



FOR
GUARANTEED
QUALITY

GQ Ball Pen Industries Ltd.

331/2, Tajuddin Ahmed Road,
Bara Mogh Bazar, Dhaka-1217,
Bangladesh
Phone : 9344630-9
Mobile: 01938877012
E-mail : cs@gq-group.com

GQ/BPIL/GA/SHARE/2024/

Date: 30 April 2024

The Chairman

Bangladesh Securities and Exchange Commission
Securities Commission Bhaban
E-6/C, Agargaon, Sher-e-Bangla Nagar Administrative Area
Dhaka-1207, Bangladesh

Sub: Material information for appointment of a Director of GQ Ball Pen Industries Ltd.

Dear Sir,

This is to inform you that we have received a formal request letter from Mrs. Sana Huq to be included as a Director.

According to BSEC notification no. SEC/CMRRCD/2009-193/115/Admin/112 dated December 10, 2020, she is holding qualifying shares of GQ Ball Pen Industries Ltd.

The board considered her application to be included as a director subject to final approval in the next Annual General Meeting.

In this connection, her short Bio-Data, NID, and Photo are attached for your kind information.

This is for your kind perusal.

Thanking you.
Yours sincerely,

K. M. Ershad
Company Secretary

Encl: As stated.