

MELSTACORP PLC

NOTICE OF EXTRAORDINARY GENERAL MEETING

NOTICE IS HEREBY GIVEN that an Extraordinary General Meeting of Melstacorp PLC (the “Company”) will be held as a virtual meeting on October 15, 2021 at 10.00 a.m. assembled at the “Mini Auditorium” of Distilleries Company of Sri Lanka PLC, No.110, Norris Canal Road, Colombo 10 Sri Lanka for the purpose of considering and if thought fit passing the following resolution.

RESOLUTION - 01 Ordinary resolution to approve the payment of consideration for purchase in terms of section 56 for the purchase of 1,000 non voting unlisted shares of the company from Distilleries Company of Sri Lanka PLC at Rs. 82.50 per share.

“IT IS HEREBY RESOLVED THAT the payment by the Company of the consideration for the repurchase of 1,000 unlisted non voting shares currently in issue in the Company from Distilleries Company of Sri Lanka PLC at a price per share of Rs. 82.50 amounting to a total sum of Rupees Eighty Two Thousand Five Hundred (Rs. 82,500/-), being a distribution by the Company in terms of Section 56 of the Companies Act No. 7 of 2007, be and is hereby approved.”

RESOLUTION – 2. As a special resolution to approve the reduction of the stated capital of the Company.

“IT IS HEREBY RESOLVED THAT the stated capital of the Company be and is hereby reduced to an amount of Sri Lankan Rupees Seventy Billion (LKR 70,000,000,000/-).”

By order of the Board,
CORPORATE SERVICES (PRIVATE) LIMITED

Secretaries

MELSTACORP PLC

216, De Saram Place, Colombo 10.

22nd September 2021, Colombo.

Note:

- (A) In the interest of protecting public health and facilitating social distancing in line with the guidelines issued by the Ministry of Health, Nutrition and Indigenous Medicine, the Extraordinary General Meeting will be held in the manner set out below, in line with the guidelines given by the Colombo Stock Exchange and the health authorities and as per the applicable laws:
- (i) The Chairman, Managing Director, the Board of Directors, certain Key Management Personnel, the Company Secretary, the External and all others, including the shareholders, will participate in the meeting through audio or audio and visual means via the online meeting platform. These measures have been adopted to observe social distancing regulations/requirements to mitigate the dangers of the spread of the COVID-19 virus.
- (ii) The shareholders who wish to participate at the meeting will be able to join the meeting through audio or audio and visual means via the online meeting platform. To facilitate this process, the shareholders are required to furnish the details of the shareholder and proxyholder, if any, by perfecting **Annexure I** to the circular to shareholders (online participation Registration Form) and forward same to **egm2021@melsta.com**, to reach the Company **not less than three (03) days before the date of the meeting** so that the **meeting login information** could be forwarded to the e-mail addresses so provided. Only shareholders or their duly appointed proxy holders are requested to log in to the virtual meeting platform 30 minutes prior to the time fixed for the meeting. The Company shall not be responsible or liable for misuse and / or unauthorized use of login information.
- (iii) If the Company is unable to post this Notice due to any situation beyond its control, then,

this Notice will be published in one issue of a daily newspaper in Sinhala, Tamil and English languages and if the circumstances permit, in one issue of the Gazette. The Notice together with Form of Proxy and Registration Form will also be published on the website of the Colombo Stock Exchange **www.cse.lk** and the website of the Company **www.melstacorp.com**

- (iv) Form of Proxy is forwarded to the shareholders together with the Notice of Meeting and Registration Form. The duly filled Form of Proxy should be sent to reach the Company via e-mail to **egm2021@melsta.com** or by post to the registered address of the Company No.110, Norris Canal Road, Colombo 10, Sri Lanka, **not less than thirty six (36) hours before the time fixed for the meeting.**
- (v) The shareholders who are unable to participate at the Extraordinary General Meeting via the online meeting platform could send their queries, if any, to email address **egm2021@melsta.com** at any time before the meeting time and the responses to the same will be included in the minutes of the meeting.

- (vi) Voting in respect of the resolutions sought to be passed will be registered by using the online meeting platform or another designated ancillary online application. All of such procedures will be explained to the shareholders prior to the commencement of the meeting.
- (vii) Shareholders can use the “Q&A Forum” to communicate your questions/ concerns as and when required.
- (viii) For any questions please contact Ms N. C. Gunawardena of Melstacorp PLC as follows during office hours:
Telephone: +94 11 5900380, +94 11 5900300
Ext: 380, +94 763122227
Email: egm2021@melsta.com