



# Additional Information on the Annual General Meeting Proceedings

Share code ABBL ISIN BW 000 000 0025 (Incorporated in the Republic of Botswana) ("Absa" or "the Company")

Further to the Annual General Meeting ("AGM") of Shareholders Notice published on the 5th of June 2020, this notice serves to provide additional information on the proceedings of the 34th AGM of Absa Bank Botswana Limited ("the Company"). In the AGM Notice, the Company had informed shareholders that the AGM will be held by means of audio or audio and video communications. This notice now summarises what this means in concrete terms and what consequences it will have for the Company's shareholders below.

## 1. What does it mean to hold the AGM by audio or audio and video communications?

This means that the AGM will be held without the physical presence of shareholders or their proxies.

## 2. Why is the Company holding a virtual AGM?

Due to the COVID-19 pandemic, and restrictions put in place by the Government of the Republic of Botswana regarding the maximum number of attendees at physical meetings and social distancing minimum requirements, the company has decided to hold the 34th AGM as an audio or audio and video communication AGM in order to protect its shareholders, employees, service providers and other stakeholders.

## 3. How will the AGM take place?

The AGM will be conducted via the Microsoft Teams Meeting Application. Shareholders who wish to participate should send their email addresses by email to [spencer.moreri@absa.africa](mailto:spencer.moreri@absa.africa) or [botheпа.mogalakwe@absa.africa](mailto:botheпа.mogalakwe@absa.africa) by end of business on Thursday 25th June 2020. The Company will then send an electronic invitation to those shareholders who wish to join the meeting. The email will also be accompanied by additional documentation and/or information pertaining to the AGM proceedings. Shareholders are also advised also visit the company's website or the Botswana Stock Exchange website to view the AGM Notice and supporting documentation.

## 4. What time is the AGM?

The time and date of the AGM will be at 12.20pm Botswana time on Monday 29 June 2020.

## 5. How can shareholders participate in the virtual AGM?

The agenda and proposed resolutions are as contained in the AGM Notice and circular that can be accessed on the Botswana Stock Exchange website. Prior to the Annual General Meeting, shareholders will have the opportunity to submit questions electronically to the company's Board of Directors ("the Board"). All questions should be sent by email to Mr Spencer Moreri at [spencer.moreri@absa.africa](mailto:spencer.moreri@absa.africa) or Ms Bothepa Obuseng at [botheпа.mogalakwe@absa.africa](mailto:botheпа.mogalakwe@absa.africa). Whilst Shareholders can also ask questions during the virtual AGM, shareholders are encouraged to submit their questions in advance. All questions submitted in advance will be responded to by email prior to the meeting. The Company's Board and Management will answer all questions.

## 6. How can shareholders vote in the virtual AGM?

Whilst Shareholders may exercise their right to vote at the AGM by signalling their assent or dissent to resolution by voice, shareholders are requested to vote in advance of the meeting by way of appointing the Company Secretary as proxy to speak and to vote in his/her stead. This will ensure that each shareholder is able to vote even if they are not able, for whatever reason, to participate at the AGM by audio or audio and video communication. A proxy form containing the various resolutions to be voted on is annexed to this notice and is also available in the Annual Report, the Botswana Stock Exchange Website and the Company website and is annexed. You are kindly reminded to read the AGM Notice for the details of the resolutions to be voted on. Further proxy forms are available at the office of the Company Secretary at Absa Bank Botswana Limited, Plot 74358, Building 4, Prime Plaza, Central Business District, Gaborone. Completed proxy forms must be emailed to [botheпа.mogalakwe@absa.africa](mailto:botheпа.mogalakwe@absa.africa) or [yonta.leburu@absa.africa](mailto:yonta.leburu@absa.africa) before end of business on 23 June 2020.

## 7. Where can shareholders find further information on the AGM?

Detailed information in connection with the AGM can be found on the Botswana Stock Exchange website. Shareholders can also contact Mr Spencer Moreri at 267 3686020 or 267 71372437.

By order of the Board

**Kealeboga N Bojosi**  
Company Secretary

<sup>1</sup> +267 71372437 or 267 3686020

<sup>2</sup> <https://www.absa.co.bw/>

<sup>3</sup> [https://www.bse.co.bw/listed\\_companies/listed.php?company=ABBL](https://www.bse.co.bw/listed_companies/listed.php?company=ABBL)

<sup>4</sup> [https://www.bse.co.bw/listed\\_companies/listed.php?company=ABBL](https://www.bse.co.bw/listed_companies/listed.php?company=ABBL)

<sup>5</sup> [https://www.bse.co.bw/listed\\_companies/listed.php?company=ABBL](https://www.bse.co.bw/listed_companies/listed.php?company=ABBL)

<sup>6</sup> [https://www.bse.co.bw/listed\\_companies/listed.php?company=ABBL](https://www.bse.co.bw/listed_companies/listed.php?company=ABBL)