

## NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 51<sup>st</sup> Annual General Meeting of Guinness Ghana Breweries PLC will be held on 25<sup>th</sup> October 2023 at 10 o'clock in the morning for the following purposes:

### **AGENDA**

1. To receive the report of the Directors, the Financial Statements for the year ended 30th June 2023 and the Report of the Auditors thereon.
2. To declare a dividend
3. To re-elect Directors retiring by rotation.
4. To elect Directors following appointment to the Board.
5. To authorize the Directors to fix the remuneration of the Auditors for the 2024 Financial Year.
6. To approve non-Executive Directors' fees

A member of the Company entitled to attend and vote, is entitled to appoint a proxy to attend and vote instead of him or her. A proxy need not also be a Member. A proxy form is attached and for it to be valid for the purpose of the Meeting, it must be completed and deposited at the Registrars', Universal Merchant Bank Ghana Limited's offices not less than 48 hours before the meeting.

**Dated 16 August 2023**

By order of the Board  
Kelvin Koranteng Boateng  
Company Secretary

### **NOTES**

#### ***Virtual Attendance***

1. This Annual General Meeting (AGM) of Shareholders shall be held virtually. Virtual attendance shall be by online participation by accessing [www.guinnessghanaagm.com](http://www.guinnessghanaagm.com)

#### ***Proxy and Proxy Forms***

2. A Shareholder entitled to attend and vote at the Annual General Meeting may appoint a proxy to attend virtually and vote on his/her behalf. Such a proxy need not be a Shareholder of the Company.

3. The appointment of a proxy will not prevent a Shareholder from subsequently attending and voting at the meeting virtually. Where a Shareholder himself/herself attends the meeting, the proxy appointment shall be deemed to be revoked.
4. A copy of the Proxy Form can be downloaded from the website [www.guinnessghanaagm.com](http://www.guinnessghanaagm.com) and may be filled and sent via email to [harriet.antwi@myumbbank.com](mailto:harriet.antwi@myumbbank.com) or deposited at the registered office of the Registrars of the Company, **Universal Merchant Bank, ACCRA MAIN, OPPOSITE THE GHANA RAILWAYS – OKAISHIE, ACCRA. P.O. BOX GP 401, ACCRA-GHANA**; to arrive no later than 48 hours before the appointed time for the meeting.
5. The 2023 Audited Financial Statements can be found in the Annual Reports Booklet which may be viewed by visiting [www.guinnessghanaagm.com](http://www.guinnessghanaagm.com).
6. Shareholders are encouraged to send in any questions in advance of the AGM by emailing them to [HARRIET.ANTWI@MYUMBBANK.COM](mailto:HARRIET.ANTWI@MYUMBBANK.COM). Answers to the questions will be provided at the AGM.
7. **Accessing and Voting at the AGM:**
  - 7.1. Access to the meeting will be made available for those joining virtually from 9:00 am on the 25<sup>th</sup> of October 2023. Kindly note however that the AGM shall commence at 10:00 am. Access to the AGM virtually is available by visiting [www.guinnessghanaagm.com](http://www.guinnessghanaagm.com).
  - 7.2. A unique token number will be sent to Shareholders by email and/or SMS from **4<sup>th</sup> of October, 2023** to grant access to the AGM. Shareholders who do not receive this token may contact the registrars at [HARRIET.ANTWI@MYUMBBANK.COM](mailto:HARRIET.ANTWI@MYUMBBANK.COM); or [EMMANUEL.ODUM@myumbbank.com](mailto:EMMANUEL.ODUM@myumbbank.com); [EUGENIA.OTIS@MYUMBBANK.COM](mailto:EUGENIA.OTIS@MYUMBBANK.COM) or call 0302 226112/220952 from 16<sup>th</sup> October 2023, but before the date of the AGM, to be sent the unique token.
  - 7.3. Shareholders who do not submit proxy forms to [HARRIET.ANTWI@MYUMBBANK.COM](mailto:HARRIET.ANTWI@MYUMBBANK.COM) prior to the meeting, may vote electronically during the AGM using their unique token number.
  - 7.4. Shareholders participating in the AGM virtually, may dial USSD code [**\*899\*3#**] to cast their votes. Further assistance on accessing the meeting and voting electronically can be found on [www.guinnessghanaagm.com](http://www.guinnessghanaagm.com).