

NOTICE OF THE 38th ANNUAL GENERAL MEETING

Notice is hereby given that the 38th Annual General Meeting (AGM) of Navana Pharmaceuticals PLC. will be held on Tuesday, December 31, 2024 at 03.30 PM through Hybrid system i.e. physical presence at **Registered office: 1071, 1073, North Rupshi, Tarabo Municipality, Rugganj, Narayanganj** and using digital platform through the link <https://navanaphar.hybridagmbd.net> to transact the following business:

AGENDA

1. To receive, consider and adopt the Directors' Report, Auditors' Report, and Audited Financial Statements of the company for the year ended June 30, 2024;
2. To declare dividend for the year ended June 30, 2024 as recommended by Board of Directors;
3. To elect/re-elect Directors of the company;
4. To appoint/re-appoint Independent Director of the company;
5. To appoint Statutory Auditors and to fix their remuneration;
6. To appoint Corporate Governance Compliance Auditors and fix their remuneration;

By order of the Board



Dated: December 05, 2024

LORENS SHAMOL MOLLICK FCS

Company Secretary

Notes:

1. Members whose names appeared in the Members'/Depository Register on Record Date i.e. **November 19, 2024** will be eligible to join/participate and vote in the Annual General Meeting physically or through Digital Platform and to receive the dividend.
2. A member, eligible to attend & vote the AGM, may appoint a proxy for Individual & Authorization for institution to attend and vote on his/her/ institutional shareholder of behalf. The instrument appointing Proxy (to be duly signed and affixed by the members with a revenue stamp of Tk. 20) / Authorization must be submitted to the Share Office of the company at least 48 hours before AGM. Members may download Proxy Form from the Company's website (i.e. www.navanapharma.com).
3. Link for joining hybrid AGM through Digital Platform is <https://navanaphar.hybridagmbd.net>. The Details procedures to participate in the hybrid AGM through Digital Platform have provided in the company's website at www.navanapharma.com under section Investor's Relationship Dept. as well as in the Annual Report and the link has already e-mailed to the respective members e-mail address which is available in the Depository Register as per record date. Members can join the Virtual Annual General Meeting using their laptop, PC, Mobile, or Tab providing their respective Name, 16-Digit BO ID, and No. of Shares and vote shall be conduct through digital ballot system.
4. The members will be able to submit their questions/comments and vote electronically 48 hours before commencement of the AGM and during the AGM.

5. Members can download the Annual Report by scanning the QR Code given below herein. The link for downloading Annual Report 2023-2024 is <https://navanapharma.com/page/annual-report>
6. In Compliance with BSEC Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated 20 June 2018:
 - I. Annual Report, Attendance Slip, and Proxy Form along with the Notice sent in soft Form to the Members' registered e-mail address linked with their respective BO ID as on record date.
 - II. The members, who don't have an e-mail address linked with their BO ID, are requested to send their respective e-mail address to cs@navanapharma.com to enable us to send the e-Annual Report 2023-2024 or can download the same by scanning the QR Code given.
 - III. Members who want to collect the printed copy of the Annual Report from the Company Secretariat of the Company are requested to inform us in writing.
 - IV. The Annual Report is also available on the Company's website (i.e. www.navanapharma.com) linked with the websites of both Dhaka Stock Exchange PLC. and Chittagong Stock Exchange PLC
7. Members can download certificate of tax deduction on Dividend from the company's website www.navanapharma.com under Investor Relation.



AGM

