

Supplementary Notice

Commercial Bank of Ceylon PLC (PQ 116)

Dear Shareholder/s,

We refer to the Notice of the Fifty-First (51st) Annual General Meeting (the 'AGM') of Commercial Bank of Ceylon PLC (the 'Company') and the Circular to Shareholders dated 5th March 2020 which were issued along with the Annual Report - 2019 and subsequent announcement made to Colombo Stock Exchange (CSE) on 20th March 2020 and issue of notices in e-newspapers postponing the AGM of the Company which was scheduled to be held on 30th March 2020 at 3.00 p.m. at Galadari Hotel, Colombo 01, in order to comply with health and safety guidelines issued by the authorities in view of the COVID-19 pandemic prevailing in the country.

(Aforementioned documents are available on the CSE website - www.cse.lk)

Date of the re-scheduled Fifty – First (51st) AGM

Notice is hereby given that the Fifty-First (51st) AGM of the Company has been re-scheduled and will be held as a 'Virtual Meeting' on 25th June 2020 at the Auditorium of Commercial Bank of Ceylon PLC, 9th Floor, Union Place Branch Building, No. 1, Union Place, Colombo 2 at 11.00 a.m. in order to transact the business set out in the Notice of Meeting dated 5th March 2020 in accordance with the guidelines issued by CSE.

The Board of Directors, Company Secretary, Company's Auditor, Lawyers to the Company and Registrars of the Company will assemble at the place specified above.

Shareholders/Proxyholders who wish to participate at the meeting through audio or audio and visual means are required to submit the following information before 15th June 2020 to enable the Company to share the meeting login:

- (a) Full Name of Shareholder/Proxyholder (if applicable)
- (b) Shareholder's/Proxyholder's National Identity Card/Passport No/Company Registration No.
- (c) CDS Account No.
- (d) Address of the Shareholder/Proxyholder (if applicable)
- (e) Contact Telephone No/s of Shareholder/Proxyholder (if applicable)
- (f) e-mail address of Shareholder/Proxyholder (if applicable)

For Shareholders who wish to submit their Forms of Proxy, the format thereof has been uploaded to CSE website (www.cse.lk) and Company's website (www.combank.net) which can be duly completed as per the instructions given therein.

The duly completed Forms of Proxy must be deposited at the registered office of the Company, "Commercial House", No.21, Sir Razeek Fareed Mawatha, Colombo 01 or forwarded by e-mail to companysecretary@combank.net or Facsimile to 0112332317 in order to enable the Company to receive same not less than Forty Eight (48) hours before the time appointed for the holding of the AGM. The duly

Commercial Bank of Ceylon PLC (Reg No. PQ 116), Commercial House, No. 21, Sir Razik Fareed Mawatha, P.O. Box 856, Colombo 01, Sri Lanka.

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Information Centre : +94 (0)11 2 353 333, 7 353 333

Telebanking : +94 (0)11 2 336 633

Web : www.combank.lk

SWIFT Code : CCEYLKX

completed Forms of Proxy already submitted by Shareholders will be considered as valid proxies unless a Shareholder revokes the same with a notice forwarded to companysecretary@combank.net at least Forty Eight (48) hours prior to the AGM or re-submits a further proxy as set out in this paragraph.

Shareholders who are unable to participate via the online meeting are encouraged to duly complete the Form of Proxy clearly setting out their preferences of vote under each matter set out there in and to appoint one of the Independent Directors of the Company to act on their behalf.

Log in information for the virtual meeting will be forwarded in advance to Shareholders/Proxyholders who submit the required information stated above. The login information is authorized only for the use by individual Shareholders/Proxyholders and authorized representatives in case of institutional Shareholders. The Company will not be responsible or liable for the misuse of such login information.

All individuals participating at the meeting through audio or audio and visual means are required to identify themselves by providing his/her name and National Identity Card number in order to facilitate identification of the Shareholder or a Proxyholder at the time of voting, and are requested to identify themselves by providing their names when speaking at the AGM during the time allotted for comments by Shareholders as directed by the Chairman.

Notices pertaining to the re-scheduling of the Fifty- First (51st) AGM of the Company will be published in one issue of a daily newspaper/e-newspaper in the Sinhala, Tamil and English languages. This Supplementary Notice will also be published on the CSE website (www.cse.lk) and the Company's website (www.combank.net) along with the Forms of Proxy for voting and non-voting Shareholders.

The Shareholders who are unable to participate at the AGM via audio or audio and visual means could forward their queries, if any, to companysecretary@combank.net before the AGM and the responses to same will be included in the minutes of the meeting.

Dividend Payment

For the purpose of payment of the Final Dividend (Scrip Dividend) the "Dividend Entitlement Date" shall be 25th June 2020 and the "Ex-Dividend Date" shall be 26th June 2020.

All provisions in the Circular to Shareholders dated 5th March 2020 shall apply for the proposed Scrip Dividend, subject to Shareholders approval.

By Order of the Board



R A P Rajapaksha
Company Secretary

For any queries regarding the Supplementary Notice please contact any of the following Officers of the Company;

- *Mr Pramith Rajapaksha (Company Secretary) – 0112486070*
- *Mr Mihindu Perera (Manager) – 0112486071*
- *Ms Narmada Wijesundara (Executive Officer) - 0112486073*