





# NOTICE OF MEETING - ANNUAL GENERAL MEETING

Notice is hereby given that the Forty Third Annual General Meeting (AGM) of John Keells Holdings PLC will be held as a virtual meeting on 24 June 2022 at 10:00 a.m.

The business to be brought before the Meeting will be to:

1. read the Notice convening the Meeting.
2. receive and consider the Annual Report and Financial Statements for the Financial Year ended 31 March 2022 with the Report of the Auditors thereon.
3. re-elect as Director, Dr. S S H Wijayasuriya who retires in terms of Article 84 of the Articles of Association of the Company. A brief profile of Dr. S S H Wijayasuriya is contained in the Corporate Governance Commentary of the Annual Report.
4. re-elect as Director, Mr. J G A Cooray, who retires in terms of Article 84 of the Articles of Association of the Company. A brief profile of Mr. J G A Cooray is contained in the Corporate Governance Commentary of the Annual Report.
5. re-appoint the Auditors and to authorise the Directors to determine their remuneration.
6. consider any other business of which due notice has been given in terms of the relevant laws and regulations.

The Annual Report of John Keells Holdings PLC for 2021/22, is available on the:

- (1) Corporate Website – <https://keells.com/annual-reports>; and
- (2) The Colombo Stock Exchange - <https://www.cse.lk/pages/company-profile/company-profile.component.html?symbol=JKH.N0000>.

Members may also access the Annual Report and Financial Statements on their mobile phones by scanning the following QR code.



Should Members wish to obtain a hard copy of the Annual Report, they may send a request to the Company by filling the request form attached to the Form of Proxy. A printed copy of the Annual Report will be forwarded by the Company within eight (8) market days, subject to the prevailing circumstances at the time, from the date of receipt of the request.

By Order of the Board  
**John Keells Holdings PLC**

A handwritten signature in black ink, appearing to read 'S. Anura', written in a cursive style.

**Keells Consultants (Private) Limited**  
Secretaries

23 May 2022

## NOTICE OF MEETING - ANNUAL GENERAL MEETING

### Notes:

- i. A Member unable to attend is entitled to appoint a Proxy to attend and vote in his/her place.
- ii. A Proxy need not be a Member of the Company.
- iii. A Member wishing to vote by Proxy at the Meeting may use the Form of Proxy enclosed herein.
- iv. Members are encouraged to vote by Proxy through the appointment of a member of the Board of Directors to vote on their behalf and to include their voting preferences on the resolutions to be taken up at the Meeting in the Form of Proxy
- v. In order to be valid, the completed Form of Proxy must be lodged at the Registered Office of the Company not less than 48 hours before the Meeting.
- vi. A vote can be taken on a show of hands or by a poll. If a poll is demanded, each share is entitled to one vote. Votes can be cast in person, by proxy or corporate representatives. In the event an individual Member and his/her Proxy holder are both present at the Meeting, only the Member's vote is counted. If the Proxy holder's appointor has indicated the manner of voting, only the appointor's indication of the manner to vote will be used.
- vii. Instructions as to attending the virtual Meeting are attached.

# FORM OF PROXY - ANNUAL GENERAL MEETING

I/We..... of  
 .....being a  
 member/s of John Keells Holdings PLC hereby appoint  
 .....of  
 .....or failing him/her

- |   |                |
|---|----------------|
| MR. KRISHAN NIRAJ JAYASEKARA BALENDRA     | or failing him |
| MR. JOSEPH GIHAN ADISHA COORAY            | or failing him |
| MR. MOHAMED ASHROFF OMAR                  | or failing him |
| MR. DAMIEN AMAL CABRAAL                   | or failing him |
| MR. ANTHONY NIHAL FONSEKA                 | or failing him |
| MS. MARIE PREMILA PERERA                  | or failing her |
| DR. SHRIDHIR SARIPUTTA HANSA WIJAYASURIYA |                |

as my/our proxy to represent me/us and vote on my/our behalf at the Forty Third Annual General Meeting of the Company to be held on 24 June 2022 at 10:00a.m. and at any adjournment thereof, and at every poll which may be taken in consequence thereof.

I/We, the undersigned, hereby direct my/our proxy to vote for me/us and on my/our behalf on the specified Resolution as indicated by the letter "X" in the appropriate cage:

	FOR	AGAINST
To re-elect as a Director, Dr. S S H Wijayasuriya, who retires in terms of Article 84 of the Articles of Association of the Company.	<input type="checkbox"/>	<input type="checkbox"/>
To re-elect as a Director, Mr. J G A Cooray, who retires in terms of Article 84 of the Articles of Association of the Company.	<input type="checkbox"/>	<input type="checkbox"/>
To re-appoint the Auditors and to authorise the Directors to determine their remuneration.	<input type="checkbox"/>	<input type="checkbox"/>

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

.....  
 Signature/s of Shareholder/s

**NOTE:**

INSTRUCTIONS AS TO COMPLETION OF PROXY FORM ARE NOTED ON THE REVERSE.

# FORM OF PROXY - ANNUAL GENERAL MEETING

## INSTRUCTIONS AS TO COMPLETION OF PROXY

1. Please perfect the Form of Proxy by filling in legibly your full name and address, 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 No. 117, Sir Chittampalam A. Gardiner Mawatha, Colombo 2, or forwarded by fax to +94 11 243 9037, or e-mailed to *keellsconsultants@keells.com* no later than 48 hours before the time appointed for the convening of the Meeting.
3. If the Form of Proxy is signed by an Attorney, the relevant Power of Attorney should accompany the completed Form of Proxy for registration, if such Power of Attorney has not already been registered with the Company.
4. If the appointor is a company or corporation, the Form of Proxy should be executed under its Common Seal or by a duly authorised officer of the company or corporation in accordance with its Articles of Association or Constitution.
5. If this Form of Proxy is returned without any indication of how the person appointed as Proxy shall vote, then the Proxy shall exercise his/her discretion as to how he/she votes or, whether or not he/she abstains from voting.

Please fill in the following details:

Name : .....

Address : .....

.....  
.....

Jointly with : .....

Share Folio No. : .....

NIC No. : .....

# INSTRUCTIONS FOR REGISTRATION AND PARTICIPATION AT THE VIRTUAL ANNUAL GENERAL MEETING

JOHN KEELLS HOLDINGS PLC

## INSTRUCTIONS FOR REGISTRATION AND PARTICIPATION OF SHAREHOLDERS AT THE VIRTUAL ANNUAL GENERAL MEETING OF THE COMPANY TO BE HELD THROUGH AUDIO/VISUAL MEANS ON 24 JUNE 2022

Dear Shareholder,

The Board of Directors of the Company, having taken into consideration, the guidelines issued by Colombo Stock Exchange (CSE) on holding virtual shareholder meetings through audio/visual means and in conformity with the regulatory provisions of the Articles of Associations of the Company, have decided to hold the Annual General Meeting (AGM) of the Company as a virtual meeting through audio/visual means using an online platform in the manner set forth below.

1. Shareholders who wish to participate in the AGM through the online platform are required to complete and forward the 'Shareholder/Proxyholder Registration Form' annexed to this document as Annexure 1 together with a copy of the National Identity Card or Passport of the Shareholder/Proxyholder (if a Proxy is appointed) by registered post to the Registered Office of the Company, email it to [keellsconsultants@keells.com](mailto:keellsconsultants@keells.com) or forward it by fax to +94 11 243 9037, not less than 48 hours before the convening of the AGM. Shareholders are required to mandatorily provide their email address (or the email address of the Proxyholder) in the space provided in Annexure 1, in order to forward the web link, if they wish to participate in the AGM through the online platform. The registered Shareholders/Proxyholders are requested to join the AGM only on the digital platform through the weblink sent by the Company.
2. Shareholders who wish to submit proxies can duly complete the proxies as per the instructions given on the reverse of the Form of Proxy and send the same by registered post to the Registered Office of the Company or forward it by fax to +94 11 243 9037 or email to [keellsconsultants@keells.com](mailto:keellsconsultants@keells.com) not less than 48 hours before the convening of the AGM.
3. 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 with their voting preferences marked against each resolution to be taken up at the AGM.
4. It is recommended that Shareholders/Proxyholders join the AGM at least fifteen (15) minutes before the start of the AGM. The digital platform will be active thirty (30) minutes before the start of the AGM.
5. Voting on items listed on the Agenda will be registered by using an online platform. Shareholders/Proxyholders will be briefed on the procedure for voting prior to the commencement of the AGM.
6. All Shareholders/Proxyholders speaking at the AGM to vote, seek clarification or make a comment relevant to the AGM are required to identify themselves when speaking at the AGM.
7. Any Shareholder can forward his/her queries and clarifications relevant to the AGM, by registered post to the Registered Office of the Company, email to [keellsconsultants@keells.com](mailto:keellsconsultants@keells.com) or forward it by fax to +94 11 243 9037 not less than three (3) days before the convening of the AGM. Responses in respect of such queries and clarifications may be made before or during the course of the meeting.
8. The date fixed for the AGM will not be affected even if a public holiday or a curfew is declared on this date, as the AGM will be held virtually. In the event any further action is required to be taken by the Company in relation to the AGM, notification of such change would be by way of an announcement to the CSE.

By Order of the Board  
John Keells Holdings PLC



Keells Consultants (Private) Limited  
Secretaries

23 May 2022

# REGISTRATION FORM

# ANNEXURE 1

JOHN KEELLS HOLDINGS PLC

43<sup>rd</sup> ANNUAL GENERAL MEETING FOR THE YEAR ENDED 31 MARCH 2022

To: John Keells Holdings PLC  
117 Sir Chittampalam A. Gardiner Mawatha,  
Colombo 2

Full Name of the Shareholder:.....

Shareholder's Address:.....

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

Shareholder's Contact Nos: Residence:..... Mobile:.....

Shareholder's Email Address:.....

## IF PROXY IS APPOINTED

Full Name of Proxyholder:.....

Proxyholder's NIC No./Passport No:.....

Telephone Number: Residence:..... Mobile:.....

Email Address:.....

.....  
Shareholder's Signature

.....  
Date

## Notes:

- Please perfect the Registration Form by filling in legibly your full name, address, email, contact number, signing in the space provided and filling in the date of signature.
- If the Registration Form is signed by an Attorney, the relevant Power of Attorney should accompany the completed Registration Form, if such Power of Attorney has not already been registered with the Company.
- If the Shareholder is a company or corporation, the Form should be executed under its Common Seal or by a duly authorised officer of the company or corporation in accordance with its Articles of Association or Constitution.



# SUBMISSION OF THE ANNUAL REPORT TO SHAREHOLDERS

## John Keells Holdings PLC

(Company No PQ 14)

117, Sir Chittampalam A. Gardiner Mawatha, Colombo 2, Sri Lanka.

Dear Shareholder,

The Annual Report of John Keells Holdings PLC for 2021/22 will be available via the below links, once the Financial Statements ending 31 March 2022 are released to the Colombo Stock Exchange:

- (1) Corporate Website - <https://keells.com/annual-reports>; and
- (2) The Colombo Stock Exchange - <https://www.cse.lk/pages/company-profile/company-profile.component.html?symbol=JKH.N0000>.



The Annual Report and Financial Statements of John Keells Holdings PLC for 2021/22 can also be accessed by scanning the QR code alongside.

If you wish to have a printed copy of the Annual Report posted:

Kindly send a scanned copy of the completed Form of Request provided overleaf via e-mail to - [investor.relations@keells.com](mailto:investor.relations@keells.com)

You could also fax the completed Form of Request to fax number +94 11 230 6160, or post to -

Corporate Finance and Strategy Division,  
John Keells Holdings PLC  
117, Sir Chittampalam A. Gardiner Mawatha,  
Colombo 2,  
Sri Lanka.

The printed Report will be forwarded within eight (8) market days, subject to the prevailing circumstances at the time, from the receipt of the request.

Alternatively, you could collect a hard copy of the Annual Report from the Registered Office of the Company (from the Company Secretaries). Please see instructions overleaf.

Please contact Minuri Tissera on +94 11 230 6166 during normal office hours (8.30a.m. – 4.30p.m.) or email - [investor.relations@keells.com](mailto:investor.relations@keells.com) - if you have any queries on this matter.

Yours faithfully,

**For John Keells Holdings PLC**



**Keells Consultants (Private) Limited**

Secretaries

23 May 2022

# FORM OF REQUEST

TO: Corporate Finance and Strategy Division,  
John Keells Holdings PLC  
117, Sir Chittampalam A. Gardiner Mawatha,  
Colombo 2,  
Sri Lanka.

## REQUEST FOR A PRINTED VERSION OF THE 2021/22 ANNUAL REPORT OF JOHN KEELLS HOLDINGS PLC

I wish to request a printed version of the 2021/22 Annual Report of John Keells Holdings PLC.

The preferred method of collection, is indicated below as specified by the letter "X" in the appropriate cage:

Collection, in person, from the Registered Office of the Company  
*(Please collect from the Company Secretaries)*

Handover to the bearer of this Request Form, which is duly filled and  
signed, from the Registered Office of the Company  
*(Please collect from the Company Secretaries)*

Please mail it to my address given below.

My details are as follows:

Full Name of Shareholder	
Address	
Contact Number	
Share Folio No.	
NIC No.	
E-mail	

.....  
Date

.....  
Signature

# ANNUAL REPORT FEEDBACK FORM 2021/22

We would greatly appreciate any feedback that you may wish to provide on our Integrated Annual Report.

1. Personal details (optional)

Name \_\_\_\_\_

Organisation \_\_\_\_\_

Telephone \_\_\_\_\_ Email address \_\_\_\_\_

Postal address \_\_\_\_\_

2. What's the nature of your interest/association with John Keells Holdings PLC?

- Shareholder/Investor  
 Employee  
 Community  
 Media/Analyst  
 Industry Peer  
 NGO/Pressure Group  
 Customer  
 Supplier/Business Partner  
 Regulatory body  
 Other (Please specify) \_\_\_\_\_

3. How did you become aware of our Report?

- Delivered in electronic form  
 Printed form  
 Company Website  
 Colombo Stock Exchange  
 Other (Please specify) \_\_\_\_\_

4. Have you been aware of/had access to our previous Report(s)?

Yes  No

5. Do you think sufficient details with regard to the financial performance of the Group were covered in the Annual Report?

Yes  No

6. Do you think sufficient details with regard to the non-financial performance of the Group were covered in the Annual Report?

Yes  No

7. Do you think that we have clearly identified the Company's issues of concern?

Yes  No

8. After reading the Report, were you able to get a clear/better sense of how John Keells Holdings PLC is dealing with issues of concern?

Yes  No

9. Indicate the main areas of interest in the Report:

- Governance  
 Capital Management Review  
 Industry Group Review  
 Outlook  
 Financial Information  
 Other (Please specify the sub section) \_\_\_\_\_

10. Are you satisfied with regard to the relevancy of information?

Yes  No

11. Rate the Report

Poor  Satisfactory  Good  Excellent

12. Do you have any other comments / feedback / suggestions for the improvement of the Report?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Thank you,  
Please send the completed feedback form to:

Corporate Finance and Strategy Division  
John Keells Holdings PLC  
117 Sir Chittampalam A. Gardiner Mawatha,  
Colombo 2,  
Sri Lanka.  
Fax : +94 11 230 6160  
E-mail : [investor.relations@keells.com](mailto:investor.relations@keells.com)

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