

**JANASHAKTHI INSURANCE PLC**  
**(PB 307/PQ)**

**Circular to the Shareholders**

**Dear Shareholders,**

Subsequent to the issuance of guidelines by the Colombo Stock Exchange (“CSE”) on holding virtual shareholder meetings and in view of the currently prevailing social distancing guidelines and in compliance with applicable laws including the Health and Safety guidelines issued by the relevant authorities, the Board of Directors has decided to convene the Annual General Meeting (“AGM”) for the year 2020, virtually, using audio or audio and visual means in the manner set forth below;

1. The 27<sup>th</sup> AGM of Janashakthi Insurance PLC will be convened as a virtual meeting on Thursday, the 23<sup>rd</sup> day of July 2020, originating from the Boardroom of the Company at No. 75, Kumaran Ratnam Road, Colombo 02, at 1.00 p.m.
2. The AGM shall be held in compliance with the principles set out in the Guidelines issued by the CSE for the hosting of virtual AGM and the legal advice obtained thereon.
3. Only the key officials of the Company, including certain members of the Board, Director/Chief Executive Officer and Company Secretaries who is essential for the administration of the Meeting will be physically presented in the Boardroom. All others, including the shareholders, will participate in the Meeting via an online meeting platform.
4. Adequate arrangements will be made for shareholders who wish to participate in the AGM via the online meeting platform, with login information being forwarded to them well in advance of the meeting.

The login information is authorized only to use by shareholders or the proxyholders (in the case of individuals) and by authorised representatives (in the case of corporate shareholders). The Company shall not be responsible or liable for misuse and/or unauthorised use of the login information.

5. In order to enable the online meeting facilities as per 4 above, shareholders who wish to participate at the AGM are requested to register their details with the Company Secretaries via the below link, before 4.00 pm, on Monday, 20<sup>th</sup> July 2020.

<https://tinyurl.com/y7k5u518>

*Note: It is compulsory for the shareholders to register with their first names and last names to receive the link to join the AGM. The same names should be used to log in to participate in the AGM.*

6. Shareholders will be given the opportunity to raise any questions or make comments on the matters listed in the agenda of the Meeting. All individuals participating at the Meeting remotely through the online platform are required to first identify themselves before raising any questions or making comments as aforesaid.
7. Voting on the items on the agenda will be registered by using an online platform or a designated ancillary online application. All of such procedures will be explained to the shareholders prior to the commencement of the Meeting.
8. Shareholders are also reminded that they have a right to appoint a member of the Board to act as their proxy if they choose. Those shareholders who wish to appoint a director as his/her/its proxy must forward the duly completed Proxy Form clearly indicating their vote under each matter set out in the Proxy Form to the Company Secretaries as specified under section 5 of this circular so that their vote may be identified and recorded as if he/she/it were present at the Meeting.
9. Shareholders who are unable to participate at the Meeting via the designated online meeting platform are invited to forward their suggestions, questions and concerns relating to items on the agenda to the designated email address [agm2020@janashakthi.com](mailto:agm2020@janashakthi.com). The Board will ensure that they are discussed and addressed at the AGM, if relevant.
10. The Company will proceed to hold the AGM on 23<sup>rd</sup> July 2020 with the shareholders who wish to participate through the online platform irrespective of whether it is declared a public holiday or curfew is imposed on that day since the aforesaid measures will enable full participation at the meeting.
11. In view of the limited postal services operations and any disruptions therein that may take place, the notices pertaining to the 27th AGM of the Company will be published in daily newspapers/e-newspapers in Sinhala, Tamil and English languages. The Circular to the shareholders, notice of the meeting and the form of proxy will be made available on the Colombo Stock Exchange website ([www.cse.lk](http://www.cse.lk)), the Company's official website ([www.janashakthi.com](http://www.janashakthi.com)) and the Facebook page of the Company (<https://www.facebook.com/JanashakthiPLC>). For any queries relating to this circular, please contact our officials on +94 11 2145030 during normal office hours. The Board wishes to take this opportunity to thank the shareholders of the Company for their unwavering co-operation at all times.

By order of the Board,



**K H L CORPORATE SERVICES LIMITED**  
Secretaries

01<sup>st</sup> July 2020