



To Creditors,
ARM Cement PLC (In Liquidation)
P.O. Box 41908 – 00100
Nairobi, Kenya

26 October 2023

Dear Sirs/Madams,

SUBJECT: NOTICE OF A MEETING OF THE CREDITORS OF ARM CEMENT PLC (IN LIQUIDATION) (“ARM” OR “THE COMPANY”)

As you may be aware, the Company was placed under Administration effective 17 August 2018 pursuant to Section 534 (1) of the Insolvency Act 2015 of Kenya (“the Act”). The company was subsequently placed in liquidation effective 1 October 2021.

Section 413 (1) of the Act provides that, if the liquidation of the Company continues for a period of twelve months or more, the Liquidator shall convene a meeting of the Creditors to be held;

- (a) within three months after the end of that period of twelve months; and
- (b) within three months after the end of each subsequent period of twelve months

In line with the above, notice is therefore hereby given that a second Meeting of the Creditors of ARM Cement PLC (In Liquidation), will be held virtually on **Wednesday, 15 November 2023 at 10.00 a.m. – 12.00 p.m. EAT**. The purpose of the meeting will be to lay before the meeting the account of the Liquidators’ acts and dealings, and of the conduct of the liquidation during the preceding year.

- i) Creditors wishing to participate in the meeting should register for the meeting by doing the following:
 - a) Dialing ***483*302#** for all networks and follow the various prompts regarding the registration process; or
 - b) Sending an email request to be registered to **info@comp-rite.com**; or
 - c) Creditors with registered email addresses will receive a registration link via email through which they can use to register.
 - d) Creditors with registered telephone numbers will receive a short message service (SMS) prompting them to register for the meeting.
- ii) Creditors wishing to raise any questions or clarifications regarding the meeting may do so:
 - a) By dialing the USSD code above and selecting the option [ask Question] on the prompts (For Creditors who will have registered to participate in the meeting)
 - b) By sending their written questions by email to **info@comp-rite.com**.
 - c) To the extent possible, physically delivering their written questions to Comp-rite Kenya Limited at 2nd Floor, Muthaiga Mini Market, Limuru Road; or
 - d) Sending their written questions by registered post to Comp-rite Kenya Limited at P.O. Box 63428, 00619 Nairobi.
- iii) Creditors entitled to attend the meeting are entitled to appoint a proxy to attend and ask questions on their behalf. A proxy need not be a member of the Company. The appointed proxy will need access to a mobile telephone. A proxy must be signed by the appointor or his attorney duly authorized in writing. If the appointor is a body corporate, the instrument appointing the proxy shall be given under its common seal or under the hand of an officer or duly authorized attorney of such body corporate. A completed form of proxy should be emailed to **info@comp-rite.com** or delivered to Comp-rite Kenya Limited, 2nd Floor, Muthaiga Mini Market, Limuru Road, P.O. Box 63428–00619 Nairobi so as to be received not later than Monday, 13 November 2023 at 11.00 a.m.
- iv) The meeting will be streamed live via a link which shall be provided to all Creditors who will have registered to participate in the meeting. Duly registered Creditors and proxies will receive a short message service (SMS/USSD) prompt on their registered mobile numbers, 24 hours prior to the meeting acting as a reminder of the meeting. A second SMS/USSD prompt shall be sent three hours ahead of the meeting reminding duly registered Creditors and proxies that the meeting will begin in three hours’ time and providing a link to the live stream.
- v) Ahead of the meeting, the Liquidators will circulate a report to creditors by COB Wednesday, 08 November 2023. Any creditor that does not receive a copy of this report by this date can reach out to us at **ke_arm.administrators@pwc.com** for a copy of the report.
- vi) The Liquidators have also been making distributions to creditors in relation to their claims as submitted in the Administration/ Liquidation of the Company. Any creditor that has not received at least three dividend distributions should bring this to the attention of the liquidators through **ke_arm.administrators@pwc.com**.

The Joint Liquidators act on behalf of the Company **without any personal liability**.

Yours faithfully,
For and on behalf of
ARM Cement PLC (In Liquidation)

George Weru

**Joint Liquidator
Without Personal Liability**