ENVOY TEXTILES LIMITED

NOTICE OF THE 25th ANNUAL GENERAL MEETING

Notice is hereby given that the 25th Annual General Meeting (AGM) of the Shareholders of Envoy Textiles Limited will be held on Monday, 28 December 2020 at 11:00 AM [Dhaka local time] by digital platform to transact the following business:

AGENDA

Agenda 1: To receive, consider and adopt the Audited Financial Statements of the Company for the year ended 30 June 2020 together with the Reports of the Directors' and the Auditors' thereon;

Agenda 2: To declare dividend for the year ended 30 June 2020;

Agenda 3: To elect Directors in accordance with the provision of Articles of Association of the Company;

Agenda 4: To reappoint Managing Director;

Agenda 5: To appoint Auditors of the Company for the term until the completion of 26th Annual General Meeting and fixation of their remuneration; and

Agenda 6: To appoint a Professional Accountant/Secretary for the year 2020-21

By order of the Board



M Saiful Islam Chowdhury, FCS
Company Secretary
Tuesday, 13 October 2020

Registered Office:

Envoy Tower,
18/E, Lake Circus Kalabagan
West Panthapath, Dhaka-1205

Notes:

(i) Shareholders whose names would appear in the Depository Register on the Record Date i.e. 15 November 2020 shall be eligible to participate the 25th AGM and entitled to Dividend.

(ii) Pursuant to the Bangladesh Securities and Exchange Commission (BSEC) Order, the AGM will be virtual meeting of the Members, which will be conducted via live streaming by using digital platform.

(iii) The shareholders' are requested to participate at the meeting by log in to this link: *https://envoytex.bdvirtualagm.com*

(iv) The Members will be able to submit their questions/comments and vote electronically 24 hours before commencement of the AGM and during the AGM. For logging in to the system, the Members need to put their 16-digit Beneficial Owner (BO) ID number and other credential as proof of their identity.

(v) The proxy form must be affixed with requisite revenue stamp and deposited at the Registered Office of the Company not less than 48 hours before the time fixed for the meeting.

(vi) Pursuant to the BSEC Notification, the soft copy of the Annual Report 2020 is to be sent to the email addresses of the Members available in their BO accounts maintained with the Depository and this Report will also be available in the Company's website at *http://www.envoytextiles.com/investors-reports.php*

Size : 9" x 3 col.