

## **NOTICE TO ATTEND THE ANNUAL ORDINARY GENERAL MEETING**

The Board of Directors of Salalah Port Services Co. SAOG (the **Company**) invites shareholders to attend the annual ordinary general meeting (**AGM**) to be held on Thursday, 23 March 2023 at 5.00 pm, via electronic means for holding AGM's, which can be accessed from the website of Muscat Clearing and Depository Co. ([www.mcd.gov.om](http://www.mcd.gov.om)). If the quorum is not present to convene the AGM, another meeting will be held on Sunday, 26 March 2023 at 3:00 pm, via the aforementioned electronic platform, to discuss the following agenda:

### **AGM Agenda**

1. To consider and approve the Board of Directors' Report on the Company's activities and its financial status during the financial year ended 31 December 2022.
2. To consider and approve the Board of Directors' Report on the organization and management of the Company (Corporate Governance Report) during the financial year ended 31 December 2022.
3. To consider the Auditor's report and approve the financial statements (Balance Sheet and Profit & Loss Account) for the financial year ended 31 December 2022.
4. To disclose the distribution of dividends of 10 baiza per share to the shareholders registered with the Muscat Clearing and Depository Company SAOC as at the date of the AGM, for the financial year ended 31 December 2022.
5. To ratify the sitting fees payable to the Board of Directors for attending Board meetings and subcommittee meetings for the 2022 financial year and to determine the sitting fees for the 2023 financial year (as per attachment).
6. To consider and approve the proposed distribution of RO 150,000 being remuneration for the directors for the financial year ended 31 December 2022.
7. To disclose the transactions that the Company entered into with related parties during the financial year ended 31 December 2022 (as per attachment).
8. To disclose voluntary contributions which have been made to support community services during the financial year ended 31 December 2022 (as per Attachment).
9. To consider and approve setting aside RO 100,000 in support of community services during the financial year ending 31 December 2023.
10. To consider and approve the Board's Performance Report for the financial year ended on 31 December 2022 (as per the attachment)

11. To appoint the auditors for the financial year ending 31 December 2023 and determine their fees.
12. To elect two members of the Board of Directors of the Company to fill in the vacant seats (either a shareholder or non-shareholders).

Any person who wishes to be nominated shall complete the director's nomination form and submit it to the Company at least five days prior to the date of the meeting, i.e. no later than close of business on Thursday, 16th March 2023. The candidate must ensure compliance with the established criteria for membership to the Board of Directors.

In accordance with the Company's Articles of Association and the rules for convening general meetings via electronic means issued by the Capital Market Authority, we would like to draw your attention to the following:

- a. A legal (juristic) person, exclusively, shall have the right to appoint a natural person, as proxy, to attend the general meeting, and vote on decisions taken on his behalf using electronic means. Such natural person must have an investor number registered with the Muscat Clearing and Depository Company SAOC.
- b. Shareholders will be able to vote for the items set out in the agenda starting from 3 days prior to the meeting date up until the end of the voting process for that particular item presented in the agenda on the day of the meeting. If a shareholder acquires or disposes of shares before the date of the meeting, any votes it has already cast will be void and the shareholder will have to vote again on the day of the general meeting.

All invitees are requested to attend the meeting at least half an hour before the stated time.

For any queries relating to the above agenda, please contact Mrs. Eman Al Shahry (+968-224090890/ 99281812 or at [info@salalahport.com](mailto:info@salalahport.com)).

**Chairman**

**Auditors**

**Legal Advisor**