



P W Corporate Secretarial (Pvt) Ltd

(Company Registration No. PV 65966)

November 24, 2020

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 – RETIREMENT / APPOINTMENT OF CHAIRMAN / MANAGING DIRECTOR

In terms of Section 8 of the Listing Rules, it is hereby disclosed that:

1. Mr. W N S Canagaratne, Executive Chairman / Managing Director, retired from the Board of Directors of Office Equipment PLC with effect from 20th November 2020.

In terms of Rule 7.8 (b) it is further disclosed that Mr. W N S Canagaratne held 18,710 shares in the Company as at date.

2. Mr. L I Ratnasabapathy who currently serves as an Executive Director of the Company, was appointed as the Chairman/Managing Director of the Company with effect from 20th November 2020.

In terms of Rule 7.8(b) it is further disclosed that Mr. L I Ratnasabapathy does not have any relevant interest in shares issued by the Company.

Yours faithfully

**BY ORDER OF THE BOARD OF OFFICE EQUIPMENT PLC
P W CORPORATE SECRETARIAL (PVT) LTD**

Neelika Subainginghe
Director / Secretaries

NS/ms

