

# Circular to Shareholders

## Chemanex PLC - (PQ 64)

52, Galle Face Court 2, Colombo 03

Dear Shareholder/s,

### 49th ANNUAL GENERAL MEETING OF CHEMANEX PLC

We wish to inform you that the Board of Directors of Chemanex PLC, having taken into consideration the current situation prevailing in the country, possible challenges which may arise with regard to travel and in the interests of protecting the health and safety of the shareholders, Directors and other attendees, has decided to hold the 49th Annual General Meeting (AGM) of the Company through Audio or Audio / Visual means on Thursday 30th June 2022 at 9.30 a.m., in line with the Guidelines issued by the Colombo Stock Exchange (CSE) for hosting of virtual AGMs.

Shareholders are informed that the Company is unable to provide printed copies of the Annual Report to the shareholders due to the limited availability of paper in the market. In this regard, by Circular No.04/2022, CSE has waived the application of Rule 7.5 (b) (i) of the Listing Rules with regard to circulation of the Annual Report in printed form subject to listed entities complying with the requirements set out in the said Circular. The said requirements have been complied with by the Company and the Board of Directors has made arrangements to publish the Annual Report for the year ended 31st March 2022 on the Company website ([www.chemanex.lk](http://www.chemanex.lk)) and the website of the CSE ([www.cse.lk](http://www.cse.lk)) for shareholders' reference.

Additionally, the under-noted documents are also hosted on the Websites of the Company and the CSE:

- Notice of AGM
- Form of Proxy
- Circular to Shareholders
- Registration Form for the AGM

The relevant instructions in relation to registration and participation at this virtual AGM are included under "Notes" to the Notice convening the AGM.

In the event you have any queries on the Annual Report, you may contact any one of the following staff members during office hours (8.30 am to 5.00 pm) on any working day.

Name	Telephone Numbers
Ms. G P S Samarakoon	+94 (0) 112359359 Ext.279
Ms. D D Wickramanayake	+94 (0) 112359359 Ext.304

Shareholders may raise any questions or comments on the matters listed in the Agenda of the meeting or forward the questions in advance to [agm@chemanex.lk](mailto:agm@chemanex.lk) not less than three days before the AGM. The relevant instructions regarding the participation at the online Annual General Meeting is indicated under the "Notes" of the Notice Convening the Annual General Meeting.

By Order of the Board  
Chemanex PLC

S A B P W M R R W T Wegodapola  
Company Secretary  
31st May 2022

Folio/CDS Account Number : .....

CHEMANEX PLC
49th Annual General Meeting - 2022
Registration of Shareholder Information

- 1. Full Name of the Shareholder: .....
2. Address of the Shareholder: .....
3. Shareholder's NIC/Passport/Co. Reg. No.: .....
4. Shareholder's Contact No.
Residence : ..... Mobile : .....
5. Name of the Proxyholder: .....
6. Proxyholder's NIC/Passport No.: .....
7. Shareholder's/Proxyholder's E-mail Address: .....
8. Participation at AGM via Online Platform Yes/No .....
9. Name of Joint holders if any
a. ....
b. ....
10. NIC/Passport Nos of Joint holder
a. ....
b. ....

Principal Shareholder Signature & Date
1st Joint holder Signature & Date
2nd Joint Holder Signature & Date

# Notice of Meeting

NOTICE IS HEREBY GIVEN THAT the Forty Ninth Annual General Meeting of Chemanex PLC will be held by way of audio or audio visual means on Thursday the 30th day of June 2022 at 9.30 a.m. centered from 199, Kew Road, Colombo 2 for the following purposes;

## **AGENDA**

1. To receive and adopt the Statements of Accounts of the Company and of the Group for the year ended 31st March 2022 together with the Reports of the Directors and Auditors thereon.
2. To declare a dividend.
3. To re-elect Dr. S A B Ekanayake who retires in terms of Article 24(6) of the Articles of Association of the Company.
4. To re-elect Mr. E M M Boyagoda who retires in pursuant to Section 210 of the Companies Act No.7 of 2007.

Pursuant to Section 211 of the Companies Act No.7 of 2007, special notice of the following Ordinary Resolution has been received by the Company from a Member of the Company.

"That Mr. E M M Boyagoda, who reached the age of 70 years on 29th April 2021 be re-elected a Director of the Company and it is hereby declared that Section 210 of the Companies Act No.7 of 2007 shall not apply to Mr. E M M Boyagoda"

5. To vote a sum as donations.
6. To re-appoint M/s. Ernst & Young, Chartered Accountants as Auditors of the Company and to authorise the Directors to determine their remuneration.

By order of the Board of,  
CHEMANEX PLC

S A B P W M R R W T Wegodapola  
Company Secretary  
31st May 2022

# Notice of Meeting

## Notes

- A Member entitled to participate and vote at the meeting is entitled to appoint a proxy to virtually participate and vote in his/her place in the manner provided for by completing the form of proxy enclosed herewith.
- A proxy need not be a Member of the Company.
- The Board of Directors having taken note of Colombo Stock Exchange guidelines to listed entities to hold Shareholder Meetings virtually, has decided to hold the Annual General Meeting (AGM) through Audio or Audio/Visual means in conformity with the regulatory provisions of the Company.
- The Chairman and members of the Board, the Company Secretary and key officials essential for the administration of formalities and conduct the meeting will be physically present at the place of meeting.
- Voting on the items listed in the Agenda will be registered via the online platform or a designated ancillary online application. All such procedures will be explained to the shareholders prior to the commencement of the meeting.
- Shareholders who wish to appoint a member of the Board of Directors as his/her proxy to represent them at the AGM may do so by completing the Form of Proxy. In such event the email address of the proxy holder will not be required.
- Shareholders may send their questions/ comments on the items listed in the Agenda of the Notice Convening the AGM by email to [agm@chemanex.lk](mailto:agm@chemanex.lk) or by post to the Company Secretary, 52, Galle Face Court 2, Colombo 3 not less than 3 days before the date of the meeting.
- The instrument appointing a proxy should be deposited at the Registered Office of the Company at 52, Galle Face Court 2, Colombo 3 or scanned and emailed to [agm@chemanex.lk](mailto:agm@chemanex.lk) not less than 48 hours before the date of the meeting.
- Only registered shareholders and registered proxy holders will be permitted to log in and participate in the AGM on- line.
- The Company is unable to provide hard copies of the Annual Report to the shareholders due to the limited availability of paper in the market and the Board of Directors having taken note of the Colombo Stock Exchange waving off the application of Rule 7.5 (b) (i) of the Listing Rules, the Annual Report is published on the Company website ([www.chemanex.lk](http://www.chemanex.lk)) and the website of Colombo Stock Exchange ([www.cse.lk](http://www.cse.lk)) for shareholders' reference.

Shareholders may contact any one of the following staff members during office hours (8.30 am to 5.00 pm) on any working day, for any queries regarding the Annual Report published on the Company website and the website of Colombo Stock Exchange;

Name	Telephone Numbers
Ms. G P S Samarakoon	+94 (0) 112359359 Ext.279
Ms. D D Wickramanayake	+94 (0) 112359359 Ext.304

- The date fixed for the AGM will not be affected even if a public holiday is declared on such a date since arrangements will be in place to proceed via online platform.

# Form of Proxy

## ANNUAL GENERAL MEETING

I/We.....

of.....

being a member/members of Chemanex PLC hereby appoint;

Prawira Rimoe Saldin	of Colombo or failing him
Ekanayake Mudiyanseelage Mangala Boyagoda	of Colombo or failing him
Sumithra Anura Bandara Ekanayake	of Colombo or failing him

as \*my/our Proxy to \*speak and/to vote for \*me/us on \*my/our behalf at the Forty Ninth Annual General Meeting of Chemanex PLC to be held on Thursday the 30th June 2022 at 9.30 a.m. and at any adjournment thereof.

.....  
Date

.....  
Signature

**\*Note:** Please delete the inappropriate words

### Instructions as to Completion

1. Kindly perfect the Form of Proxy after filling in legibly your full name and address and by signing in the space provided. Please fill in the date of signature.
2. A Shareholder entitled to attend and vote at the Meeting is entitled to appoint a Proxy to attend and vote instead of him/her. A shareholder who appoints a Director as his/her proxy to represent him/her need not fill the email address of the proxy holder.
3. In the case of Corporate Shareholder, the Form of Proxy must be completed under the Common Seal, which should be affixed and attested in the manner prescribed by the Articles of Association.
4. If the Form of Proxy is signed by an attorney, the relevant Power of Attorney should also accompany the completed Form of Proxy.
5. The completed Form of Proxy should either be;
  - (i) addressed to the "Company Secretary" and posted or hand delivered to the registered office of the Company; No.52, Galle Face Court 2, Colombo 3;
  - or
  - (ii) scanned and emailed to the email address: agm@chemanex.lk with the email subject titled "Proxy – Chemanex PLC"not less than 48 hours before the time appointed for the holding of the AGM.

CDS Account Number of the Shareholder(s)	
Shareholder's contact number/s	
Email address to which the on-line link should be forwarded to for the proxy holder's participation at the AGM	
Proxy holder's NIC number	

Chemanex PLC  
No.52, Galle Face Court 2  
Colombo 3.