

# NOTICE OF UNITY BANK PLC 17TH ANNUAL GENERAL MEETING

**NOTICE IS HEREBY GIVEN** that the 17th Annual General Meeting of members of UNITY BANK PLC will be held virtually on Thursday, October 19, 2023 at 11am. The link for the live streaming will be made available on the Bank's website [www.unitybankng.com](http://www.unitybankng.com) to transact the following:

## ORDINARY BUSINESS

1. To receive the audited accounts for the year ended December 31st, 2022 together with the reports of the Directors, Auditors and the Statutory Audit Committee thereon.
2. To authorize the Directors to fix the remuneration of the Auditors.
3. To re-elect Directors
  - a. Mr. Hafiz Mohammed Bashir
  - b. Hajiya Yabawa Lawan Wabi, mni
4. To elect the following Directors
  - a. Prof. Iyabo Obasanjo
  - b. Hajiya Halima Babangida
5. To disclose the remuneration of the Managers of the Company
6. To elect members of the Statutory Audit Committee.

## SPECIAL BUSINESS

7. To approve the remuneration of Directors.

## NOTES

### 1. PROXY

A Member of the Company entitled to attend and vote at the Annual General Meeting is entitled to appoint a proxy to attend and vote in his/her stead. A proxy need not be a member of the Company. A proxy form is attached to this Notice and it is valid for the purpose of this Meeting.

All instruments of proxy must be completed, a corporate body being a Member of the Company is required to execute a proxy under seal and shareholders are required to submit their completed proxy forms in line with the Corporate Affairs Commissions' guideline at the Registered Office of the Company or the office of the Registrar, 25 Ogunlana Drive, Surulere, Lagos, or via email [info@unityregistrarsng.com](mailto:info@unityregistrarsng.com) not later than 48 hours before the date of the Meeting. Unity Bank Plc has made arrangements to bear the cost of stamp duty of the duly completed proxy forms submitted within the stipulated timeframe.

### 2. VIRTUAL MEETING LINK

Further to the provisions of the Business Facilitation (Miscellaneous Provisions) Act which allows public companies to hold meetings electronically, this AGM would be held virtually. The link for the live streaming will be made available on the Bank's website [www.unitybankng.com](http://www.unitybankng.com). The virtual meeting link will be sent to shareholders electronically and will also be available on the Company's website at [www.unitybankng.com](http://www.unitybankng.com) and also on the Registrars website [unityregistrarsng.com](http://unityregistrarsng.com)

### 3. CLOSURE OF REGISTER AND TRANSFER BOOKS

Notice is hereby given that the Register of Members and Transfer Books of the Company will be closed from 16th October, 2023 to 18th October 2023 both days inclusive for the purpose of preparing an up-to date Register of Members.

### 4. BIOGRAPHICAL DETAILS OF DIRECTORS

The biographical details of the Directors standing for re-election and election are provided in the 2022 Annual Report.

### 5. STATUTORY AUDIT COMMITTEE

In accordance with Section 404 (6) of the Companies and Allied Matters Act, Laws of the Federation of Nigeria, 2020 (CAMA) a shareholder may nominate a shareholder for election as a member of the Statutory Audit Committee by giving notice in writing of such nomination to the Company Secretary at least 21 days before the Annual General Meeting. The CAMA, Code of Corporate Governance of the Financial Reporting Council, Securities and Exchange Commission (SEC) and Central Bank of Nigeria (CBN) respectively indicates that some members of the Audit Committee should have basic financial literacy and be knowledgeable in internal control processes. We therefore request that nominations be accompanied by a copy of the nominee's detailed Curriculum Vitae.

### 6. RE-ELECTION OF DIRECTORS

Mr. Hafiz Muhammed Bashir and Hajiya Yabawa Lawan Wabi, mni will be retiring by rotation at this meeting in line with Section 285 of CAMA. The retiring Directors, being eligible for re-election are offering themselves for re-election as Directors at this 17th AGM. The profiles of the Directors for re- election is in the Annual Report.

### 7. ELECTION OF DIRECTORS

Prof. Iyabo Obasanjo and Hajiya Halima Babangida were appointed as Non- Executive Directors on March 31, 2023, subject to the approval of CBN. The appointments were approved by the CBN on April 27, 2023 and would be presented for Shareholders' approval at the 17th Annual General Meeting. The profiles of the Directors for election is in the Annual Report.

### 8. RIGHT OF SHAREHOLDERS TO ASK QUESTIONS

Shareholders have a right to ask questions not only at the meeting but also in writing prior to the meeting and such questions must be submitted to the Company Secretary not later than 14 days (two weeks) prior to the date of the Meeting.

### 9. UNCLAIMED DIVIDEND WARRANTS AND SHARE CERTIFICATES

Shareholders are hereby informed that some dividends have remained unclaimed and returned to the Registrar. The list of all unclaimed dividends will be circulated to all Shareholders and they are advised to contact the Registrar, Unity Registrars Limited 25 Ogunlana Drive, Surulere, Lagos, or via email [info@unityregistrarsng.com](mailto:info@unityregistrarsng.com) to resolve any issue they may have with claiming the dividends.

### 10. e-DIVIDEND

Shareholders who are yet to complete the e-Dividend Form or who need to update their records and relevant bank accounts are urged to complete the e-Dividend Form which can be detached/downloaded from the Annual Report and Accounts as well as from the website of the Bank [www.unitybankng.com](http://www.unitybankng.com) or that of the Registrar, [www.unityregistrarsng.com](http://www.unityregistrarsng.com). The duly completed form should be returned to Unity Registrars Limited 25 Ogunlana Drive, Surulere, Lagos, or via email [info@unityregistrarsng.com](mailto:info@unityregistrarsng.com)

### 11. e-REPORT

Electronic versions of the 2022 Annual Report and Accounts are available online for viewing and download via the Company's website [www.unitybankng.com](http://www.unitybankng.com) and that of the Registrar, [www.unityregistrarsng.com](http://www.unityregistrarsng.com). Shareholders who have provided their email addresses to the Registrars will receive the electronic version of the Annual report vide e-mail. Shareholders who have not provided their email addresses and are interested in receiving electronic version of the Annual Report should kindly forward their email addresses to Unity Registrars Limited, 25 Ogunlana Drive, Surulere, Lagos, or via email [info@unityregistrarsng.com](mailto:info@unityregistrarsng.com).

### 12. LIVE STREAMING OF THE ANNUAL GENERAL MEETING

The AGM will be streamed live online. This will enable Shareholders and other Stakeholders who could not be attending the meeting physically to also be part of the proceedings. The link for the live streaming will be made available on the Bank's website [www.unitybankng.com](http://www.unitybankng.com) and by the Registrar, Unity Registrars Limited in due course.

Dated this 26th day of September, 2023

By order of the Board



**Alaba Williams**  
Company Secretary  
FRC/2022/002/000/000/20510

**Registered Office**  
Unity Bank Plc  
42, Ahmed Onibudo Street, Victoria Island, Lagos.