



JMI SYRINGES & MEDICAL DEVICES LTD.

A Joint Venture Enterprise with Japan & South Korea for Production of all kinds of export quality Auto Disable (AD), Disposable Syringes & Medical Devices.

Notice of the 25th Annual General Meeting

Notice is hereby given that the 25th Annual General Meeting of the shareholders of JMI Syringes & Medical Devices Limited will be held on Monday, December 23, 2024 at 11.30 a.m. (Dhaka Time) by using Digital Platform through the link <https://jmismdl.bdvirtualagm.com> (in pursuant to the Bangladesh Securities and Exchange Commission's Order) to transact the following business:

AGENDA

Ordinary business:

1. To receive, consider and adopt the Audited Financial Statements of the Company for the year ended on June 30, 2024 together with the Reports of the Directors and the Auditors thereon.
2. To declare and approve dividend for the year ended June 30, 2024 as recommended by the Board of Directors.
3. To elect/re-elect/approve the appointment of Directors (including Nominee & Independent Director).
4. To appoint Statutory Auditors and fix their remuneration for the year ended on June 30, 2025.
5. To appoint Professionals for issuances of certificate on compliance of Corporate Governance Code and fix their remuneration for the year ended on June 30, 2025.

Special business:

1. To approve related party transaction for the year ended on June 30, 2024.
"Resolved that the related party transactions of the sister concern of the Company are hereby approved by the Board of Directors, that the matter be placed before the upcoming 25th AGM for approval by the shareholders."

Dhaka
November 28, 2024

By order of the Board

Muhammad Tarek Hossain Khan
Company Secretary

Notes:

- i) The Record Date of 25th AGM was Monday, November 18, 2024. The shareholder's whose names appeared in the Share Register / Depository Register on the Record Date would be eligible to attend the meeting and be entitled for dividend.
- ii) The 25th AGM of the Company would be conducted through Digital Platform in pursuant to the Bangladesh Securities and Exchange Commission's Order.
- iii) Shareholders are requested to join the virtual AGM directly through the link <https://jmismdl.bdvirtualagm.com> Shareholders may submit their question/comments electronically to info@jmisyringe.com before 48 hours of commencement of the AGM. Shareholders are requested to visit the Company's website (i.e. www.jmisyringe.com) for detail login process to the virtual meeting.
- iv) Any member of the Company entitled to attend and vote at the General Meeting may appoint a Proxy to attend and vote in his/her stead. The Proxy Form, duly signed by the Member and stamped with Revenue Stamp of Tk. 100/= (One Hundred only) each, must be submitted at the Share Office of the Company at any time not later than 72 hours before the time fixed for AGM.
- v) The Corporate Shareholders need to send their authorization letter through e-mail (info@jmisyringe.com) or submitted at the Registered Office of the Company to join the meeting by 11.30 a.m. of 21st December 2024.
- vi) In compliance with Bangladesh Securities and Exchange Commission's notification no. BSEC/CMMRCD /2009-193/75/PRD150, dated February 20, 2024, the soft copy of Annual Report will be sent to the e-mail address of the shareholders available in the beneficial owner (BO) accounts. The Annual Report along with the Proxy Form can also be collected, if so required, from the Share Department or can be downloaded from the website of the Company: www.jmisyringe.com.
- vii) The concerned Merchant Banks and all Depository Participants (DPs) are requested to provide the copies of the list of margin clients along with the bank details for entitlement of dividend on or before 15 December 2024 as per the following:
 - a) Hard copy: Registered mail or courier to Share Office; JMI Group, 29/C & 29/D, Tejgaon Industrial Area, Dhaka-1208.
 - b) Soft copy: Email to info@jmisyringe.com; tarek@jmigroup-bd.com
- viii) This Notice & Annual Report-2023-2024 is available in the Company's website: www.jmisyringe.com.

