

# NOTICE OF MEETING

NOTICE IS HEREBY GIVEN THAT the Fifty Ninth Annual General Meeting of CIC Holdings PLC will be held by way of audio or audio/visual means on Thursday the 30th day of June 2022 at 9.00 a.m. centered from the Company's Registered Office at 199, Kew Road, Colombo 2 for the following purposes.

## AGENDA

1. To receive and adopt the Statements of Accounts of the Company and of the Group for the year ended 31st March 2022 together with the Reports of the Directors and Auditors thereon
2. To declare a dividend
3. To re-elect as a Director, Mr. Steven Mark Enderby who retires in terms of Article 25(6) of the Articles of Association of the Company
4. To re-elect as a Director, Mr. Prawira Rimoe Saldin who retires in terms of Article 25(6) of the Articles of Association of the Company
5. To vote a sum as donations
6. To re-appoint M/s. KPMG, Chartered Accountants as Auditors of the Company and to authorise the Directors to determine their remuneration

By order of the Board of,  
**CIC Holdings PLC**

P W Corporate Secretarial (Pvt) Ltd  
Secretaries  
31st May 2022

# NOTICE OF MEETING

## Notes:

- A shareholder entitled to attend and vote at the Annual General Meeting (AGM) is entitled to appoint a proxy to virtually participate and vote in his/her place in the manner provided for, by completing the Form of Proxy together with Annexure I - Registration of Shareholder Information.
- A proxy need not be a shareholder of the Company.
- Having taken into consideration the current situation prevailing in the country, possible challenges which may arise with regard to travel and in the interest of protecting the health and safety of shareholders, Directors and other attendees, the Board of Directors has decided to hold this AGM through Audio or Audio/Visual means, and as such shareholders will only be able to participate in the AGM virtually, via the designated online meeting platform.
- Shareholders who wish to participate in the AGM through online platform are kindly requested to complete and forward the Annexure 1- Registration of Shareholder Information to the email address [agm@cic.lk](mailto:agm@cic.lk) with the email subject titled "CIC AGM 2022" or post it to the registered address of the Company to be received not less than 48 hours before the time appointed for the AGM.

Shareholders are requested to provide their email address in the space provided in Annexure 1 to enable us to forward the web link so that they may participate in the meeting through online platform.

- The Chairman and certain members of the Board and key officials essential for the administration of formalities and conducting of the meeting will be physically present at the Registered Office.
- Voting on the items listed in the Agenda will be registered via online platform or a designated ancillary online application. All such procedures will be explained to the shareholders prior to the commencement of the meeting.
- Shareholders who wish to appoint a member of the Board of Directors as his/ her proxy to represent them at the AGM may do so by completing the Form of Proxy. In such an event the email address of the proxy holder will not be required.
- Shareholders may send their questions/ comments on the items listed in the Agenda of the Notice convening the AGM by email to [agm@cic.lk](mailto:agm@cic.lk) or by post to the Company Secretaries, 199, Kew Road, Colombo 2 to be received not less than 3 days before the date of the AGM.
- The instrument appointing a proxy should be deposited at the Registered Office of the Company at 199, Kew Road, Colombo 02 or scanned and emailed to [agm@cic.lk](mailto:agm@cic.lk) not less than 48 hours before the time appointed for the holding of the meeting.
- Only registered shareholders and registered proxy holders will be permitted to log in and participate in the AGM, on line.
- The date fixed for the AGM will not be affected even if a public holiday is declared on such date since arrangements will be in place to proceed via online platform.

# CIRCULAR TO SHAREHOLDERS

**CIC Holdings PLC- (PQ 88)**

“CIC House” No. 199, Kew Road, Colombo 2

Dear Shareholder,

## 59th ANNUAL GENERAL MEETING OF CIC HOLDINGS PLC

The Board of Directors of CIC Holdings PLC, having taken into consideration the current situation prevailing in the country, possible challenges which may arise with regard to travel and in the interests of protecting the health and safety of the shareholders, Directors and other attendees, has decided to hold the 59th Annual General Meeting (AGM) of the Company through Audio or Audio / Visual means on Thursday 30th June 2022 at 9.00 a.m., in line with the Guidelines issued by the Colombo Stock Exchange (CSE) for hosting of virtual AGMs.

The relevant instructions in relation to registration and participation at this virtual AGM are included under “Notes” to the Notice convening the AGM.

The Annual Report-2021/22 is made available to the Shareholders, on the Company’s website ([www.cic.lk](http://www.cic.lk)) and the CSE website ([www.cse.lk](http://www.cse.lk)) in accordance with Rule 7.5 of the Listing Rules of the CSE. Additionally, the under-noted documents are also hosted on the websites of the Company and the CSE;

Notice of Meeting

Circular to Shareholders

Registration Form for the AGM

Form/s of Proxy

Shareholders are informed that the Company is unable to provide printed copies of the Annual Report to the shareholders due to the limited availability of paper in the market. In this regard your attention is drawn to Circular No.04/2022 issued by the CSE whereby the CSE has waived the application of Rule 7.5 (b) (i) of the Listing Rules with regard to circulation of the Annual Report in printed form subject to listed entities complying with the requirements set out in the said Circular. The said requirements have been complied with by the Company.

Shareholders who participate in the virtual AGM will be provided the opportunity to raise questions / make comments on items in the Notice of Meeting and those who are unable to participate at the AGM are invited to forward their questions and comments (if any) relating to items on the Notice of Meeting, to the Company, by post to the above mailing address or via email to [agm@cic.lk](mailto:agm@cic.lk) not less than 3 days before the date of the AGM.

In the event you have any queries or require any assistance on the documentation relating to the AGM and/or circulation of the Annual Report you may contact any one of the following staff members during office hours (8.30am to 5.00pm) on any working day

Name	Telephone Numbers
Ms. G P S Samarakoon	+94 (0) 112359359 Ext.279
Ms. D Wickramanayake	+94 (0) 112359359 Ext.304

If you are unable to participate at the AGM through online platform and wish to appoint a proxy to participate virtually, please complete and return the Form of Proxy for Ordinary Shares or Non Voting (Class X) Shares (as applicable) together with the Registration Form for the AGM, to reach the Company Secretaries, “CIC House”, No. 199, Kew Road, Colombo 2 not later the 48 hours before the time appointed for the meeting.

By Order of the Board

**CIC Holdings PLC**

P W Corporate Secretarial (Pvt) Ltd

Company Secretary

31st May 2022

Folio/CDS Account Number \_\_\_\_\_

**CIC Holdings PLC**  
**59th Annual General Meeting – 2022**  
**Registration of Shareholder Information**

1. Full Name of the Shareholder: .....
2. Class of Shares: ..... Ordinary Shares / Non Voting (Class X) Shares
3. Shareholder's NIC/Passport/Co. Reg. No.: .....
4. Shareholder's Contact No.  
Residence ..... Mobile.....
5. Name of the Proxy holder: .....
6. Proxy holder's NIC/Passport No.: .....
7. Shareholder's/Proxy holder's E-mail Address: .....
8. Participation at AGM via Online Platform Yes/No .....
9. Name of Joint holders if any
  - a. ....
  - b. ....
10. NIC/Passport Nos of Joint holder
  - a.....
  - b. ....

..... Principal Shareholder Signature & Date	..... 1st Joint holder Signature & Date	..... 2nd Joint Holder Signature & Date
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# FORM OF PROXY

ANNUAL GENERAL MEETING

I/We .....

of .....

being a member/members of CIC Holdings PLC hereby appoint;

Shiran Harsha Amarasekera	of Colombo or failing him
Rusi Sohli Captain	of Colombo or failing him
Steven Mark Enderby	of Colombo or failing him
Jitendra Romesh Gunaratne	of Colombo or failing him
Mahinda Preethiraj Jayawardena	of Colombo or failing him
Don Tibertius Sujeewa Handapangoda Mudalige	of Colombo or failing him
Prawira Rimoe Saldin	of Colombo or failing him

.....  
as my/our Proxy to represent me/us and speak and vote for me/us on my/our behalf at the Annual General Meeting of the Company to be held at 9.00. a.m. on 30th June 2022 and at any adjournment thereof.

.....  
Date

.....  
Signature

## Instructions as to Completion

1. Perfect the Form of Proxy, after filling in legibly your full name and address, by signing in the space provided and filling in the date of signature.
2. The completed Form of Proxy should be deposited at the Registered Office of the Company at the undermentioned address or scanned and emailed to [agm@cic.lk](mailto:agm@cic.lk) not less than 48 hours before the time appointed for the holding of the meeting.

CIC House  
199, Kew Road  
Colombo 2

# FORM OF PROXY

ANNUAL GENERAL MEETING - Non-Voting (Class X) Shares

I/We .....

of .....  
being a holder/holders of Non Voting (Class X) shares of CIC Holdings PLC hereby appoint:

Shiran Harsha Amarasekera	of Colombo or failing him
Rusi Sohli Captain	of Colombo or failing him
Steven Mark Enderby	of Colombo or failing him
Jitendra Romesh Gunaratne	of Colombo or failing him
Mahinda Preethiraj Jayawardena	of Colombo or failing him
Don Tibertius Sujeewa Handapangoda Mudalige	of Colombo or failing him
Prawira Rimoe Saldin	of Colombo or failing him

.....  
as my/our Proxy to represent me/us and speak on my/our behalf at the Annual General Meeting of the Company to be held at 9.00 a.m. on 30th June 2022 and at any adjournment thereof.

Signed this ..... day of ..... Two Thousand and Twenty Two.

.....  
Date

.....  
Signature

## Instructions as to Completion

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**CIC House**  
199, Kew Road  
Colombo 2