



**INVITATION**  
**TO THE ORDINARY GENERAL ASSEMBLY**  
**OF MANNAI CORPORATION QPSC**

Dear Shareholder,

The Board of Directors of Mannai Corporation QPSC (the “Corporation”) have the pleasure to invite the shareholders of the Corporation (the “Shareholders”) to attend the Ordinary General Assembly meeting to be held virtually using Zoom application platform on Monday, 20 March, 2023 at 06.30 p.m. Doha time to consider, discuss and approve the items on the agenda. If the quorum is not met, the meeting will be postponed and a second meeting will be held by the same electronic means on Monday, 27 March, 2023 at 06.30 p.m. Doha time.

**Agenda of the Ordinary General Assembly**

1. Hearing the message of His Excellency the Chairman.
2. Discussing and approving the Board of Directors Report on the Corporation activities, future plan, and financial position for the year ended 31 December 2022.
3. Discussing and approving External Auditor’s Report on the Financial Statements for the year ended 31 December 2022, Independent Limited Assurance Report and the ICOFR Report.
4. Discussing and approving the Corporation’s annual balance sheet and profit and loss account for the year ended 31 December 2022.
5. Reviewing and approving the Board of Directors’ proposal for a cash dividend payment of QR0.10 per share, being 10% of the nominal share value.
6. Discussing and approving the Corporate Governance Report of the Corporation for the year 2022.
7. Absolving the Chairman and members of the Board of Directors for the year ended 31 December 2022 and approving their remuneration.
8. Appointing the External Auditor for the year 2023 and fixing their remuneration.
9. Authorizing Mr. Khalid Ahmed Al Mannai with all the powers to take the procedures necessary for execution of Assembly resolutions before all the official authorities and entities in Qatar.

A copy of the Corporation’s Financial Statements for 2022, Board of Directors’ Report, and External Auditor’s Report for the same year are published on the Corporation’s website [www.mannai.com](http://www.mannai.com) for your ready reference.

**Documents and Information Required for Registration**

**For Natural Persons:**

- Copy of valid Identification document (ID or passport).
- Proxy form signed by the Shareholder in case he/she is willing to deputize another Shareholder to attend the meeting (please refer to Corporation's website for a copy of the proxy form template).
- Mobile number.
- NIN number.
- Any other supporting documents that the Shareholder deems necessary to be presented, if applicable (Inheritance certificate, power of attorney etc.).





#### For Legal Persons:

- Authorization letter or proxy form signed by an authorized signatory of the company/legal person and stamped by the company/legal person's official stamp (please refer to Corporation's website for a copy of the proxy form template).
- Copy of valid Commercial Registration and Computer Card of the company/legal person.
- Copy of valid identification document (ID or passport) of the representative.
- Mobile number of the representative.
- NIN number.
- Any other supporting documents that the Shareholder deems necessary to be presented, if applicable (Inheritance certificate, power of attorney etc.).

#### Registration Process

To participate in the meeting, shareholders may send an e-mail message to the following e-mail address: [alphaqatar2020@gmail.com](mailto:alphaqatar2020@gmail.com) and enclose copies of identification documents as aforesaid.

The link for virtually participating in the meeting will be electronically sent to the shareholders whose contact details are received.

This invitation together with the agenda of the meeting are published on the company's website [www.mannai.com](http://www.mannai.com) for your kind perusal.

#### NOTES:

1. This invitation shall be deemed as a legal announcement to all shareholders without the need to send a special invitation by post in accordance with Qatar's Commercial Companies Law No. (11) of 2015 (as amended).
2. Only Shareholders listed on the Qatar Exchange/Qatar Central Securities Depository's shares register issued upon the close of trading on the date of the General Assembly shall have the right to attend and vote.
3. It is not permitted to grant proxy to a non-Shareholder of the Corporation or to a member of the Board of Directors. The number of shares held by a proxy holder must not exceed 5% of total share capital of the Corporation. Persons lacking capacity (including minors and persons placed under guardianship) shall be represented by their legal representative.
4. In the event of a failure to attain a quorum for the OGA, the proxies issued to attend the first meeting shall be considered valid and effective for any following meeting, unless they are expressly cancelled by the concerned Shareholder via a notice issued to the Company Secretary of the Corporation at least two days prior to the date of the meeting.
5. Every individual Shareholder may authorize another Shareholder to participate in the meeting, provided that such an authorization is in writing and given specifically for the purpose of participation in the meeting. A Director may not be authorized for this purpose and the number of shares held by a proxy in this capacity shall not exceed 5% of the share capital of the Corporation.

  
pp. Hamad Bin Abdulla Bin Khalifa Al Thani  
Chairman

