

Note: Shareholders will be able to register to follow the Kakuzi Plc Annual General Meeting, vote electronically or by proxy and may ask questions in advance of the Annual General meeting in the manner detailed below:-

1. Shareholders wishing to participate in the meeting should register for the AGM online at <https://digital.candrgroup.co.ke> or via USSD using short code number *384*040# and following the various prompts regarding the registration process. In order to complete the registration process, shareholders will need to have their Shares Account Number or CDSC Account Number and the ID/Passport Numbers which were used to purchase their shares. For assistance, shareholders should dial the following helpline number: + 254 20 760 8216 from 9:00 a.m. to 3:00 p.m. during the registration open period. Any shareholder outside Kenya should dial the helpline number to be assisted to register or email digital@candrgroup.co.ke
2. Registration for the AGM opens on Friday, 29th May 2020 at 9:00 a.m and will close on Friday, 5th June 2020 at 12:00 noon. Shareholders will not be able to register after Friday 5th June, 2020 at 12:00 noon.
3. In accordance with Section 283 (2) (c) of the Companies Act, the Company's Annual Report and Audited Consolidated and Separate Financial Statements for the year ended 31 December 2019 may be viewed on the Company's website <http://www.kakuzi.co.ke/investor-relations/regulatory-news>
4. Shareholders wishing to raise any questions or clarifications regarding the AGM may do so by:
 - i) Sending their written questions by email to digital@candrgroup.co.ke; or
 - ii) Accessing <https://digital.candrgroup.co.ke>; selecting the Kakuzi Virtual AGM and submitting their questions
 - iii) To the extent possible, physically delivering their written questions with a return physical address or email address to the offices of Custody and Registrars Services Ltd, Company's Registrars, at IKM Place, Tower B, 1st Floor, 5th Ngong Avenue.
 - *Shareholders must provide their full details (full names, Shares Account Number//CDSC Account Number) when submitting their questions and clarifications. Also attach a copy of your ID/Passport if sending by email or delivering to C&R Group*
 - *All questions and clarification must reach the Company on or before Friday, 5th June 2020 at 12:00 Noon.*
 - *Following receipt of the questions and clarifications, the Directors of the Company shall provide written responses to the questions received to the return physical address or email address provided by the Shareholder no later than 12 hours before the start of the general meeting. A full list of all questions received and the answers thereto will be published on the Company's website not later than 12 hours before the start of the general meeting.*
5. In accordance with Section 298(1) of the Companies Act, shareholders entitled to attend and vote at the AGM are entitled to appoint a proxy to vote on their behalf. A proxy need not be a member of the Company but if not the Chairman of the AGM, the appointed proxy will need access to a mobile telephone. A proxy form is attached to this Notice. A proxy must be signed by the appointor or his attorney duly authorized in writing. If the appointer 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 proxy@candrgroup.co.ke or delivered to Custody and Registrars Services Ltd, the Company's Registrars, at IKM Place, Tower B, 1st Floor, 5th Ngong Avenue, so as to be received not later than Friday, 5th June 2020 at 12.00 noon. Any person appointed as a proxy should submit his/her email or mobile telephone number to the Company's Registrars no later than Friday, 5th

June 2020 at 12.00 Noon. Any proxy registration that is rejected will be communicated to the shareholder concerned no later than Monday, 8th June 2020 to allow time to address any issues.

6. The Virtual AGM will be accessible to shareholders and proxies who have duly registered and received the log-in credentials. Duly registered shareholders and proxies will receive a short message service (SMS/USDD) prompt on their registered mobile numbers, 24 hours prior to the AGM acting as a reminder of the AGM. A second SMS/USDD prompt shall be sent two hours ahead of the AGM, reminding duly registered shareholders and proxies that the AGM will begin in two hours' time. Shareholders or proxies can access the Virtual AGM to view the livestream and vote using their log in credentials via <https://digital.candrgroup.co.ke>. Shareholders without internet access can access the Virtual AGM and vote using their log in credentials via USSD *384*040#
7. Results of the AGM shall be published within 24 hours following conclusion of the AGM.

Shareholders are encouraged to continuously monitor the Company's website www.kakuzi.co.ke for updates relating to the AGM due to the continuous evolving situation with COVID-19 pandemic and the Government directives being subject to change. We appreciate the understanding of our shareholders as we navigate the changing business conditions posed by COVID-19 pandemic.