

05th June 2024

Mr. Renuke Wijayawardhane
Chief Regulatory Officer
Colombo Stock Exchange
#04-01, West Block
World Trade Centre
Echelon Square
Colombo 01

Dear Sir,

OFFICE EQUIPMENT PLC – COMPLIANCE WITH LISTING RULES OF THE COLOMBO STOCK EXCHANGE

Compliance with Committee Composition

With reference to the announcement dated May 27, 2024, pertaining to the reconstitution/formation of board sub-committees disclosed by PW Corporate Secretarial (Pvt) Ltd, we hereby confirm that the composition of the committees is now in compliance with the Corporate Governance Requirements as detailed below.

	Details of compliance	Minimum number of Directors as per Listing Rule	Current status (number of Directors)
01	Composition of the Audit Committee	minimum of three Directors, out of which a minimum of two or a majority of the members, whichever is higher, shall be Independent Directors.	03 Independent Non-Executive Directors
02	Composition of the Remuneration Committee	A minimum of three Directors, out of which a minimum of two members shall be Independent Directors.	03 Independent Non-Executive Directors
03	Composition of the Related Party Transactions Review Committee	A minimum of three Directors, out of which a minimum of two members shall be Independent Directors.	03 Independent Non-Executive Directors

Declaration

Office Equipment PLC hereby declares that the Listed Entity has now complied with the Corporate Governance Requirements set out in Section 9 of the Listing Rules to the extent disclosed above.

Yours faithfully,

By order of the board of Office Equipment Plc
Businessmate (Private) Limited

BUSINESSMATE (PRIVATE) LIMITED
SECRETARIES PV 8017



DIRECTOR
Director/Secretaries