



Heidelberg Materials

TANZANIA PORTLAND CEMENT PUBLIC LIMITED COMPANY

NOTICE TO SHAREHOLDERS

Notice is hereby given that the 33rd Annual General Meeting of the shareholders of the above company will be held at:

**Serena Hotel, Garden Marquee
Ohio Street, Dar es Salaam,
On Thursday, 12th June, 2025 at 10:00 am.**

AGENDA

1. Constitution of the Meeting: The Secretary to read the notice convening the meeting and determine if a quorum is present.
2. To confirm the minutes of the 32nd Annual General Meeting held on 5th June 2024.
3. To Receive, Consider and, if thought fit, Adopt the Directors' Report, Auditors' Report and the Audited Financial Statements for the Year Ended 31st December 2024.
4. To Receive, Consider and, if thought fit, Approve the Declaration of Dividend for Year 2024.
5. To Approve the Appointment of the Statutory Auditors for the Year Ending 31st December 2025.
6. To Adopt the Re-election of Mrs Ruth Zaipuna and Mr Oswald Urassa as Directors who will Represent Minority Shareholders on the Company's Board of Directors until the Annual General Meeting to be held in Year 2028.
7. To Transact Any other Business of the Company of which Due Notice has been Received.

**By Order of the Board
Dated 21st May 2025**

Company Secretary

1. Any member entitled to attend and vote at the meeting is entitled to appoint a proxy or proxies to attend and vote in his/ her stead. The proxy form is available on the company's website (<https://www.twigacement.com>).
2. A proxy appointed need not be a member of the Company. A completed proxy form should be deposited at the company's registered office, Wazo Hill, Dar es Salaam not less than 24 hours before the time for holding the meeting, failing which it shall be invalid.
3. Shareholders should come to the meeting with copies of their share certificates together with identity cards (e.g. Passport, Driving License, National ID, Employment ID, or Voters ID).
4. A full set of audited accounts for the year ended 31st December 2024 is available at the company's registered office at Wazo Hill, Dar es Salaam, or can be downloaded from the website (<https://www.twigacement.com>).



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TAARIFA KWA WANAHISA

Taarifa inatolewa kwa wanahisa wote wa Tanzania Portland Cement Public Limited Company kwamba Mkutano Mkuu wa Mwaka wa Wanahisa utafanyika:

Serena Hotel, Ukumbi wa Garden Marquee

Mtaa wa Ohio, Dar es Salaam,

siku ya Alhamisi, tarehe 12 Juni 2025, saa nne asubuhi.

DONDOO

1. Ufunguzi wa Mkutano: Katibu kusoma taarifa iliyotolewa kuuita Mkutano Mkuu na kuhakiki kama akidi ya Mkutano imetimia.
2. Kuthibitisha kumbukumbu za Mkutano Mkuu wa 32 uliofanyika tarehe 5 Juni 2024.
3. Kupokea, kujadili na kama zitaafikiwa kupitisha taarifa ya wakurugenzi, taarifa ya wakaguzi na taarifa ya fedha kwa mwaka ulioisha tarehe 31 Desemba 2024.
4. Kupokea, kujadili na kama litaafikiwa kuthibitisha gawio la mwaka 2024.
5. Kuthibitisha uteuzi wa wakaguzi wa mahesabu kwa mwaka unaoisha tarehe 31 Desemba 2025.
6. Kuthibitisha kuchaguliwa upya kwa wakurugenzi Bi Ruth Zaipuna na Bw Oswald Urassa watakaowakilisha wanahisa wenye hisa chache kwenye Bodi ya Wakurugenzi hadi mkutano mkuu wa mwaka 2028.
7. Kujadili mambo mengine ya kampuni ambayo taarifa zake zimepokelewa.

Kwa Niaba ya Bodi

Tarehe: 21 Mei, 2025

Katibu wa Kampuni

1. Mwanahisa yeyote aliye na haki ya kuhudhuria na kupiga kura kwenye mkutano, anaruhusiwa kuteua mwakilishi au wawakilishi kuhudhuria na kupiga kura kwa niaba yake. Fomu ya kuteua mwakilishi inapatikana kwenye tovuti ya kampuni (<https://www.twigacement.com>).
2. Mwakilishi atakayeteuliwa siyo lazima awe mwanahisa wa kampuni. Fomu ya kuteua mwakilishi ambayo imejazwa na mwanahisa inatakiwa iwasilishwe kwenye ofisi za kampuni, Wazo Hill, Dar es Salaam angalau masaa 24 kabla ya muda wa kuanza mkutano, la sivyo fomu itakuwa haijakidhi vigezo.
3. Kwa ajili ya utambulisho, mwanahisa anatakiwa kuja na nakala ya cheti cha umiliki wa hisa pamoja na kitambulisho chake (pasi ya kusafiria, leseni ya udereva, au kitambulisho cha taifa, kazi, au mpiga kura).
4. Mahesabu kamili ya kampuni, ambayo yamepitishwa na wakaguzi, yanapatikana kwenye ofisi za kampuni, Wazo Hill, Dar es Salaam, au pia kupitia tovuti ya kampuni (<https://www.twigacement.com>).