

SERENDIB LAND PLC – PQ 212

PROCEDURAL GUIDELINES TO BE FOLLOWED AT THE ANNUAL GENERAL MEETING OF THE COMPANY SCHEDULED FOR 28TH SEPTEMBER 2026

Dear Shareholder/s,

We refer to the Notice convening the Annual General Meeting of SERENDIB LAND PLC scheduled to be held as a virtual meeting (in terms of these Procedural Guidelines), at HQ Colombo (Level 4), No. 464A, T.B. Jayah Mawatha, Colombo 10 on **28th September 2026 at 3.00 p.m.** The Board of Directors have proposed to hold the said Annual General Meeting (AGM) on 28th September 2026 via audio or audio and visual technology means in the manner set forth below:

- 1) The AGM shall be held in compliance with the Companies Act, No.07 of 2007, the Articles of Association of the Company, on hosting of Annual General Meetings.
- 2) Only the Board of Directors, Company Secretary, Registrars, key management officials, representatives of the Auditors who are essential for the administration of the formalities of the meeting may be physically present. All others, including Shareholders, will participate via an online meeting platform (i.e. Zoom platform).
- 3) **INFORMATION ON PARTICIPATING THROUGH AUDIO VISUAL CONFERENCING**

Shareholders who are to participate in the meeting through audio or audio and visual means, are requested to deposit with us their details as per the attached Registration Form (Annexure 2) enclosed hereto not later than 4.45 p.m. on 26th September 2026 to the email address corporate@snlaw.lk or by fax to 0112692592 or handover to or post to the registered office of the Company.

We regret our inability to process any requests received after 4.45 p.m. on 26th September 2026.

- 3.1 If a Shareholder/Proxyholder is to participate at the AGM through audio visual conferencing via a smart phone, it is necessary for him/her to download the “**Zoom Mobile App**” to his /her smart phone. Similarly, if a Shareholder/Proxyholder wishes to join via a desktop computer, the link can be opened by downloading the “**Zoom Desktop App**” to the respective desktop computer (Compatible web browser: **Google Chrome**).
- 3.2 The Shareholders/Proxyholders are requested to use the web link which would be forwarded by the Company before the AGM and should click on “**Virtual AGM Registration**” in order to login to the meeting (Shareholder/ Proxyholders are strictly

advised to refrain from sharing the link with any third party or unauthorized person in any manner).

- 3.3 Upon clicking on the link forwarded by the Company, Shareholders/Proxyholders will be redirected to an interface where they will be requested to enter their **first name, last name, email address, re-enter the email address and National Identity Card Number** (participants are required to enter the correct details as mentioned in the **Registration Form (Annexure 2)** forwarded to the Company as any mismatch will be considered as an unsuccessful login)
- 3.4 At this point, all participants are requested to click on “**REGISTER**” which will be prompted on the screen enabling the participant to receive the login link. Participants are required to click on “**Virtual AGM Registration**”.
- 3.5 Shareholders/Proxy holders participating at the meeting through audio visual conferencing are required to identify themselves at the time of speaking at the AGM, during the time allotted for the participants to make any comments as directed by Chairman. At that point, the individual will be required to give his/her name, address and NIC number for the purpose of identification as shareholder/ proxy.
- 3.6 Voting on the items on the agenda will be registered by using an online eBallot platform. All of such procedures will be explained to the Shareholders prior to the commencement of the meeting.
- 4 Shareholders could also appoint a member of the Board to act as their proxy if they so choose. The Shareholders who wish to appoint a Director as his/her/its proxy must forward the duly completed Form of Proxy clearly indicating their vote under each matter set out in the Form of Proxy and forward same together with the **Registration Form (Annexure 2) enclosed hereto** to the Company not later than 4.45 p.m. on 26th September 2026.
- 5 We encourage the Shareholders to use the email address corporate@snlaw.lk to forward the said documents for timely submission of documents. Shareholders/Proxyholders will receive an email confirmation from the Company upon receipt of the required documents.
- 6 The Annual Report 2025/26 and the notice convening the AGM together with this procedure to be followed at the AGM will be couriered to the Shareholders.
- 7 Shareholders who are unable to participate at the virtual meeting via the designated online meeting platform (i.e. Zoom platform) are invited to forward their suggestions, questions and concerns (if any) relating to the items on the AGM agenda appearing in the Annual Report 2025/26 to the email address corporate@snlaw.lk not later than 4.45 p.m. on 26th September 2026. The Board will ensure that they are discussed and addressed at the AGM, if relevant.
- 8 The Company intends to proceed to hold the Annual General Meeting as planned on 28th September 2026, at 3.00 p.m., irrespective of whether it is declared a public holiday or curfew is imposed since the afore-said measures will enable participation at the meeting.

GENERAL DETAILS

We request the Shareholders/ Proxy holders who wish to participate at the AGM to forward the completed **Registration Form (Annexure 2) enclosed hereto** not later than 4.45 p.m. on 26th September 2026, in order to enable the Company to forward the login information to their Email Address given in the **Registration Form**.

PLEASE NOTE THAT SINCE THE AGM IS TO BE HELD ON A VIRTUAL BASIS, YOU ARE REQUIRED TO PROVIDE AN EMAIL ID IN THE REGISTRATION FORM ENCLOSED HERETO, FOR THE MEETING LINK(S) TO BE FORWARDED TO YOU. IN THE EVENT AN EMAIL ID IS NOT PROVIDED, YOU WILL NOT BE ABLE TO PARTICIPATE AT THE VIRTUAL AGM AS THE COMPANY WILL NOT BE ABLE TO FORWARD THE LINK(S) TO YOU.

Login and password information is strictly confidential and is intended only for the specific Shareholder and such access information should strictly not be divulged to any other person.

WE ADVISE YOU TO LOGIN 15 MINUTES PRIOR TO THE MEETING TO ENSURE CONNECTIVITY.

If you encounter any difficulty or are unable to use/access the online meeting platform for the AGM, you may contact us immediately.

The Company has taken adequate measures to ensure that a contingency plan exists to ensure that the AGM is conducted successfully in the event of a technical malfunction.

We have designated the following person to attend to your queries relating to this procedure. You may contact them any time between 9.00 a.m. to 4.30 p.m. on any working day [Monday to Friday] on 011-2103050 or via email to **corporate@snlaw.lk**

Ms. Thamali Jayasena: 011-2103050

By Order of the Board of
SERENDIB LAND PLC

4th September 2026