

Notice of Meeting

NOTICE IS HEREBY GIVEN that the 25th Annual General Meeting of Amana Takaful PLC will be held on 25th June 2024 at 10.00 a.m. at the Board Room of Amana Takaful PLC, No. 660-1/1, Galle Road, Colombo 03, via Audio/Video (Virtual AGM) for the following purposes:

1. Receive and consider the Annual Report of the Board of Directors on the affairs of the Company for the year ended 31st December 2023 and the Report of the Auditors thereon.
2. Re-elect the following Directors by Rotation in terms of Article 82 of Articles of Association of the Company
 - a. Mr. Thilan Manjith Wijesinghe.
 - b. Mr. Syed Rizwan Hussain.
3. Re-appoint the retiring Auditors, M/s. Ernst & Young, Chartered Accountants for the ensuing year and authorize the Directors to determine their remuneration.

By Order of the Board,
AMANA TAKAFUL PLC



MANAGERS & SECRETARIES (PRIVATE) LTD.
Secretaries
15 May 2024

Notes:

1. A member entitled to attend and vote at the above meeting is required to complete and submit a pre-registration form in order to ensure participation at the AGM of the Company. Only members of ATL are entitled to take part at the AGM of ATL.
2. A Pre-registration form is enclosed for this purpose to be completed by ATL Shareholders only.
3. A member entitled to attend and vote at the above meeting is entitled to appoint a proxy to attend and vote in his/her behalf. A proxy need not be a member of the Company.
4. A form of proxy is enclosed for this purpose.
5. The instruments for registration and appointing a proxy must be completed and deposited at the Registered Office of the Company, No. 660, 1/1, Galle Road Colombo 3, or e-mailed to "agm.atplc@takaful.lk" not less than forty eight hours prior to the time appointed for holding the meeting.

Supplementary Notice to Shareholders

Dear Shareholder/s,

The Board of Directors of Amana Takaful PLC (Company), wishes to inform its Shareholders that the AGM of the Company for 2023 is scheduled to be held as a virtual meeting using audio visual technology on 25th June 2024 at 10.00 a.m. as per the Notice of Meeting of the AGM.

Please note the following procedure to be adopted in terms of the same;

1. The AGM will be held in compliance with the principles set out in the Guidelines issued by the CSE for the hosting of virtual Annual General Meetings.
2. The Annual Report 2023 of the company along with Notice of Meeting, Form of Proxy and other related documents will be made available on the company's official website (<https://www.takaful.lk>) and on the Colombo Stock Exchange (CSE) website (<https://www.cse.lk>) for the information of the Shareholders.
3. Only the key officials who are essential for the administration of the formalities of the meeting will be physically present at the venue. All Shareholders, will participate via the online meeting platform.
4. Adequate arrangements will be made for Shareholders who wish to participate in the AGM via the online meeting platform, with log in information being forwarded to shareholders in advance of the meeting.

In order to enable such facilities, Shareholders who wish to participate in the meeting are requested to forward us their details as per the attached Registration Form (Annexure I) or Proxy (Annexure II).

5. Shareholders will be given opportunity to raise any questions or comments on the matters listed on the Agenda for the meeting.
6. Voting on the items on the Agenda will be registered by using an online platform or a designated ancillary online application. All of such procedures will be explained to Shareholders prior to the commencement of the meeting.
7. All documents relating to the AGM must be forwarded to agm.atplc@takaful.lk or forwarded to the registered office of the company, 48 hours prior to the date of the AGM.

For any queries regarding any of the documents sent, please contact the Company on Tel: 0117501089 during normal office hours.

The Board wishes to thank the Shareholders of the company for their unwavering cooperation and support to ensure a smooth and uninterrupted process at this Annual General Meeting of the Company.

**By Order of the Board
AMANA TAKAFUL PLC
MANAGERS AND SECRETARIES (PRIVATE)
LIMITED**



Director/Secretaries
15 May 2024

Form of Proxy

Annexure II

I/We the undersigned bearing NIC No.
of
..... being a member/members of Amana Takaful PLC, hereby appoint

- Full name of proxy -
- NIC of Proxy -
- Address of Proxy -
- Contact Numbers - Land Mobile
- Email address

Failing him	
Mr. M. Z. M. Ghouse	of Colombo or failing him
Ms. E. D. Wickramasuriya	of Colombo or failing her
Mr. M. H. S. Kassim	of Colombo or failing him
Mr. S. R. Hussain	of Pakistan or failing him
Mr. T. M. Wijesinghe	of Colombo or failing him
Mr. P. S. Weerasekera	of Colombo or failing him
Mr. A. O. Kassim	of Colombo

as my/our proxy to represent me/us and * to vote for me/us on my/our behalf at the Annual General Meeting to be held on 25th June 2024 at 10.00 a.m. via Audio/Video (Virtual AGM) and at any adjournment thereof and at every poll which may be taken in consequence thereof.

Please mark your preference with "X".

Ordinary Resolution	For	Against	Abstained
1. Re-election of Directors			
(i) Mr. Thilan Manjith Wijesinghe as a Director of the Company.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(ii) Mr. Syed Rizwan Hussain as a Director of the Company.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Re-appointment of the retiring Auditors M/s. Ernst & Young, Chartered Accountants for the ensuing year and authorize Directors to determine their remuneration.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

As witness my/our hands this day of 2024

.....
Signature

Form of Proxy

INSTRUCTIONS AS TO COMPLETION

1. In order to appoint a proxy, this form shall in the case of an individual be signed by the shareholder or by his/her Attorney and in the case of a company/corporation, the form of proxy must be under its Common Seal, which should be affixed and attested in the manner prescribed by its Articles of Association.
2. The full name, NIC No. and address of the Proxy holder and of the Shareholder appointing the Proxy holder should be entered legibly in the form of proxy.
3. The duly completed form of proxy must be deposited at the Registered Office of the Company at No. 660, 1/1, Galle Road Colombo 3, or e-mailed to "agm.atplc@takaful.lk" not later than 48 hours prior to the time appointed for holding of the meeting.
4. In the case of a proxy signed by an Attorney, the relevant Power-of-Attorney or a certified copy thereof should also accompany the completed form of proxy and must be deposited at the Registered Office of the Company or email as above noted.

Circular to Shareholders

.....2024

Dear Shareholder,

Request for a printed Annual Report

The Annual Report of Amana Takaful PLC for year 2023 will be made available on <https://www.cse.lk> and <https://www.takaful.lk>, unless a shareholder makes a written request for a printed copy thereof. Where such a written request is received by the company, a printed Annual Report will be sent within 8 market days of receipt of such request.

Please e-mail the following form of request to samanga@msl.lk.

For any clarifications on the Annual Report please contact, M. F. H. Nizar on 011 7501089 or on email, faadhil@takaful.lk

By order of the Board of
Amana Takaful PLC
MANAGERS & SECRETARIES (PVT) LTD
SECRETARIES



<https://www.takaful.lk/financial-reports/>

Company Secretary
Amana Takaful PLC
MANAGERS & SECRETARIES (PVT) LTD
No 8 Tickell Road
Colombo 8

Amana Takaful PLC - Request for a Printed Copy of the Annual Report 2023

I/We hereby request you to forward to me/us a printed copy of the Annual Report of Amana Takaful PLC for the year 2023 as per details given below.

Name :

NIC/Passport/
Company Registration No.

Address

Contact Number & E-mail

.....
Date

.....
Signature

Notes:

- 1) The Form of Request should be filled in legibly, and dated.
- 2) In the event of joint shareholders, the Form may be executed by the registered Principal Shareholder.
- 3) In the event the shareholder is a Company, the Form may be executed by a duly authorized representative.

Pre-Registration Form

Annexure I

**AMANA TAKAFUL PLC
25TH ANNUAL GENERAL MEETING
REGISTRATION OF SHAREHOLDER DETAILS**

To: Mr.
Amana Takaful PLC
No. 660 - 1/1, Galle Road
Colombo 03.

1. Full Name of the Shareholder :

2. Membership No. / CDS Account No :

3. Address of Shareholder :

4. NIC No./ P.P. No. / Co. Reg. No. of Shareholder :

5. Contact details of Shareholders :

Telephone :

Residence:

Office:

Mobile:

e-mail: (Please print clearly)

6. Names / NIC No. of Joint holder/s (If any):

i. Name : NIC No. :

ii. Name : NIC No. :

.....
.....
Shareholder's Signature /Date 1st Joint holder's Signature/Date 2nd Joint holder's Signature/Date

Instructions as to Completion

- i. Shareholders are advised to complete the form legibly in order to facilitate their participation through the online platform.
- ii. The "Web Link" for participation at the AGM through the online platform will be forwarded to the Shareholder's above noted email address.
- iii. In the case of a Company/Corporation, the Pre-Registration must be under its common seal which should be affixed and attested in the manner prescribed by its Articles of Association.
- iv. In the case of the Pre-Registration form signed by an Attorney, the Power of Attorney must be deposited at the Registered Office of the Company for registration.
- v. The duly completed Registration Form must be deposited at the Registered Office of the Company at No. 660, 1/1, Galle Road Colombo 3, or e-mailed to "agm.atplc@takaful.lk", 48 hours prior to the date of the AGM.