

CIRCULAR TO SHAREHOLDERS

Circular to Shareholders

Dear Shareholder(s),

PEOPLE'S LEASING & FINANCE PLC – ANNUAL REPORT FOR THE YEAR 2023/24

In Compliance with the guidelines of the Colombo Stock Exchange (CSE) in hosting of virtual/hybrid Annual General Meetings and in terms of Article No. 15(b) of the Articles of Association of the Company, the Twenty Eighth (28th) Annual General Meeting (AGM) of the Company will be held as a virtual meeting in the manner prescribed as follows:

GENERAL DETAILS

1. The Twenty Eighth (28th) Annual General Meeting (AGM) of the Company will be conducted via a virtual platform on 28th June 2024 at 10.00 a.m
2. The AGM shall be held in compliance with the Companies Act, No.07 of 2007, Articles of Association of the Company and the Colombo Stock Exchange (CSE) Guidance Note on hosting of virtual/hybrid Annual General Meetings.
3. Only the Board of Directors, Company Secretary, key management officials, representative of the Auditors and Legal Counsel (and Scrutinisers where applicable) and in-house shareholders/proxy holders who are essential for the administration of the formalities of the meeting will be physically present at the venue of the meeting in person and all other shareholders will participate in the meeting through audio and audio visual means.
4. Shareholders/Proxy holders who are to participate in the meeting through audio or audio and visual means, are requested to forward to us their details as per the Online Registration Form together with the Form of Proxy, as relevant not later than 48 hours prior to the meeting.
5. 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
6. 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 on the Annual Report to the email address arrequests@plc.lk at least 5 days before the meeting. The Board will ensure that they are discussed and addressed at the AGM, if relevant.

The Annual Report 2023/24 could be accessed via the following;

Corporate Website

<https://plc.lk/pdf/ar/plc-annual-report-2023-24-English.pdf>

The Colombo Stock Exchange

<https://www.cse.lk/pages/company-profile/company-profile.component.html?symbol=PLC.N0000>

By scanning the following QR code



In terms of CSE Listing Rule 7.5, if a shareholder makes a written request for a printed copy of the Annual Report, upon receipt of such written request, a printed copy of the Annual Report will be sent within eight (8) Market Days of such receipt, to any requesting shareholder. If you should require a printed copy of the said Annual Report, please provide us with a written request thereof on or before 28th June 2024. You may for this purpose complete and forward to us the attached Request Letter.

For any inquiries on the Annual Report, you may contact Ms. Nadeeka on telephone No.+94 11 2-631105 between 10.00 am and 4.00 pm on any working day or via email to nadeekag@plc.lk.

Enclosed herewith is the notice of meeting and the proxy form of the AGM. The notice and the proxy form, will also be made available on the above mentioned CSE website and the Company's official website.

The duly completed Form of Proxy must be deposited at the Registered office of the Company, No.1161, Maradana Road, Colombo 08, Sri Lanka or be emailed to arrequests@plc.lk or facsimile +94 11-2631190 not less than forty eight (48) hours before the time appointed for the holding of the meeting.

By order of the Board of People's Leasing & Finance PLC

Shaalini Silva
Company Secretary

Colombo
31st May 2024

Notes:

1. The login information is authorised only for the use of shareholders (in the case of individuals), proxy holders and by the authorised representatives (in the case of corporates). THE COMPANY SHALL THEREFORE WILL NOT BE LIABLE FOR MISUSE AND/OR UNAUTHORISED USE OF THE LOG IN INFORMATION;
2. In case of proxy holders, please note that the login information will only be shared with those in whose favour a valid proxy has been submitted by the shareholder;
3. Voting in respect of the items of business of the agenda will be by using an online platform. The relevant voting procedure will be explained to the shareholders at the meeting