint a Proxy in his/her stead. Such proxy must be a Shareholder of the Company. The Proxy Form must be affixed with requisite revenue stamp and must be deposited at the Corporate Office of the Company at least 48 hours before the time fixed for the Meeting.
- The members of the Company are hereby requested to update their bank account number, mailing address, mobile number especially 12 digit E-TIN etc. through their respective DPs and BO accounts before the Record Date i.e. 25th May 2021. If anyone fails to update their E-TIN in BO account before the Record date, disbursement of respective cash dividend will be subject to deduction of AIT @15% instead of 10% per regulation.
- Shareholders bearing folio numbers are requested to submit their 12 digit e-TIN certificate to the Share Department of the Company latest by 6 June 2021, failing which Income Tax at source will be deducted from cash dividend @15% instead of 10% from the dividend.
- Concerned brokerage houses are also requested to provide statements with the details (members name, BO ID number, client wise shareholding position, gross dividend receivable, applicable tax rate and net dividend receivable) of their margin loan holders, as on record date, to the Company's share office on or before 6 June 2021. The brokerage houses are also requested to provide their bank account name & number and routing number as well.
- The soft copy of the Annual Report-2020 of the Company will be sent to the shareholders' respective e-mail addresses. However, interested shareholders may collect hard copies of the Annual Report-2020 from the Company's share office by submitting a written request. The soft copy of Annual Report-2020 is available on the Company's website at [http://www.heidelbergcementbd.com/investors\\_relation.aspx](http://www.heidelbergcementbd.com/investors_relation.aspx).

