

# INVITATION

## INVITATION TO THE COMPANY'S ORDINARY ANNUAL GENERAL MEETING

QATAR GAS TRANSPORT COMPANY LIMITED (NAKILAT) Q.P.S.C.



The Board of Directors of Qatar Gas Transport Company Ltd. (NAKILAT) Q.P.S.C. has the pleasure to invite you to the Ordinary Annual General Meeting (AGM) to be held on **Tuesday, March 02<sup>nd</sup>, 2021**, at 4:30 pm, electronically using Zoom application platform, to discuss the following agenda:

### ORDINARY ANNUAL GENERAL MEETING AGENDA

1. Hearing and ratify the report of the Board of Directors on the Company's activities and financial position during the fiscal year ended 31/12/2020 and future plans.
2. Hearing and ratify the External Auditor's report on the fiscal year ended 31/12/2020.
3. Discuss and ratify the Company's balance sheet and profit & loss account for the fiscal year ended 31/12/2020.
4. Discuss and adopt the Governance report for the year ended 31/12/2020.
5. Consider the Board of Directors' suggestions regarding distribution of cash dividends for the fiscal year ended 31/12/2020 totaling (11%) of the capital, which is equivalent to (0.11 Qatari Riyal) per share.
6. Consider to release and discharge the Board of Directors members from their responsibilities and to approve their remuneration for the year 2020.
7. Appointment of External Auditor for the fiscal year 2021 and determine their fees.

### CLARIFICATION ON PARTICIPATION AND VOTING PROCEDURES FOR THE MEETING

Shareholders intending to attend the meeting virtually are requested to provide the following information and documents to the following email address (agm@nakilat.com):

1. Copy of Identification document (Qatar ID or passport)
2. Mobile number
3. NIN number
4. A copy of proxy and supporting documents for representatives of individuals and corporate entities
5. Refer to Nakilat's Ordinary General Assembly meeting

At first, a Zoom application link will be sent electronically via email to the email address used by those shareholders, who expressed their interest in attending the meeting and whose contact details are received. Based on the link, the shareholders will be required to register for the meeting. Based on the completion of the registration process, the shareholder will be sent another link which will direct him/her to the virtual meeting room based on Zoom application platform

**Registration process will start at 2:30 PM on Tuesday, March 2<sup>nd</sup>, 2021.** It is advisable that shareholders intending to attend this meeting to share their details earlier, so that they can join the registration process on time.

Attendees will be able to discuss the agenda items, address their questions, if any, to the Board of Directors or the External Auditor, virtually by sending their questions or comments in the chat box, available within the Zoom application, during the course of the meeting. As for the voting on the meeting's agenda items, a shareholder who has an objection on an item must raise their hand, using Zoom application's in built optionality, at the time of voting on the agenda item to express his/her objection. In the event that the shareholder does not raise his/her hand, this will be considered as an endorsement for the agenda item.

### NOTE

- If no quorum achieved at the AGM meeting, then the AGM meeting will be postponed and re-scheduled to convene on Monday March 08th, 2021, at 4:30 pm, electronically using Zoom application platform.
- In order to complete registration, please register two hours before the start time.
- This invitation shall be deemed as a legal announcement to all shareholders, without the need to send special invitations by mail according to Qatar Commercial Law no. 11 of year 2015.
- Dividends will be distributed from the next working day after approval of the AGM and can be

collected from any QNB branch.

- The company will make available all the information stipulated in Article (122) of the Commercial Companies Law No. (11) for the year 2015, one week prior to the AGM, at the Company's headquarters, at Al-Shoumoukh Towers, Al Sadd – Investor Relations Department, and on Nakilat's website (including: Corporate Governance Report 2020 and Annual Report 2020).
- If you cannot attend, you can authorize another Nakilat shareholder to represent you in the AGM by completing and signing the proxy card below:

### PROXY CARD

Shareholder Number: .....

Number of Shares: .....

I, ....., to attend on my behalf and represent me at the Company's ordinary Annual General Meeting (AGM) to be held on Tuesday, March 02<sup>nd</sup>, 2021, at 4:30 pm, electronically using Zoom application platform, and at any subsequent meeting, to which this AGM is adjourned.

Date: ..... / ..... / 2021

Signature: .....

Note:

- This proxy form should be given to another (NAKILAT) shareholder.
- The shares owned by the proxy should not exceed 5% of the Company's Shares.