



NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Sixtieth Annual General Meeting of FAN MILK PLC will be held virtually and streamed live on <https://www.fmlagm.com> from the Accra City Hotel, Barnes Road, Accra on Wednesday, May 26, 2021 at 11.00 GMT to transact the following business:

Agenda:

1. To receive the Report of the Directors, the Financial Statements as at December 31, 2021 and the Report of the Independent Auditors thereon
2. To elect as a Director, Mr. Fen Wei Chin
3. To re-elect as a Director, Mr. George Thompson
4. To re-elect as a Director Mrs. Peace Ayisi-Okyere
5. To fix the remuneration of the Directors.
6. To appoint Mazars Ghana as External Auditor
7. To authorize the Directors to fix the remuneration of the Auditors.

Dated this 7th day of April 2021

By Order of the Board

Lennap & Company
Company Secretary

Notes:

- i. In compliance with the current restrictions on public gatherings in force pursuant to the imposition of Restrictions Act, 2020 (Act 1012) and consequent Regulatory Directives, attendance and participation by all members and/or their proxies in this year's Annual General Meeting of the Company shall be strictly virtual (i.e. by online participation)
- ii. A member entitled to attend and vote at the Annual General Meeting may appoint a proxy to attend (via online participation) and vote on his/her behalf. Such a proxy need not be a member of the Company.



- iii. The appointment of a proxy will not prevent a member from subsequently attending and voting at the meeting (via online participation). Where a member attends the meeting in person (participates online), the proxy appointment shall be deemed to be revoked.
- iv. A copy of the Form of Proxy can be downloaded from <https://www.fmlagm.com> and may be filled and sent via email to: registrars@nthc.com.gh or deposited at the registered office of the Registrar of the Company, **NTHC, MARTCO HOUSE, D542/4, Okai Mensah Link, Off Kwame Nkrumah Avenue, Adabraka, Accra** and **Postal address as P. O. Box, KIA 9563, Accra** to arrive no later than 48 hours before the appointed time for the meeting.
- v. The 2020 Audited Financial Statements can be viewed by visiting <https://www.fmlagm.com>.

Accessing and Voting at the Virtual AGM

- vi. A unique token number will be sent to shareholders by email and/or SMS from 12 May 2021 to give them access to the meeting. Shareholders who do not receive this token can contact **KEN MATE-KOLE** or registrars@nthc.com.gh or **call 0593105735** any time after 17 May, 2021 but before the date of the AGM to be sent the unique token.
- vii. To gain access to the Virtual AGM, shareholders must visit <https://www.fmlagm.com> and input their unique token number on 26 May, 2021. Access to the meeting will start from 10:00am. For shareholders who do not submit proxy forms to the Registrar of the company prior to the meeting, they may vote electronically during the virtual AGM using their unique token number. Further assistance on accessing the meeting and voting electronically can be found on <https://www.fmlagm.com>

For further information, please contact the Registrar

NTHC, MARTCO HOUSE,
D542/4, Okai Mensah Link,
Off Kwame Nkrumah Avenue, Adabraka, Accra