

Notice of Annual General Meeting

Notice is hereby given that the Annual General Meeting of Sefalana Holding Company Limited will be held virtually via Microsoft Teams, on Friday 30 October 2020 at 16H00 for the purpose of transacting the following business:

Ordinary business

1. Ordinary Resolution 1:

To adopt the Notice and Agenda of the meeting.

2. Ordinary Resolution 2:

To receive, consider and adopt the Group's audited consolidated financial statements for the year ended 30 April 2020 together with the Directors' and Auditor's reports thereon.

3. Ordinary Resolution 3:

To ratify the dividends declared and paid during the period being a gross interim dividend of 10 thebe per ordinary share paid to shareholders on 26 February 2020 and a gross final dividend of 27.5 thebe per ordinary share paid to shareholders on 26 August 2020.

4. Ordinary Resolution 4:

To approve the remuneration of the Executive Directors for the year ended 30 April 2020 as required by the Articles of Association and as detailed in note 12 of the financial statements and in the Corporate Governance Report.

5. Ordinary Resolution 5:

To approve the remuneration of the Non-Executive Directors for the year ended 30 April 2020 as required by the Articles of Association and as detailed in note 12 of the financial statements and in the Corporate Governance Report.

6. Ordinary Resolution 6:

To approve the remuneration of the Auditors for the year ended 30 April 2020 as disclosed in note 11 to the financial statements.

7. Ordinary Resolution 7:

To approve the appointment of Deloitte & Touche as Auditors for the ensuing financial year.

8. Ordinary Resolution 8:

To ratify the appointment of Ms Susanne Swaniker-Tetty as an Independent Non-Executive Director with effect from 1 October 2020.

9. Ordinary Resolution 9:

To ratify the appointment of Mr Moatlhodi Sebabole as an Independent Non-Executive Director with effect from 1 October 2020.

10. Ordinary Resolution 10:

To consider and approve, publishing and circulating the 2021 and future annual reports in electronic format only.

11. Matters For Noting

11.1. To note the resignation of Dr Keith Robert Jefferis from the Board with effect from 31 May 2020.

11.2. To note the retirement of Mr Reginald Mootiemang Motswaiso who retires in accordance with the Articles of Association with effect from 30 October 2020.

11.3. To note the retirement of Mr Elias Moyo Dewah who retires in accordance with the Articles of Association with effect from 30 October 2020.

11.4. To note the retirement of Dr Ponatshego H K Kedikilwe who retires in accordance with the Articles of Association with effect from 30 October 2020.

12. Any Other Business

To transact such other business as may be transacted at an Annual General Meeting.

Voting and Proxies

A member entitled to attend and vote at the above mentioned meeting is entitled to appoint a proxy to attend and speak and, on a poll, to vote in his / her/ its stead. A proxy need not be a member of the Company.

Proxy forms must be deposited or received at Sefalana Head Office, Plot 10038, Corner of Nelson Mandela Drive and Kubu Road, Broadhurst Industrial Site, Private Bag 0080, Gaborone, not less than 48 hours before the meeting.

Meeting Procedures

Shareholders wishing to attend the meeting should send their names and email addresses to companysecretary@sefalana.com. For administrative purposes, shareholders are requested to send their details no later than Monday 26 October 2020.

By order of the board



Gofaone Senna
Group Company Secretary
28 September 2020

Form of Proxy

For completion by holders of ordinary shares

PLEASE READ THE NOTES OVERLEAF BEFORE COMPLETING THIS FORM.

For use at the Annual General Meeting of ordinary shareholders of Sefalana Holding Company Limited to be held virtually via Microsoft Teams on Friday 30 October 2020 at 16H00.

I/We

(name/s in block letters)

of

(address)

Appoint (see note 1):

1. _____ or failing him / her, _____

2. _____ or failing him / her, _____

3. the Chairman of the Meeting, _____

as my / our proxy to act for me / us at the General Meeting which will be held for the purpose of considering and if deemed fit, passing, with or without modification, the resolutions to be proposed thereat and at each adjournment thereof, and to vote for or against the resolutions and / or abstain from voting in respect of the ordinary shares registered in my / our name in accordance with the following instructions (see note 2):

		Number of ordinary shares		
		For	Against	Abstain
1.	Ordinary resolution number 1			
2.	Ordinary resolution number 2			
3.	Ordinary resolution number 3			
4.	Ordinary resolution number 4			
5.	Ordinary resolution number 5			
6.	Ordinary resolution number 6			
7.	Ordinary resolution number 7			
8.	Ordinary resolution number 8			
9.	Ordinary resolution number 9			
10.	Ordinary resolution number 10			

Signed at

on

2020

Signature _____

Assisted by (where applicable) _____

Each shareholder is entitled to appoint one or more proxies (who need not be member/s of the company) to attend, speak and vote in place of that shareholder at the General Meeting.

Please read the accompanying notes.

Notes to Form of Proxy

1. A Shareholder may insert the names of two alternative proxies of the Shareholder's choice in the space provided, with or without deleting "the Chairman of the General Meeting." The person whose name appears first on the form of proxy, and whose name has not been deleted will be entitled to act as proxy to the exclusion of those whose names follow.
2. A Shareholder's instructions to the proxy must be indicated by the insertion of the relevant number of votes exercisable by the Shareholder in the appropriate space provided. Failure to comply herewith will be deemed to authorise the proxy to vote at the General Meeting as he / she deems fit in respect of the Shareholder's votes exercisable thereat, but where the proxy is the Chairman, failure to comply will be deemed to authorise the proxy to vote in favour of the resolution. A Shareholder or his / her / its proxy is obliged to use all the votes exercisable by the Shareholder or by his / her / its proxy.
3. The completion and lodging of this form will not preclude the relevant Shareholder from attending the General Meeting and speaking and voting in person thereat to the exclusion of any proxy appointed in terms hereof should such Shareholder wish to do so.
4. The Chairman of the General Meeting may reject or accept any form of proxy not completed and / or received other than in accordance with these notes provided that he is satisfied as to the manner in which the Shareholder concerned wishes to vote.
5. An instrument of proxy shall be valid for the General Meeting as well as for any adjournment thereof, unless the contrary is stated thereon.
6. A vote given in accordance with the terms of a proxy shall be valid, notwithstanding the previous death or insanity of the Shareholder, or revocation of the proxy, or of the authority under which the proxy was executed, or the transfer of the Ordinary Shares in respect of which the proxy is given, provided that no intimation in writing of such death, insanity or revocation shall have been received by the Company not less than one hour before the commencement of the General Meeting or adjourned General Meeting at which the proxy is to be used.
7. The authority of a person signing the form of proxy under a power of attorney or on behalf of a Company must be attached to the form of proxy, unless the authority or full power of attorney has already been registered by the Company or the Transfer Secretaries.
8. Where Ordinary Shares are held jointly, all joint Shareholders must sign.
9. A minor must be assisted by his / her guardian, unless the relevant documents establishing his / her legal capacity are produced or have been registered by the Company.
10. Proxy forms must be received either at the Registered office at Plot 10038, corner of Nelson Mandela Drive and Kubu Road, Broadhurst Industrial Site, Private Bag 0080, Gaborone or at the Transfer Secretaries Office at Unit 206, Building 1, Showgrounds Close, Plot 64516, P. O. Box 1583 AAD, Poso House, Gaborone, Botswana.