

Our Purpose: we exist to protect, heal and nurture in the relentless pursuit of a cleaner and healthier world.

Our Fight: we have a fight on our hands. A fight to make access to the highest quality hygiene, wellness and nourishment a right and not a privilege.



Reckitt Benckiser (Bangladesh) Limited

Corporate Office: The Glass House, 9th & 10th Floors, Plot-2, Block- SE (B), 38 Gulshan Avenue, Dhaka-1212

Registered Office: 58/59, Nasirabad I/A, Chittagong-4209

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the **60th Annual General Meeting** of Reckitt Benckiser (Bangladesh) Limited will be held using **Digital Platform** (in pursuance with BSEC Order SEC/SRMIC/94-231/25, and SEC/SRMIC/94-231/91 dated 08 July 2020 and 31 March 2021 respectively) on Tuesday, 22nd June, 2021 at 11.30 a.m. to transact the following business:

AGENDA

1. To confirm the Minutes of the 59th Annual General Meeting held on 26th July 2020.
2. To receive and adopt the Audited Financial Statements as on and for the year ended 31 December 2020 together with the Auditors' and Directors' Report thereon.
3. To approve Dividend as recommended by the Board.
4. To elect Directors.
5. To re-appointment/extension of term of office of Managing Director for further period of Five Years.
6. To appoint Auditors for the year 2021 and to fix their remuneration.
7. To appoint Compliance Auditor for the year 2021 and to fix their remuneration.
8. To adopt following resolution as special resolution:

"RESOLVED THAT the name of the company be and is hereby changed to "Reckitt Benckiser (Bangladesh) PLC." from "Reckitt Benckiser (Bangladesh) Limited as per provision of the Companies (2nd Amendment) Act, 2020."

"FURTHER RESOLVED THAT the old name of the company will be replaced by the new name in all the statutory/title documents, licenses and other relevant documents for which no further approval from shareholders or directors will not be required."

By order of the Board

Sd/-

**Mohammad Nazmul Arefin
Company Secretary**

Dhaka, Dated: 1st June 2021

Notes:

1. 27th May 2021 was the RECORD DATE. Shareholders whose name appeared in the Shares Register of the Company or in the Depository Register on that date will be eligible to join the AGM and receive dividend.
2. The necessary Digital Link for Joining in the audio visual meeting to be publish on due course. The entire log in process along with link will be also available in Company's website <https://www.reckitt.com/about-us/rb-bangladesh/> on due time. The Members will be able to submit their questions/comments and vote electronically 24 hours before commencement of the AGM and during the AGM. Members can start log into the specific link from 11.30 a.m. on 21st June 2021.
3. For any IT related guidance in this regard Members may contact vide email: anisur.rahman2@rb.com; Mosfiqul.Hassan@rb.com.
4. Pursuant to BSEC Order no. SEC/SRMIC/94-231/25, and SEC/SRMIC/94-231/91 dated 08 July 2020 and 31 March 2021 respectively , soft copy of the annual report 2020 will be sent to members through email addresses as available with the Company.

For any further clarification members may write to the following email addresses:

Nazmul.Arefin@rb.com; anisur.rahman2@rb.com