



## **INVITATION TO ATTEND THE ANNUAL GENERAL ASSEMBLY MEETING**

The Board of Directors of Qatar Fuel Company Q.P.S.C. ("WOQOD") is pleased to invite you to attend the ordinary Annual General Assembly Meeting to be held on Sunday, 18th February 2024 at 04:30 PM at Al Jewan Hall at Al Dana Club. In case of absence of quorum, the alternative General Assembly Meeting will be held on Sunday, 25th February 2024 at 04:30 PM at WOQOD Tower, West Bay, Doha.

### **Agenda of the Annual General Assembly Meeting:**

1. Opening Speech by the Chairman of the Board of Directors.
2. Present and approve the Board of Directors Report for the year 2023.
3. Discuss and approve the External Auditors' Report on the Financial Statements for the year 2023.
4. Discuss and approve the Financial Statements for the year 2023.
5. Approve the recommendation of the Board to distribute cash dividends for the year 2023.
6. Discuss and approve the Corporate Governance Report for the year 2023.
7. Discharging members of the Board of Directors from responsibility for the year 2023 and determining their remuneration.
8. Approval of the appointment of external auditors and their remuneration for the year 2024.

### **Note:**

- 7 days prior to the date of the General Assembly meeting, a detailed statement will be available on the company's website and its headquarter showing the remuneration, attendance fees of meetings and expenses, allowances and privileges received in kind by the Chairman and each member of the Board of Directors.
- All shareholders are requested to be present at the venue of the meeting one hour before the start time of the meeting, to register their attendance.
- A shareholder may appoint another shareholder to attend meeting on his behalf, using the proxy form available on company's website ([www.woqod.com](http://www.woqod.com)), duly signed. In case of company, the proxy form must be signed by the authorized person(s) and company stamp must be affixed.
- It is not permitted to grant proxy to a non-shareholder or to a member of Board of Directors. The number of shares held by a proxy holder must not exceed 5% of the Paid-up capital (49,712,788 shares).
- Dividends will be distributed after approval of the AGM in line with directives from Regulatory Authority through EDAA.
- This invitation shall be considered as a legal invitation for all shareholders without the need to send private invitations through mail in accordance with Law No. (11) of 2015 as amended by Law No. (8) of 2021.