



## **Butwal Power Company Limited** **Notice for the 19<sup>th</sup> Annual General Meeting**

**Dear Shareholder,**

As per the decision of the meeting of the Board of Directors held on December 23, 2011, the 19<sup>th</sup> Annual General Meeting of this Company is going to be held on following date, time and venue to discuss on the following agenda. You are kindly requested to attend or duly nominate your proxy in the annual general meeting.

### **Date, Time and Venue of the Annual General Meeting**

Date: Tuesday Magh 3, 2068 (January 17, 2012)  
Venue: Star Venue, Narayan Chour (Next to Sai Baba Temple) Naxal, Kathmandu  
Time: 11 A.M.

### **Agenda for Discussion:**

1. To discuss the Board of Directors' Report and approval thereof.
2. To discuss the Audit Report, Balance Sheet, Profit and Loss Account and Cash Flow Statement for F/Y 2067/68 and approve them.
3. To appoint Auditor for F/Y 2068/69 and fix his remuneration as per the recommendation of the Audit Committee.
4. To approve cash dividend equivalent to 25% of the paid up capital as recommended by the Board of Directors.
5. Special Proposal: Amendment in Memorandum of Association to increase Issued Capital of the Company.
6. Any other business

### **General information regarding General Meeting**

1. The Shareholders' Registration Book shall remain closed for registration and transfer of share from Tuesday, January 3, 2012 to Tuesday, January 17, 2012.
2. Any shareholder desirous to nominate proxy should fill up proxy form as to nominate a person to represent all the shares held by him/her and the proxy form should be submitted to the registered office of the company located at Buddha Nagar, Baneshwor at least 72 hours before i.e. January 13, 2012 at 5.00 p.m. The proxy will be invalid if names of shareholder, number of shares held and signature of shareholder are not matched.
3. In the event of nomination of proxy for more than two persons, the proxy registered first shall be valid unless the matter for cancellation of such proxy is mentioned in the later registered proxy.
4. If a shareholder nominating proxy attends him/herself in the general meeting through written notification, the proxy shall be cancelled.
5. The attendance book of the general meeting shall remain open from 10.00 am on the meeting date. Arrangement for recording the attendance will be made based on the identification

- (shareholder) number and the Shareholders are requested to carry the document like share certificate, certificate of citizenship or license etc. compulsorily for their identification.
6. In the event of shares are held by any institution or company, the person nominated by such institution or company may participate in the general meeting as shareholder.
  7. Any shareholder desirous to enter the agenda for discussion under the any other business shall have to submit in writing to the Chairman of the Board of Directors at least seven days before the general meeting.
  8. It is requested to contact in the registered office of the company at Buddha Nagar, Baneshwor, Kathmandu or NMB Capital Ltd., Babarmahal, Kathmandu for other information.

**As per the instruction of the Board of Directors**  
**Company Secretary**