

ARTICLES OF ASSOCIATION

OF

ABC (PVT) LTD

1. The Company has adopted the articles of Association hereinafter set forth to the exclusion of the articles of association set out in the First Schedule to the Companies Act No. 7 of 2007 (hereinafter referred to as "model articles") and accordingly the model articles shall not apply to the Company.

A. INTERPRETATION

2. In the interpretation of these Articles, the following words and expressions shall have the respective meanings given against each such word unless such meanings are inconsistent with or repugnant to the subject or context.

"Articles" mean these Articles of Association, as may be amended from time to time.

"Board" and "Board of Directors" means the directors of the Company who number not less than the required quorum acting together as a board of directors.

"Company" means ABC (Pvt) Ltd.

"Director" or "Directors" means a director or the directors (as the case may be) for the time being of the Company, including where the context so requires or admits alternate directors, and the directors assembled at a Board meeting.

"dividend" means a distribution out of the profits of the Company.

"in writing" and "written" includes printing and other such modes of representing or reproducing words in a visible form.

"month" means a calendar month.

"presence or present" with regard to a shareholder at a meeting means presence or present personally or by proxy or by attorney duly authorized.

"registered office" means the registered office for the time being of the Company.

"shares" mean shares issued by the Company.

"secretary" or "secretaries" include any individual, firm or company appointed by the Board to perform any of the duties of the secretary.

“stated capital” means the total of all amounts received by the Company or due and payable to the Company in respect of the issue of shares and in respect of calls on shares.

“the Act” means and includes the Companies Act No. 7 of 2007 as amended or modified from time to time or another Act of Parliament enacted to govern Companies.

“working day” means a day other than Saturday, Sunday or a public holiday.

“year” means a calendar year.

Subject to the aforewritten, words or expressions defined in the Act shall, if not inconsistent with the subject or context bear the same meaning in the Articles.

In the interpretation of these Articles, words importing the masculine gender only shall include the feminine gender and words importing the singular number only shall include the plural number and vice versa and words importing persons shall include corporations.

B. OBJECTIVES

The object for which the Company is established are:-

- (1) To offer Registered Company Secretarial services to local and foreign companies registered with the Registrar General’s Department of Sri Lanka, including the maintenance of statutory records, preparation of board resolutions, and ensuring compliance with corporate governance standards.
- (2) To assist, advise, and prepare business documents related to business formation, company incorporation, partnerships etc including cross-border business formation services.
- (3) To assist local and foreign businesses with opening of business and corporate bank accounts in Sri Lanka and abroad, including providing guidance on the necessary documentation, compliance with banking regulations, and facilitating the account setup process.
- (4) To offer comprehensive trademark agent services for local and international businesses filing trademark applications, including trademark search, advice, preparation, filing, and management of documents related to trademark applications.
- (5) To serve as an intellectual property agent, advising on and preparing legal documents related to patents, copyrights, and other IP rights, and representing clients in IP-related matters.
- (3) To provide tax consultancy services to individuals and entities, including local and international tax planning, preparation, and filing of tax returns, and to act as a tax agent for individuals and entities.

- (4) To provide all accounting and bookkeeping services to local and international businesses, including the preparation and maintenance of accounting records, preparation of final accounts, and ensuring compliance with accounting standards and regulations.
- (5) To provide employment law advice and representation in labor disputes, ensuring compliance with employment laws and advocating for clients' interests.
- (6) To act as a Justice of the Peace and Commissioner of Oaths.
- (7) To offer legal consulting services related to business licensing, including the preparation and submission of license applications, ensuring compliance with regulatory requirements, and providing ongoing support for maintaining licenses.
- (8) To provide legal support for fundraising and venture capital activities, including assistance with all legal aspects of the fundraising process, preparation of necessary documentation and contracts, and ensuring compliance with relevant legal and regulatory requirements.
- (9) To provide legal consulting services related to the drafting, review, and negotiation of contractual documents.
- (10) To provide notary public services, including the notarization of documents, administration of oaths, and certification of legal documents.
- (11) To engage in all other legal activities, including preparation of various legal documents and offering general legal advice.
- (12) To provide services to facilitate and support the conduct of business by companies, other body corporates, associations, partnerships, or any other person carrying on business, including acting as agents and registrars.
- (13) To do all or any of the above acts, deeds, and things as the Company may deem fit, in Sri Lanka or any other part of the world, either alone or in conjunction with others to attain the objects of the Company.
- (14) Generally, to carry on any other business which may seem capable of being conveniently carried on in connection with the objects aforesaid as may be calculated directly or indirectly to enhance or otherwise render profitable the business of the Company.

C. PRIVATE COMPANY

The Company is a Private Company and accordingly the Company:-

- (a) prohibits any invitation to the public to subscribe for any shares or other securities issued by the Company; and
- (b) limits the number of its shareholders to fifty, not including persons who are in the employment of the Company and persons who, having been formerly in the employment of the Company, were while in that employment, and have continued after the determination of that employment to be, shareholders of the Company, but where two or more persons hold one or more shares jointly, they shall, for the purpose of this article, be treated as a single shareholder; and
- (c) restricts the right to transfer its shares in the manner hereinafter provided.

D. SHARES

3. ISSUE OF SHARES

- (1) The Board may issue such shares to such persons as it considers appropriate, in accordance with Section 51 of the Act. Where the shares confer rights other than those specified in subsection (2) of Section 49 of the Act, or impose any obligation on the holder, the Board shall approve terms of issue which set out the rights and obligations attached to those shares.
- (2) Before it issues shares, the Board shall decide the consideration for which the shares may be issued. The consideration shall, in the opinion of the Directors, be fair and reasonable to the Company and to all existing shareholders.
- (3) Where the Company issues shares which rank equally with or above existing shares in relation to voting or distribution rights, those shares shall be offered to the holders of the existing shares in a manner which would, if the offer is accepted, maintain the relative voting and distribution rights of those shareholders.
- (4) The said offer shall remain open for acceptance for a reasonable time and, if not expressly declined within such time, the offer shall be deemed to have been accepted by the respective offeree holder. The Company may, at the time of making the said offer, request holders of the existing shares who desire an allotment of shares in excess of their respective proportions to state how many excess shares each such holder desires and if any holders of existing shares expressly decline to accept the whole of their respective proportions, the shares so declined may be allotted to those holders who desire an excess allotment in such numbers as the Directors may decide.

- (5) The Company may;
 - (a) issue shares pursuant to a capitalization of the reserves of the Company or by way of dividends; or
 - (b) issue shares to persons other than existing shareholders.
- (6) The provisions of paragraph (3) of this Article shall not apply to an issue of shares under paragraph (5) of this Article.
- (7) The Company may issue redeemable shares as decided by the Board at the time of each issue, which may be redeemed by the Company at the option of the Company or at the option of the holders of such shares or on a date specified by the Board, for a consideration that is specified by the Board at the time of issue or at a sum to be calculated by reference to a formula or fixed by a suitably qualified person, who is not associated with or interested in the Company, as decided by the Board at the time of issue.

4. CALLS ON SHARES

- (1) Where a share imposes any obligation on the holder to pay an amount of money —
 - (a) on a fixed date, the holder shall pay that amount on that date; or
 - (b) when called on to do so by the Board, the Board may at any time give written notice to the holder requiring the payment to be made within a specified period of not less than twenty (20) working days, and the payment shall be made in accordance with that notice.

Any amount not paid by the due date shall carry interest at a rate fixed by the Board not exceeding twenty percent (20%) per annum, accruing daily. The Board may, at its discretion, waive payment of interest.

- (2) Joint holders of a share are jointly and severally liable for any payments to be made under paragraph (1) of this Article.
- (3) The Company shall have a first charge or a paramount lien on every share to which paragraph (1) of this Article applies, and on every distribution payable in respect of that share, for all amounts presently due and payable to the Company in respect of that share.
- (4) For the purpose of enforcing such lien, the Company may sell in such manner as the Board thinks fit, any shares on which the Company has a lien, if—
 - (a) the Company has given written notice of its intention to do so to the shareholder; and
 - (b) the shareholder has failed to make the payment in respect of which the lien has arisen, within ten (10) working days of the giving of that notice.

Upon any sale for enforcing a lien, the Board may appoint any person to execute an instrument of transfer of the shares sold, whereupon the purchaser shall be registered as the holder of the shares transferred and his title shall not be affected by any irregularity or invalidity in the sale.

- (5) The proceeds of a sale under paragraph (4) of this Article shall be received by the Company and applied first in payment of the costs of sale, and then in payment of the amount in respect of which the lien arose. The remainder, if any, shall be paid to the person entitled to the shares, at the time of the sale.

5. SHARE REGISTER

The Company shall maintain a share register, which complies with Section 123 of the Act. The share register shall be kept at the registered office of the Company or at any other place in Sri Lanka, notice of which has been given to the Registrar General of Companies in accordance with subsection (4) of Section 124 of the Act.

6. SHARE TRANSFER

- (1) Where shares are to be transferred, an instrument of transfer in writing shall be executed by or on behalf of the transferor and transferee, or by their legal representative/s and delivered to the Company.
- (2) The instrument of transfer may be in the usual or common form or any other form which the Directors may approve.
- (3) The Directors may also require an instrument of transfer to:
 - (a) be accompanied by the certificate of shares to which it relates and such other evidence as the Directors may reasonably require to show the right of the transferor to make the transfer; and
 - (b) be in respect of only one class of shares.
- (4) In no case shall the Directors be bound to inquire into the validity, legal effect or genuineness of any instrument of transfer produced by a person claiming a transfer of any share in accordance with these Articles; and whether they abstain from so inquiring or do so inquire and are misled, the transferor shall have no claim whatsoever upon the Company or the Directors, in respect of the share except for the dividends previously declared in respect thereof but if at all against the transferee only.
- (5) The Directors may by such means they deem expedient authorize the registration of transferees without the necessity of any meeting of Directors for that purpose.
- (6) The Directors may decline to register a transfer of a share on which the Company has a lien.

7. JOINT SHAREHOLDING

The Company shall not register more than three joint holders (including the principal holder) of any shares.

8. SHARE CERTIFICATES

- (1) Where the Company issues shares or the transfer of any shares is entered on the share register, the Company shall within two (2) months complete and have ready for delivery a share certificate in respect of the shares.
- (2) Where a share certificate is defaced, lost or destroyed it may be re-issued on payment of the cost of issue or such lesser sum and on such terms (if any) as to evidence and indemnity and the payment of out-of-pocket expenses of the Company for investigating evidence as the Directors think fit.

9. PURCHASE OF OWN SHARES

The Company may purchase or otherwise acquire its own shares.

10. CONSOLIDATION AND SUB DIVISION OF SHARES

- (1) The Company may consolidate shares in the Company or the shares in a particular class of shares in the Company into a lesser number of shares, in proportion to those shares, leaving unaffected the relative voting and distribution rights of the holders of those shares, by following a procedure to effect such consolidation as the Board may consider appropriate.
- (2) The Company may sub divide all of the shares in the Company or all of the shares in a particular class of shares in the Company into a greater number of shares, in proportion to those shares, leaving unaffected the relative voting and distribution rights of holders of those shares, by adopting a procedure that the Board may consider appropriate.

11. RESERVES AND DISTRIBUTIONS

- (1) The Company may make distributions to shareholders in accordance with Section 56 of the Act. The Board shall be satisfied that the Company shall immediately after the distribution satisfy the solvency test. The Directors who vote in favor of the distribution shall sign a certificate of their opinion to that effect.
- (2) The Company is deemed to have satisfied the solvency test if-
 - (a) it is able to pay its debts as they become due in the normal course of business; and
 - (b) the value of its assets is greater than the sum of the value of its liabilities and its stated capital.

- (3) The approval of the shareholders by an ordinary resolution or otherwise shall not be required before a distribution, including a final dividend.
- (4) The profits of the Company shall be distributable and divisible among the shareholders in proportion to the capital paid or credited as paid on the shares held by them respectively, subject to:
 - (a) the rights of holders of shares issued upon special conditions; and
 - (b) any arrangements that may be made by the Company to the contrary; and
 - (c) shares not fully paid up; and
 - (d) any special arrangement made as regards money paid in advance of calls; and
 - (e) the provisions of these Articles as to reserve funds.
- (5) Before the Directors make any distributions, they may set aside, out of the profits of the Company, such sum as they think proper as a reserve fund or funds.
- (6) The Directors may divide the reserve fund or funds into such special funds as they think fit, with full power to employ the assets constituting the reserve fund in the business of the Company for any purpose which they may from time to time deem expedient and without being bound to keep the same separate from the other assets.

The Directors may also carry forward any profits which they may deem it not prudent to divide.
- (7) The Board may decide to capitalize any part of the amount for the time being standing to the credit of any of the Company's reserve funds/accounts or to the credit of the profit and loss account or otherwise available for distribution, and accordingly to set free such sum for distribution amongst the shareholders who would have been entitled thereto if distributed by way of dividend and in the same proportions, on condition that the same be not paid in cash but be applied either in or towards paying up any amounts for the time being unpaid on any shares held by such shareholders respectively or paying up in full shares or debentures of the Company to be allotted, issued and distributed credited as fully paid up to and amongst such shareholders in the proportion aforesaid, or partly in the one way and partly in the other.
- (8) Whenever such a decision as aforesaid shall have been made the Directors shall make all appropriations and applications of the undivided profits to be capitalized and all allotments and issues of fully paid shares or debentures, if any, and generally shall do all acts and things required to give effect thereto.
- (9) The Board may authorize a distribution by way of a dividend to be paid to the shareholders according to their rights and interests in the profits and may fix the time for payment. No dividend shall be payable out of the capital of the Company

- (10) Any dividend which may be authorized by the Directors, may be paid by means of cash or by the distribution of specific assets and, in particular, of paid-up shares, debentures or debenture stock of the Company or of any other Company or in any other form of specie or in any one or more of such ways and where any difficulty arises in regard to the distribution, they may settle the same as they think expedient and in particular may fix the value for distribution of such specific assets or any part thereof and may determine that cash payments shall be made to any shareholder upon the footing of the value so fixed in order to adjust the rights of all parties and may vest any such specific assets in trustees upon such trusts for the persons entitled to the dividend as may seem expedient to the Board.
- (11) No shareholder shall be entitled to receive payment of any dividend or any allotment and issue of shares credited as fully paid up in respect of his share or shares whilst any moneys may be due or owing from him (whether alone or jointly with any other person) to the Company in respect of such share or shares or Memorandum of Understanding otherwise howsoever.
- (12) No dividend shall bear interest against the Company.
- (13) The Directors may deduct from the dividend payable to any shareholder all sums of money due from him (whether alone or jointly with any other person) to the Company and notwithstanding such sums shall not be payable until after the date when such dividend is payable. A transfer of shares shall not pass the rights to any dividend declared thereon before the registration of the transfer.
- (14) Unless otherwise directed any dividend may be paid by cheque or warrant sent by post to the registered address of the shareholder entitled thereto or, in the case of joint-holders, to the registered address of that one whose name stands first on the register in respect of the joint-holding; but the Company shall not be liable or responsible for the loss of any such cheque or dividend warrant sent through the post.
- (15) All dividends unclaimed for one (1) year after having been declared may be invested or otherwise made use of by the Board for the benefit of the Company until claimed and the Company shall not be constituted a trustee in respect thereof. All dividends unclaimed for six (6) years after having been declared shall be forfeited and shall revert to the Company.
- (16) Every dividend payable in respect of any share held by joint holders may be paid to and an effectual receipt given by, any one of such joint holders.

E. MEETINGS OF SHAREHOLDERS

12. NOTICE OF MEETING OF SHAREHOLDERS

- (1) Written notice of the time and place of a meeting of shareholders (including a meeting where it is intended to propose a resolution as a special resolution) shall be given to every shareholder entitled to receive notice of the meeting and to every Director and the auditor of the Company—

- (a) not less than fifteen (15) working days before the meeting, if the meeting is an annual general meeting or the meeting is one where it is intended to propose a resolution as a special resolution.
- (b) not less than five (05) working days before the meeting, in any other case.

provided that a meeting of the Company shall notwithstanding that it is called by shorter notice than that specified in this Article be deemed to have been duly called if it is so agreed:

- (i) in the case of a meeting called as the annual general meeting, by all the shareholders entitled to attend and vote at such meeting; and
 - (ii) in the case of any other meeting, by the shareholders having a right to attend and vote at the meeting, being shareholders together holding shares which carry not less than ninety-five per centum (95%) of the voting rights, on each issue to be considered and voted on at that meeting.
- (2) The notice shall set out—
- (a) the nature of the business to be transacted at the meeting in sufficient detail to enable a shareholder to form a reasoned judgment in relation to it; and
 - (b) the intention, if any, to propose a resolution as a special resolution; and
 - (c) the text of any resolution to be submitted to the meeting.
- (3) An irregularity in a notice of a meeting is waived if all the shareholders entitled to attend and vote at the meeting attend the meeting without protest as to the irregularity, or if all such shareholders agree to the waiver.
- (4) If a meeting of shareholders is adjourned for less than thirty (30) days, it is not necessary to give notice of the time and place of the adjourned meeting, other than by announcement at the meeting which is adjourned.
- (5) One (1) or more shareholders holding shares which carry not less than ten per centum (10%) of the votes which may be cast on an issue, may call a meeting to consider and vote on that issue in accordance with the provisions of Section 134 of the Act.

13. METHOD OF HOLDING MEETINGS

A meeting of shareholders (including a meeting where it is intended to propose a resolution as a special resolution) may be held either –

- (a) by a number of shareholders who constitute a quorum, being assembled together at the place, date and time appointed for the meeting; or
- (b) by means of audio, or audio and visual communication by which all shareholders participating and constituting a quorum, can simultaneously hear each other throughout the meeting.

14. QUORUM

- (1) Subject to paragraph (3) of this Article, no business may be transacted at a meeting of shareholders if a quorum is not present.
- (2) No business shall be transacted at any general meeting unless a quorum is present when the meeting proceeds to business. A quorum for a meeting of the shareholders shall be a shareholder/shareholder holding not less than 51% of the fully paid shares in the Company present in person or by proxy or by a duly authorized representative.
- (3) If a quorum is not present within thirty (30) minutes after the time appointed for the meeting, the meeting is adjourned to the same day in the following week at the same time and place, or to such other date, time and place as the Directors may appoint. If at the adjourned meeting, a quorum is not present within thirty (30) minutes after the time appointed for the meeting, the shareholders present or their proxies shall be deemed to form a quorum.

15. CHAIRPERSON

- (1) If the Directors have elected a chairperson of the Board, and the chairperson of the Board is present at a meeting of shareholders, he shall chair the meeting.
- (2) If no chairperson of the Board has been elected or if at any meeting of shareholders, the chairperson of the Board is not present within fifteen minutes of the time appointed for the commencement of the meeting or is unwilling to act, the directors present shall elect one of their number to be the chairperson of the meeting.
- (3) Where at any meeting, no director is willing to act as chairperson or where no director is present within fifteen minutes after the time appointed for holding the meeting, the shareholders present may choose one of their number to be chairperson of the meeting.

16. VOTING

- (1) In the case of a meeting of shareholders held under paragraph (a) of Article 13, unless a poll is demanded, voting at the meeting shall be by whichever of the following methods as determined by the chairperson of the meeting—
 - (a) voting by voice; or
 - (b) voting by a show of hands.
- (2) In the case of a meeting of shareholders held under paragraph (b) of Article 13, unless a poll is demanded, voting shall be by shareholders signifying individually their assent or dissent by voice.

- (3) A declaration by the chairperson of the meeting that a resolution is carried by the requisite majority is conclusive evidence of that fact, unless a poll is demanded in accordance with paragraph (4) of this Article.
- (4) At a meeting of shareholders, a poll may be demanded by —
 - (a) the chairperson; or
 - (b) not less than five (5) shareholders having the right to vote at the meeting; or
 - (c) a shareholder or shareholders representing not less than ten per centum (10%) of the total voting rights of all shareholders having the right to vote at the meeting.
- (5) A poll may be demanded either before or after the vote is taken on a resolution, however the demand for a poll shall not prevent the continuance of a meeting for the transaction of any business other than the question on which the poll has been demanded.
- (6) If a poll is taken, votes shall be counted according to the votes attached to the shares of each shareholder present and voting.
- (7) The chairperson of a shareholders' meeting is not entitled to a casting vote.
- (8) No objection shall be made to the validity of any vote except at the meeting or poll at which such vote shall be tendered, and every vote to which no objection shall be made at such meeting or poll shall be deemed valid for all purposes of such meeting or poll whatsoever.

17. PROXIES

- (1) A shareholder may exercise the right to vote either by being present in person or by proxy.
- (2) A proxy for a shareholder is entitled to attend and be heard at a meeting of shareholders as if the proxy were the shareholder.
- (3) A proxy shall be appointed by notice in writing signed by the shareholder. The notice shall state whether the appointment is for a particular meeting, or for a specified term.
- (4) No proxy is effective in relation to a meeting, unless a copy of the notice of appointment is given to the Company not less than forty-eight (48) hours before the start of the meeting.
- (5) An instrument of proxy shall be in the following form or a form as near thereto as circumstances permit: -

“Counselit (Pvt) Ltd”

“I/We.....of.....
being a shareholder/shareholder of Counselit (Pvt) Ltd
hereby appoint of
..... or failing himas my/our
proxy to attend and vote at the (Annual or Extraordinary as
the case may be) General Meeting of the Company to be
held on the..... day of 20..... and
at any adjournment thereof.
Signed this..... day of20...”

- (6) A vote given in accordance with the terms of an instrument of proxy shall be valid, notwithstanding the previous death or insanity of the principal or the revocation of the proxy, or of the authority under which the proxy was executed, or the transfer of the shares in respect of which the proxy is given, provided that no intimation in writing of such death, insanity, revocation or transfer shall have been received by the Company at the registered office before the commencement of the meeting or adjourned meeting (or in the case of a poll before the time appointed for the taking of the poll) at which the proxy is used.

18. MINUTES

- (1) The Board shall ensure that minutes are kept of all proceedings at meetings of shareholders.
- (2) Minutes which have been signed by the chairperson of the meeting at which the proceedings were had, or by the chairman of the next succeeding meeting, shall be prima facie evidence of the proceedings.

19. CORPORATIONS MAY ACT BY REPRESENTATIVES

A body corporate which is a shareholder may appoint a representative to attend a meeting of shareholders on its behalf in the same manner as it could appoint a proxy.

20. VOTES OF JOINT HOLDERS

Where two or more joint holders are registered in respect of a share, the vote of the holder named first in the share register and voting on a matter shall be accepted to the exclusion of the votes of the other joint holders.

21. LOSS OF VOTING IF CALLS UNPAID

If a sum due to a Company in respect of a share has not been paid, no vote shall be cast in relation to that share at a shareholders' meeting other than a meeting of a group of shareholders whose affected rights are identical and whose rights are affected by the action or proposal in the same way.

22. ANNUAL GENERAL MEETINGS AND EXTRAORDINARY GENERAL MEETINGS OF SHAREHOLDERS

- (1) Subject to paragraphs (2) and (3) of this Article, the Board shall call an annual general meeting of the Company to be held —
- (a) once in each calendar year;
 - (b) not later than six (6) months after the balance sheet date of the Company; and
 - (c) not later than fifteen (15) months after the previous annual meeting.

The meeting shall be held on the date on which it is called to be held.

- (2) An extraordinary general meeting of shareholders entitled to vote on an issue may be called at any time by the Board, and shall be called by the Board on the written request of shareholders holding shares, carrying not less than ten (10) per centum of votes which may be cast on that issue.
- (3) A resolution in writing (whether ordinary or special) signed by such number of shareholders who together hold not less than eighty-five per centum (85%) of the votes entitled to be cast on that resolution, is as valid as if it had been passed at a meeting of those shareholders. The Company need not hold an annual general meeting if everything required to be done at the meeting (by resolution or otherwise) is done by resolution and is in accordance with this Article.

Any such resolution may consist of several documents (including facsimile or other similar means of communication) in like form; each signed or assented to by one or more shareholders.

A copy of any such resolution shall be entered in the minute book kept for the purpose of entering general meetings of the Company.

- (4) Within five (5) working days of a resolution being passed under paragraph (3) of this Article the Company shall send a copy of the resolution to every shareholder who did not sign it.
- (5) A resolution may be passed under paragraph (3) of this Article without any prior notice being given to shareholders.

23. VOTING IN INTEREST GROUPS

Where the Company proposes to take action which affects the rights attached to shares within the meaning of Section 99 of the Act, the action may not be taken unless it is approved by a special resolution of each interest group, as defined in the Act.

24. SHAREHOLDERS ENTITLED TO RECEIVE NOTICE, AND ATTEND AND VOTE AT MEETINGS, DISTRIBUTIONS, EXERCISE PRE-EMPTIVE RIGHTS AND OTHER RIGHTS STIPULATED BY LAW OR THESE ARTICLES

- (1) The shareholders who are entitled to receive notice and attend and vote at meetings for any purpose, distributions, exercise pre-emptive rights and other rights stipulated by law or these Articles, shall be those shareholders who, on the date fixed by the Board for the purpose, are registered in the share register on that date.
- (2) A date fixed under paragraph (1) of this Article should not precede by more than thirty (30) working days, the date on which the meeting is to be held.
- (3) Before a meeting of shareholders, the Company may prepare a list of shareholders entitled to receive notice of the meeting arranged in alphabetical order, and showing the number of shares held by each shareholder on the date fixed under paragraph (1) of this Article.
- (4) A person named in a list prepared under paragraph (3) of this Article is entitled to attend the meeting and vote in respect of the shares shown opposite his name in person or by proxy, except to the extent that—
 - (a) that person has, since the date on which the shareholders entitled to receive notice of the meeting were determined, transferred any of his shares to some other person; and
 - (b) the transferee of those shares has been registered as the holder of those shares, and has requested before the commencement of the meeting that his or her name be entered on the list prepared under paragraph (3) of this Article.
- (5) A shareholder may examine a list prepared under paragraph (3) of this Article during normal business hours on any date prior to two (02) working days of the date scheduled for the meeting of shareholders, at the registered office of the Company.

F. DIRECTORS

25. APPOINTMENT AND REMOVAL OF DIRECTORS

- (1) The number of Directors shall not be less than two (02) nor more than five (05).
- (2) Except as otherwise expressly provided in this Articles of Association or the Act, all decisions with respect to the management of the business and affairs of the Company shall be made by a Board of Directors ("the Board"), each of whom shall be appointed by the Shareholders of the Company.
- (3) The Shareholders may at any time and from time to time remove any Director of the Company and appoint another in place of the person so removed or fill any vacancy in the office of Director howsoever created.
- (4) The Shareholders shall be entitled to appoint out of the directors of the Company, the Chairman of the Board of Directors and the Managing Director of the Company. The Shareholders shall be entitled at any time and from time to time to remove the person nominated by it as the Chairman of the Board of Directors of the Company or as the Managing Director of the Company and to appoint another person in his place or to fill any vacancy in such office howsoever created.
- (5) The Shareholders shall have the power at any time and from time to time to appoint any person to be a Director as an addition to the existing Directors.
- (6) A director may, if he is unable to attend to his duties as a director, by notice in writing under his hand to the registered office of the Company or by notice sent by facsimile transmission, appoint any person to be an alternate director of the Company to act for him for a period as may be determined by such Director and at any time remove the alternate director so appointed.
- (7) A director appointed by another director to be his alternate director shall thereupon be entitled to exercise (in addition to his own right of voting as a director) such appointer's rights at meetings of the board. A person may act as an alternate for more than one director.
- (8) An alternate director shall on his giving an address for such notice to be served upon him be entitled to receive notices of all meetings of directors and to attend and vote as director at any such meeting at which the director appointing him is not personally present and generally at such meeting to perform all the functions of his appointer as a director in the absence of such appointer.
- (9) An alternate director may be appointed for a specified period or until the happening of a specified event but he shall ipso facto cease to be an alternate director if his appointer ceases for any reason to be a director.

- (10) The office of a Director shall, *ipso facto*, be vacated in the instances specified in the Act or if -
- (a) the Shareholders remove the Director;
 - (b) the Director is absent from three (03) consecutive meetings of the Board, without special leave of absence and the Board resolves that his office is vacated.
- (11) The continuing Directors may act notwithstanding any vacancy in the Board

26. EXECUTIVE DIRECTORS

An Executive Director shall receive such remuneration (whether by way of salary, commission or participation in profits or partly in one way and partly in another) as the Board, with the prior written consent of the Shareholders, may determine.

27. POWERS AND DUTIES OF DIRECTORS

- (1) Subject to Section 185 of the Act which relates to major transactions and the provisions contained therein, the business and affairs of the Company shall be managed by or under the direction or supervision of the Board. The Board shall have all the powers necessary for managing and for directing and supervising the management of the business and affairs of the Company.
- (2) The Board may delegate to a committee of Directors or to any person it deems fit, any of its powers which it is permitted to delegate under Section 186 of the Act.
- (3) The Directors have the duties set out in the Act, and in particular—
- (a) each Director shall act in good faith and in what he believes to be the best interest of the Company;
 - (b) no Director shall act or agree to the Company acting, in a manner that contravenes any provisions of the Act or these Articles.

28. METHOD OF CONTRACTING

- (1) The Directors and such other officers of the Company as are authorized by the Board may enter into a contract or other enforceable obligation (including an obligation if entered into by a natural person is required by law to be in writing signed by that person and be notorially attested) on behalf of the Company as stipulated in the Act.
- (2) Such a contract or other enforceable obligation, may be entered into on behalf of the Company by the affixing of its common seal in the presence of two or more Directors, or of one Director and the secretary or an authorized representative who shall attest to the sealing thereof: such attestation on the part of the of the secretary, in the event of a firm or registered Company being the secretary being signified by a partner or duly authorized manager, Director, secretary, attorney or agent of the said firm or Company signing for and on behalf of the said firm or Company as such secretaries.

The common seal of the Company shall not be affixed other than in the manner set out herein.

29. ATTORNEY

The Company may, from time to time, appoint any person as its attorney for such purposes and with such powers, authorities and discretions and for such periods and subject to such conditions as such person may from time to time think fit.

30. DIRECTORS INTEREST IN CONTRACTS

- (1) A Director who is interested in a transaction to which the Company is a party shall disclose that interest in accordance with Section 192 of the Act.
- (2) Subject to paragraph (3) of this Article, a Director is interested in a transaction to which the Company is a party, if, and only if, the Director—
 - (a) is a party to or will or may derive a material financial benefit from the transaction;
 - (b) has a material financial interest in another party to the transaction;
 - (c) is a director, officer or trustee of another party to, or person who will or may derive a material financial benefit from the transaction, not being a party or person that is—
 - i. the Company's holding company, being a holding company of which the Company is a wholly-owned subsidiary;
 - ii a wholly-owned subsidiary of the Company; or
 - iii. a wholly-owned subsidiary of a holding company of which the Company is also a wholly-owned subsidiary;
 - (d) is the parent, child or spouse of another party to or person who will or may derive a material financial benefit from the transaction; or
 - (e) is otherwise directly or indirectly materially interested in the transaction.
- (3) A Director is not deemed to be interested in a transaction to which the Company is a party, if the transaction comprises only the giving by the Company of security to a third party which has no connection with the Director, at the request of the third party, in respect of a debt or obligation of the Company for which the Director or another person has personally assumed responsibility in whole or in part, under a guarantee, indemnity or by the deposit of a security.
- (4) Paragraph (2) of this Article shall not apply to any remuneration or other benefit given to a Director in accordance with Section 216 of the Act, or, to any insurance or indemnity provided in accordance with Section 218 of the Act.

- (5) Subject to the due disclosure of an interest referred to in paragraph (2) in this Article, a Director who is interested in a transaction entered into or to be entered into by the Company, may—
- (a) vote on a matter relating to the transaction;
 - (b) attend a meeting of Directors at which a matter relating to the transaction arises and be included among the Directors present at the meeting for the purpose of a quorum;
 - (c) sign a document relating to the transaction on behalf of the Company; and
 - (d) do any other thing in his capacity as a Director in relation to that transaction.

31. DIRECTORS DEALINGS IN SHARES

A Director shall disclose all dealings in shares of the Company in which he has a relevant interest, in accordance with Sections 198, 199 and 200 of the Act.

32. CONFIDENTIAL INFORMATION

- (1) A Director who has information in his capacity as a Director or employee of the Company which would not otherwise be available to him, shall not disclose that information to any person or make use of or act on the information, except—
- (a) for the purposes of the Company;
 - (b) as required by law; or
 - (c) in accordance with paragraph (2) of this Article.
- (2) A Director may disclose, make use of or act on information if—
- (a) the Director is first authorized to do so by the Board under paragraph (3) of this Article; and
 - (b) provided that particulars of such authorization are entered in the interests register, unless the Company has dispensed with the need to keep the interests register in accordance with Section 30 of the Act.
- (3) The Board may authorize a Director to disclose, make use of or act on information, if it is satisfied that to do so will not be likely to prejudice the Company.

33. REMUNERATION OF DIRECTORS

- (1) The Board may approve;
- (a) the payment of any remuneration and/or other benefits by the Company to a Director for services as a Director or for services rendered to the Company in any other capacity.

- (b) the payment by the Company to a Director or a former Director of compensation for loss of office,
- (c) the entering into of a contract to do any of the above,

if the Board is satisfied that to do so is fair to the Company.

- (2) The Company may by ordinary resolution also vote extra remuneration to the Directors or to any Director.
- (3) The Directors shall also be entitled to be repaid all traveling, hotel or other expenses properly incurred by them in or with a view to the performance of their duties including attendance at Board meetings.
- (4) Nothing in these Articles shall prevent the payment to a Director of any further remuneration for services performed by him by virtue of any other office or position held by him in conjunction with his directorship.

34. PROCEDURE AT MEETINGS OF DIRECTORS

- (1) Articles 34 to 40 sets out the procedure to be followed at meetings of Directors.
- (2) The Directors may meet together for the conduct of business adjourn and otherwise regulate their meetings as they think fit.
- (3) A Director or upon the request of a director, the secretary of the Company, may at any time, convene a meeting of the Board by giving notice in accordance with this Article.
- (4) Not less than twenty-four (24) hours' notice of a meeting of the Board shall be given to every Director who is in Sri Lanka. The Board may decide, from time to time, the time period for notice of meetings of the Board and the manner in which such notice is to be given to the Directors.
- (5) An irregularity in the notice of a meeting is waived if all Directors entitled to receive notice of the meeting attend the meeting without protest as to the irregularity or if all Directors entitled to receive notice of the meeting agree to the waiver.

35. CHAIRPERSON

- (1) The Directors may elect one of their number to be the chairperson of the Board and may determine the period for which the chairperson is to hold office.
- (2) If no chairperson is elected or if at a meeting of the Board the chairperson is not present within fifteen (15) minutes after the time appointed for the commencement of the meeting, the Directors present may choose one of their number to be chairperson of the meeting.

36. METHODS OF HOLDING MEETINGS

A meeting of the Board may be held either—

- (a) by a number of the Directors who constitute a quorum being assembled together at the place, date and time appointed for the meeting; or
- (b) by means of audio or audio and visual communication by which all persons participating and constituting a quorum can simultaneously hear and be heard throughout the meeting at a time appointed by notice in writing setting out a detailed agenda of the business to be transacted at the meeting accompanied by all documents relevant to that business.

37. QUORUM

- (1) The quorum necessary for the transaction of business of the Board at any meeting shall be at least two (02) directors.
- (2) No business may be transacted at a meeting of Directors if a quorum is not present.

38. VOTING

- (1) Every Director has one (1) vote.
- (2) The chairperson shall not have a casting vote.
- (3) A resolution of the Board is passed if it is agreed to by all Directors present without dissent or if a majority of the votes cast on it are in favor of it.
- (4) A Director present at a meeting of the Board is presumed to have agreed to and to have voted in favor of a resolution of the Board, unless he or she expressly dissents from or votes against the resolution at the meeting.

39. MINUTES

- (1) The Board shall ensure that minutes are kept of all proceedings at meetings of the Board.
- (2) Minutes which have been signed by the chairperson of the meeting at which the proceedings were had, or by the chairman of the next succeeding meeting, shall be prima facie evidence of the proceedings.

40. RESOLUTIONS IN WRITING

- (1) A resolution in writing signed or assented to by all Directors entitled to receive notice of a Board meeting and approved by a majority is as valid and effective as if it had been passed at a meeting of the Board duly convened and held.

- (2) Any such resolution may consist of several documents (including facsimile or other similar means of communication) in like form; each signed or assented to by one or more Directors.
- (3) A copy of any such resolution shall be entered in the minute book of Board proceedings.
- (4) A resolution assented to by all Directors entitled to receive notice of a Board meeting, held in accordance with Article 36 (b) above shall, upon being reduced to writing by the person appointed to do so at such meeting, be as valid and effectual as if the same had been passed at a meeting of Directors held on the day on which and at the time at which the meeting was held and at the place where the Chairman was located during the course of that meeting.
- (5) If a Director of the Board is abstaining from signing the resolution, such Director shall indicate the reason therefor.

G. ACCOUNTS AND AUDIT

41. ACCOUNTING RECORDS, FINANCIAL STATEMENTS, AUDITS ETC.

- (1) The Board shall ensure that the Company keeps accounting records which —
 - (a) correctly record and explain the Company's transactions, including all sums of money received and expended by the Company and the matters in respect of which the receipt and expenditure takes place and all sales and purchases of goods made by the Company;
 - (b) shall at any time enable the financial position of the Company to be determined with reasonable accuracy;
 - (c) shall enable the Board to prepare financial statements in accordance with the Act; and
 - (d) shall enable the financial statements of the Company to be readily and properly audited.
- (2) The accounting records shall comply with subsection (2) of Section 148 of the Act.
- (3) The Board shall ensure that within six (6) months after the balance sheet date of the Company, financial statements which comply with Section 151 of the Act (and if applicable, group financial statements which comply with Section 153 of the Act) are completed in relation to that balance sheet date and are dated and signed on behalf of the Board by two (2) Directors.
- (4) At every annual general meeting, the Company shall appoint an auditor for the following year in accordance with Section 154 of the Act. An auditor who is appointed at an annual general meeting is deemed to be reappointed at the following annual general meeting, unless—

- (a) he is not qualified for re-appointment;
 - (b) the Company resolves at that meeting to appoint another person in his place; or
 - (c) the auditor has given notice to the Company that he does not wish to be re-appointed.
- (5) The Board shall within six (6) months after the balance sheet date of the Company, prepare an annual report on the affairs of the Company during the accounting period ending on that date which complies with Section 168 of the Act. The Board shall send a copy of the annual report to every shareholder not less than fifteen (15) working days before the date fixed for holding the annual general meeting of shareholders.

H. LIQUIDATION

42. WINDING UP AND DISTRIBUTION OF SURPLUS ASSETS

- (1) A general meeting of the Company may be convened by any contributory or by the continuing liquidators, as the case maybe, in terms of the Act by giving notice in the manner set out herein for convening an extraordinary general meeting.
- (2) The liquidator may with the approval of a special resolution, divide the surplus assets of the Company among the shareholders in kind. For this purpose, he may set such value as he considers fair on any property to be divided, and may determine how the division will be carried out as between the shareholders or different classes of shareholders.

I. MISCELLANEOUS

43. SECRETARY

- (1) The Company shall at all times have a secretary.
- (2) The board may appoint the secretary for such term and on such conditions as it thinks fit and remove such secretary.
- (3) The remuneration of the secretary shall be agreed to by the board and the secretary.

44. DOCUMENTS TO BE KEPT BY THE COMPANY

- (1) The Company shall keep at its registered office or at some other place, notice of which has been given to the Registrar General of Companies, in accordance with subsection (4) of Section 116 of the Act, the following documents: —
 - a) the certificate of incorporation and the Articles of the Company;

- b) minutes of all meetings and resolutions of shareholders within the last ten (10) years;
 - c) an interests register, if any
 - d) minutes of all meetings and resolutions of Directors and Directors' committees within the last ten (10) years;
 - e) certificates given by Directors under this Act within the last ten (10) years;
 - f) the register of Directors and secretaries required to be kept under Section 223 of the Act;
 - g) copies of all written communication to all shareholders or all holders of the same class of shares during the last ten (10) years, including annual reports prepared under Article 41(5);
 - h) copies of all financial statements and group financial statements required to be completed under this Act for the last ten (10) completed accounting periods of the Company;
 - i) the copies of instruments creating or evidencing charges and the register of charges required to be kept under Sections 109 and 110 of the Act;
 - j) the share register required to be kept under Section 123 of the Act; and
 - k) the accounting records required by Section 148 of the Act for the current accounting period and for the last ten (10) completed accounting periods of the Company.
- (2) The references in paragraph (1) of this Article to "ten (10) years" and to "ten (10) completed accounting periods" shall include such lesser periods as the Registrar General of Companies may approve, by notice in writing to the Company.

45. RIGHTS OF DIRECTORS AND SHAREHOLDERS TO DOCUMENTS ETC.

- (1) The Directors of the Company are entitled to have access to the Company's records in accordance with Section 118 of the Act.
- (2) A shareholder of the Company is entitled—
- a) to inspect the documents referred to in Section 119 of the Act, in the manner specified in Section 121 of the Act; and
 - b) to require copies of or extracts from any document which he may inspect, within five (5) working days of making a request in writing for the copy or extract, on payment of any reasonable copying and administration fee determined by the Company. The fee may be determined by any Director or by the secretary, subject to any directions from the Board.

46. NOTICES

- (1) Any shareholder whose registered address is not within Sri Lanka, may name an address within Sri Lanka which for the purpose of notice, shall be considered as his registered address.
- (2) Where the Company is required to send any document to a shareholder or to give notice of any matter to a shareholder, it shall be sufficient for the Company to send the document or notice to the registered address of the shareholder, by ordinary post and/or courier.

Any document or notice so sent is deemed to have been received by the shareholder on the day following the dispatch of a properly addressed and prepaid letter containing the document or notice.

- (3) A document may be sent or notice given by the Company to the joint holders of a share, by giving the notice to the holder first named on the share register in respect of the share.
- (4) Where a shareholder has died, the Company may continue to send all notices and documents in respect of his shares addressed to him at his registered address, notwithstanding that some other person has by reason of the death become entitled to those shares, or may send any notice or document to an address to which that other person requests the Company to send such notices.
- (5) A copy of every notice or document sent to all shareholders shall be sent to the auditor of the Company.
- (6) For the purpose of this Article, the registered address of the shareholder shall be the address registered by such shareholder in the share register.

47. INSURANCE AND INDEMNITY

- (1) The Company may indemnify a Director or employee of the Company or a related Company in the circumstances specified in subsections (2) and (3) of Section 218 of the Act.
- (2) The Company may effect insurance for a Director or employee of the Company or a related Company in the circumstances specified in subsection (4) of Section 218 of the Act, with the prior approval of the Board.

IN WITNESS WHERE OF I/We the initial shareholders of the proposed company having agreed to the foregoing Articles of Association have here to set their hands and subscribed their names at Colombo on this Day of Two Thousand and Twenty-Five / / 2025.

Full Name
Address
NIC

On this of 2024.

Signature