

**ADMINISTRATIVE DETAILS FOR THE 65TH
ANNUAL GENERAL MEETING
PIRAMAL GLASS CEYLON PLC**

Dear Shareholder/s,

Considering the current global situation following to the COVID-19 pandemic, the Colombo Stock Exchange has advised companies to conduct Annual General Meetings with minimal physical participation & to encourage shareholders to join via virtual participation as much as possible. We also encourage & request you to participate this year AGM on virtual (online) platform as per details given below.

Arrangements will be made for shareholders to participate in the AGM via an online meeting platform, with log in information being forwarded well in advance of the meeting. In order to enable these facilities, we request you kindly to fill the attached Registration Form (Annexure 1) & email to **PGC.AGM2020@piramal.com** on or before 31st July 2020

However, the management will facilitate few shareholders who wish to attend physically on a first come first served basis. If you wish to attend so, we request you to fill the relevant details in attached Registration Form (Annexure 1) and email to **PGC.AGM2020@piramal.com** on or before 31st July 2020 since necessary arrangements to be made as per the prevailing health and safety guidelines.

The Notice of Meeting and accompanying Form of Proxy are attached herewith and will also be published on the Company website at **www.piramalglassceylon.com**

Shareholders are also reminded that you have the right to appoint a member of the Board to act as their proxy if they so choose. Those shareholders who wish to submit their proxies, must duly complete and forward the same to the given company address or to the below email address.

Shareholders are also requested to send their questions, suggestions, concerns (if any) to the undersigned to the below email address on or before 31st July 2020.

Email address; PGC.AGM2020@piramal.com

Ms.Sagarika Weeraparackrama
Company Secretary & Senior Manager Legal
Piramal Glass Ceylon PLC
148, Maligawa Road, Borupana
Ratmalana
Mobile; 0772070546

Membership No./CDS Account No/NIC

Annexure I

**PIRAMAL GLASS CEYLON PLC
65th ANNUAL GENERAL MEETING 2020
REGISTRATION OF SHAREHOLDER DETAILS**

To: PIRAMAL GLASS CEYLON PLC
148, Maligawa Road,
Borupana, Rathmalana.

1. Full Name of the Shareholder :

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2. Shareholder's Address :

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2. Shareholder's NIC No. / Passport No. / Co. Reg No.:

4. Shareholder's Contact No. (Residence):

5. Mobile:

6. Name of the Proxy Holder:

7. Proxy holder's NIC No. / Passport No. / Co. Reg No.:

8. Proxy holder's Contact No. (Residence) :

9. Mobile:

10. Shareholder's/ Proxy holder's **E-mail** :

11. Participation of the AGM Via an online platform: Yes / No.

12. Participation of the AGM Physically: Yes / No.

13. Name of Joint holder/s (If any): 1.

2.

14. National Identity card number/s of Joint holder/s:

1)

2)

.....
Shareholder's Date
Signature

.....
1st Joint holder's Date
Signature

.....
2nd Joint holder's Date
Signature

Note:

- Shareholders are requested to provide their email address in the space provided in order to forward the web link if they wish to view the proceedings through an online platform.
- In the case of a Company/Corporation, the shareholder details form must be under its Common Seal which should be affixed and attested in the manner prescribed by its Articles of Association.
- In the case of a shareholder details form signed by an Attorney, the Power of Attorney must be deposited at the Registered Office of the Company for registration.