THIS DOCUMENT IS IMPORTANT AND REQUIRES YOUR IMMEDIATE ATTENTION. If you are in any doubt about the contents of this document or the action you should take you are recommended to seek advice from a person authorised under the Financial Services and Markets Act 2000 who specialises in advising in connection with shares and other securities.

If you have sold or otherwise transferred all your shares in Petro Matad Limited (the **Company**) please forward this document, together with the accompanying form of proxy, to the purchaser or transferee, or to the bank, stockbroker or other agent through whom the sale or transfer was effected for transmission to the purchaser or transferee. If you have sold or transferred only part of your holding of shares in the Company, you should retain this document and consult the stockbroker, bank or other agent through whom the sale or transfer was effected.

This document should be read in conjunction with the Annual Report and Accounts in respect of the year ended 31 December 2014.

## **Petro Matad Limited**

(Incorporated in the Isle of Man with company number 1483V)

## **Notice of Annual General Meeting**

## to be held on 5 February 2016

Notice of the Annual General Meeting to be held on 5 February 2016 at 4.30 p.m. local time (8.30 a.m. GMT) at Blue Sky Tower, Topaz Conference Hall, Peace Avenue 17, Sukhbaatar District, Ulaanbaatar, Mongolia is set out on pages 5 to 7. A form of proxy for use in relation to the Annual General Meeting is enclosed.

The action to be taken by Shareholders is set out on page 3. Whether or not you propose to attend the Annual General Meeting you are requested to complete and return the enclosed form of proxy in accordance with the instructions printed thereon and return it by post or, by hand, to: 6th Floor, Victory House, Prospect Hill, Douglas, Isle of Man, IM1 1EQ, or by email to <u>externalproxyqueries@computershare.co.uk</u>, or via the CREST system, in each case as soon as possible but in any event so as to be received not less than 48 hours (not taking into account any part of a day which is not a working day) before the time appointed for the Annual General Meeting. Completion of a form of proxy will not preclude you from attending and voting at the Annual General Meeting in person. To appoint one or more proxies or to give an instruction to a proxy (whether previously appointed or otherwise) via the CREST system, CREST messages must be received by the issuer's agent (ID number 3RA50) not later than 48 hours (not taking into account any part of a day which is not a count any part of a day which is not account any part of a day which is not account any part of a day which is not a working day) before the time of received by the issuer's agent (ID number 3RA50) not later than 48 hours (not taking into account any part of a day which is not a working day) before the time appointed for holding the meeting. For this purpose, the time of receipt will be taken to be the time (as determined by the timestamp generated by the CREST system) from which the issuer's agent is able to retrieve the message. The Company may treat as invalid a proxy appointment sent by CREST in the circumstances set out in Regulation 35(5)(a) of the Uncertificated Securities Regulations 2001.



Directors:

Enkhmaa Davaanyam (Chairperson) Dr. Oyungerel Janchiv (Non-Executive Director) Philip Vingoe (Non-Executive Director) Amarzul Tuul (Executive Director) John Henriksen (Chief Financial Officer) Ridvan Karpuz (Chief Executive Officer)

6 January 2015

Dear Shareholder

#### **Annual General Meeting**

I am writing to inform you that an Annual General Meeting (the **AGM**) of Petro Matad Limited (the **Company**) will be held at 4.30 p.m. local time (8.30 a.m. GMT) on 5 February 2016 at Blue Sky Tower, Topaz Conference Hall, Peace Avenue 17, Sukhbaatar District, Ulaanbaatar, Mongolia. The formal notice of the AGM and resolutions to be proposed are set out on pages 5 to 7.

#### **RESOLUTIONS TO BE PROPOSED AT THE AGM**

#### ORDINARY BUSINESS

#### Annual Report and Accounts (Resolution 1)

Shareholders will be asked to receive and adopt the annual report and audited accounts of the Company for the year ended 31 December 2014 (the **Annual Report and Accounts**).

#### **Re-appointment of Directors (Resolutions 2 to 3)**

In accordance with Article 89, one third of the Directors of the Company are required to submit themselves for re-election at each annual general meeting of the Company. Accordingly, T. Amarzul and John Henriksen being the Directors who have been longest in office since their appointment or last re-appointment, shall retire and be submitted for re-election.

Brief biographical details of each of the Directors standing for re-election appear at Appendix 1. The Board has considered the position of the Directors and recommends their re-election.

#### SPECIAL BUSINESS

#### Amendments to the Articles – disapplication of pre-emption rights (Resolution 4)

We are asking shareholders to approve certain amendments to our Articles in relation to the renewal of the authority to disapply pre-emption rights. Resolution 4 will be proposed as a special resolution.

It is possible that in order to meet its probable future financing requirements, the Company may decide to seek to raise funds by way of one or more non pre-emptive issues of shares for cash.



Under Article 6 of the existing Articles, the Directors require authority from Shareholders to allot shares without first offering them to existing Shareholders in proportion to their existing holdings. Resolution 4, if passed will replace the existing disapplication of pre-emption rights set out in Article 6.4 with substitute authority to the Directors to disapply the pre-emption rights for issues of Ordinary Shares:

- (a) paid up otherwise than in cash;
- (b) pursuant to awards granted under the Company's long term incentive plan or any other share option scheme adopted by the Company; and
- (c) in addition to (a) and (b) up to 200,000,000 Ordinary Shares.

Such authority, if given, will expire at the conclusion of the next annual general meeting of the Company in 2016 or 2017, without prejudice to the allotment of shares pursuant to any offer or agreement made or entered into prior to such expiry. The replacement of the current Article 6.4 shall be without prejudice to the allotment of shares pursuant to offers or agreements made under the current authority.

Copies of the existing Articles and the new Articles will be available for inspection during normal business hours at the registered office of the Company until the date of the AGM or upon request. Copies will also be available at the AGM until its conclusion.

# Amendments to the Articles – origination of notices and receipt of proxy instruments (Resolution 5)

We are asking shareholders to approve certain amendments to our Articles in relation to giving flexibility to directors to authorise notices not have to necessarily originate from outside the United Kingdom and for instruments in writing appointing proxy not to have to necessarily be received in the Isle of Man. Resolution 5 will be proposed as a special resolution.

Indeed, it has been found that the requirements to have all notices originating from outside the United Kingdom and for instruments in writing appointing proxy to have to be received in the Isle of Man could be cumbersome without bringing any clear advantages to the Company. Accordingly, it is felt more efficient to allow directors on a case by case basis to authorise notices to originate from the United Kingdom and for instruments in writing appointing proxy not to have to be received in the Isle of Man.

Copies of the existing Articles and the new Articles will be available for inspection during normal business hours at the registered office of the Company until the date of the AGM or upon request. Copies will also be available at the AGM until its conclusion.

#### Authority to make market purchases (Resolution 6)

Article 14.1(b)(iii) provides that the shareholders may grant a general mandate to the Directors to exercise all of the powers of the Company to repurchase such number of shares in the open market as the shareholders may so authorise. On 21 November 2014, the Company passed a special resolution granting the Directors a general mandate to repurchase shares in the open market with an aggregate nominal value of not more than 15 per cent of the aggregate nominal value of the share capital of the Company in issue as at 29 October 2014. This general mandate will expire at the conclusion of the AGM.



Resolution 6, which will be proposed as a special resolution, will if approved, renew the existing share repurchase authority. It is proposed that the Directors be granted a general mandate to exercise all of the powers of the Company to repurchase shares in the open market with an aggregate nominal value of not more than 15 per cent of the aggregate nominal value of the share capital of the Company in issue at the date hereof. Pursuant to the Articles, this general mandate will continue in force until the earlier of (a) the conclusion of the Company's next annual general meeting in 2016 or 2017 or (b) the revocation or variation of this general mandate by a subsequent special resolution.

#### ACTION TO BE TAKEN

You will find enclosed a form of proxy for use at the AGM.

Please complete, sign and return the enclosed form of proxy as soon as possible in accordance with the instructions printed thereon, whether or not you intend to be present at the AGM. Forms of proxy should be returned either by post or, by hand, to: 6th Floor, Victory House, Prospect Hill, Douglas, Isle of Man IM1 1EQ or by email to <u>externalproxyqueries@computershare.co.uk</u> or via the CREST system, in each case so as to be received by the Company's registrars as soon as possible and in any event no later than 48 hours (not taking into account any part of a day which is not a working day) before the time appointed for holding the AGM. Completion and return of the form of proxy will not preclude you from attending the AGM and voting in person should you subsequently find that you are able to be present.

To appoint one or more proxies or to give an instruction to a proxy (whether previously appointed or otherwise) via the CREST system, CREST messages must be received by the issuer's agent (ID number 3RA50) not later than 48 hours (not taking into account any part of a day which is not a working day) before the time appointed for holding the meeting. For this purpose, the time of receipt will be taken to be the time (as determined by the timestamp generated by the CREST system) from which the issuer's agent is able to retrieve the message. The Company may treat as invalid a proxy appointment sent by CREST in the circumstances set out in Regulation 35(5)(a) of the Uncertificated Securities Regulations 2001.

#### RECOMMENDATION

Your Directors consider that the proposals described in this letter are in the best interests of the Company and its Shareholders as a whole and unanimously recommend Shareholders to vote in favour of all the resolutions to be proposed at the AGM, as they intend to do (other than in respect of their own appointment as directors) in respect of their own beneficial holdings amounting in aggregate to 29,251,407 Ordinary Shares, representing approximately 10.18 per cent. of the Company's issued share capital.

Yours sincerely

D. Enkhmaa *Chairperson* 



## Appendix 1 Director's biographies

#### Amarzul Tuul, Executive Director of the Petro Matad Mongolian subsidiaries

A Mongolian citizen, educated in Singapore Ms. Amarzul has worked in the Mongolian Government's Foreign Investment and Foreign Trade Agency (FIFTA). She then joined the resources sector in Mongolia, holding senior management positions in private sector resource companies. She is the Executive Director of the two local subsidiary companies of the Group. She played an integral role in the negotiation of the PSC terms with the Mongolian Government on Blocks IV and V. Ms. Amarzul's main responsibilities includes maintaining government relations and she represents the Group in all government liaisons with the Ministry, PAM, Customs Office and Local Administration. Ms. Amarzul represents Petro Matad on the Board of the Business Council of Mongolia, an organization that promotes increased trade and investment in Mongolia. She is also the Executive Director of the Mongolian Petroleum Exploration and Production Association, which was established in 2011 and represents PSC contractors' rights and responsibilities in Mongolia. She was awarded a Certificate of Merit in 2003 and Leading Employee of Petroleum Sector in 2011 by the Government of Mongolia.

#### John Rene Henriksen, Chief Financial Officer (CFO)

Mr. Henriksen has 35 years' of experience in the international oil industry and in April 2012 assumed the role of CFO for the Petro Matad Group, based in Ulaanbaatar. Prior to this he was the Country Manager for Salamander Energy's Indonesian operations. Prior to Salamander, Mr. Henriksen worked in senior financial roles for VICO, ENI, LASMO, and Hudson's Bay Oil & Gas, ultimately being responsible for all aspects of financial management, reporting and internal control. A substantial portion of Mr. Henriksen's career has been spent overseas in developing countries and as a result he has a full understanding of cultural sensitivities and working with local governments and partners. Mr. Henriksen is a qualified Accountant and holds a Bachelor of Commerce degree from the University of Alberta in Canada.



## **Petro Matad Limited**

(the **Company**) (Incorporated in the Isle of Man with company number 1483V)

### Notice of Annual General Meeting

NOTICE IS HEREBY GIVEN that the Annual General Meeting of the Company (the **Meeting**) will be held at 4.30 p.m. local time (8.30 a.m. GMT) on 5 February 2016 at Blue Sky Tower, Topaz Conference Hall, Amar Street 8Peace Avenue 17, Sukhbaatar District, Ulaanbaatar, Mongolia for the transaction of the following business:

#### ORDINARY BUSINESS

To consider and, if thought fit, pass the following resolutions:

- 1 To receive and adopt the report of the directors and accounts of the Company for the year ended 31 December 2014 together with the report of the auditors.
- 2 To re-elect Tuul Amarzul who retires pursuant to Article 89 of the Company's articles of association and who, being eligible, offers herself for re-election, as a Director.
- 3 To re-elect John Henriksen who retires by rotation pursuant to Article 89 of the Company's articles of association and who, being eligible, offers himself for re-election, as a Director.

#### SPECIAL BUSINESS

To consider and, if thought fit, pass the following resolutions as special resolutions:

- 4 THAT the Company's articles of association be amended by the substitution for the current article 6.4 of the following:
  - "6.4 The Directors shall have (notwithstanding the restrictions set forth in Article6.1) the power and authority (without the need for further sanction) to allot and issue Ordinary Shares on a non pre-emptive basis:
    - (a) if they are, or are to be, paid up wholly or partly otherwise than in cash;
    - (b) pursuant to awards granted under the Company's long term incentive plan or any other share option scheme adopted by the Company; and
    - (c) otherwise than as provided in paragraphs (a) and (b) up to 200,000,000 Ordinary Shares,

provided that such authority, unless renewed, shall expire at the end of the next annual general meeting of the Company in 2016 or 2017, but shall extend to the making, before such expiry, of an offer or agreement which



would or might require shares to be allotted after such expiry and the Directors may allot shares in pursuance of such offer or agreement as if the authority conferred hereby had not expired and the replacement of the previous Article 6.4 by this Article shall be without prejudice to the allotment of shares pursuant to offers or agreements made under any prior authority."

- 5 THAT the Company's articles of association be amended by adding the words "unless the directors decide otherwise" after the words "originate outside the United Kingdom" in articles 49.2, 113 and 153.1, after the words "originate from outside the United Kingdom" in article 152 and after the words "Isle of Man" in article 72.1(a).
- 6 THAT the directors be granted, pursuant to Article 14.1(b)(iii) of the Company's articles of association, a general mandate to exercise all of the powers of the Company to repurchase ordinary shares in the Company in the open market with an aggregate nominal value of not more than 15 per cent of the aggregate nominal value of the share capital of the Company in issue as at the date of this Notice.

By order of the Board,

Dated 6 January 2015

John Henriksen Director

Registered Office: Victory House, Prospect Hill, Douglas, Isle of Man IM1 1EQ Notes:

- 1 A member entitled to attend and vote at the Meeting may appoint one or more proxies to attend and vote instead of him. A proxy need not be a member of the Company.
- 2 A Form of Proxy is provided with this notice. Completion and return of such a proxy will not prevent a member from attending the Meeting and voting in person should they wish to do so.

**Isle of Man:** Victory House Douglas Isle of Man Tel: +44 (0)1624 627099 Fax: +44 (0)1624 677225



- 3 To be effective, the Form of Proxy and any power of attorney or other authority under which it is signed (or a notarially certified copy of such authority) must be returned either by post, or, by hand, to: 6th Floor, Victorv House. Prospect Hill, Douglas, Isle of Man IM1 1EQ or by email to externalproxyqueries@computershare.co.uk, or via the CREST system, in each case so as to be received by the Company's registrar not less than 48 hours (not taking into account any part of a day which is not a working day) before the time appointed for the Meeting or any adjournment thereof. To appoint one or more proxies or to give an instruction to a proxy (whether previously appointed or otherwise) via the CREST system, CREST messages must be received by the issuer's agent (ID number 3RA50) not later than 48 hours (not taking into account any part of a day which is not a working day) before the time appointed for holding the meeting. For this purpose, the time of receipt will be taken to be the time (as determined by the timestamp generated by the CREST system) from which the issuer's agent is able to retrieve the message. The Company may treat as invalid a proxy appointment sent by CREST in the circumstances set out in Regulation 35(5)(a) of the Uncertificated Securities Regulations 2001.
- Every member who (being an individual) is present in person or (being a corporation) is present by a duly authorised representative (not being himself a member entitled to vote), shall on a show of hands have one vote and on a poll every member present in person or by proxy or (being a corporation) by a duly authorised representative shall have one vote for each share of which he is the holder. A resolution is passed either (i) on a show of hands by a majority of in excess of 50 per cent of such members as are present and voting; or (ii) on a poll of members of the Company holding in excess of 50 per cent of the voting rights attributable to the shares held by the member or members present and voting at the relevant meeting. A "special resolution" is passed either (i) on a show of hands by a majority of not less than 75 per cent of such members as are present and voting at the relevant meeting; or (ii) on a poll of members of the voting rights attributable to the shares held by the relevant meeting; or (ii) on a poll of members of the relevant meeting.
- 5 Pursuant to Regulation 22(1) of the Uncertificated Securities Regulations 2006 of the Isle of Man (SD No. 743/06), the Company has specified that only those members registered on the register of members of the Company at close of business on 3 February 2016 shall be entitled to attend and vote at the meeting in respect of the number of shares registered in their name at that time. Changes to the register of members after close of business on 3 February 2016 shall be disregarded in determining the rights of any person to attend and vote at the meeting.
- 6 Where a corporation is to be represented at the Meeting by a corporate representative, such corporation must deposit a certified copy of the resolution of its directors or other governing body authorising the appointment of the representative at the Company's registered office address not later than 48 hours before the time appointed for the Meeting.
- If the Chairman, as a result of any proxy appointments, is given discretion as to how the votes the subject of those proxies are cast and the voting rights in respect of those discretionary proxies, when added to the interests in the Company's securities already held by the Chairman, result in the Chairman holding such number of voting rights that he has a notifiable obligation under the Disclosure and Transparency Rules, the Chairman will make the necessary notifications to the Company and the Financial Conduct Authority. As a result, any member holding 3 per cent. or more of the voting rights and so would otherwise have a notification obligation under the Disclosure Rules, need not make a separate notification to the Company and the Financial Conduct Authority.
- 8 As at 6 January 2016, being the last practicable date prior to the printing of this Notice, the Company's issued share capital consisted of 287,494,775 Ordinary Shares carrying one vote each. Therefore, the total number of voting rights in the Company as at 6 January 2016, are 287,494,775.
- 9 Copies of the service agreements and letters of appointment between the Company and its Directors and copy of the proposed new Articles of Association of the Company with copy of the existing Memorandum and Articles of Association marked to show the changes being proposed in Resolutions 4 to 6 will be available for inspection at the registered office of the Company during usual business hours on any weekday (Saturdays, Sundays and Bank Holidays excluded) until the date of the meeting and also on the date and at the place of the meeting from 4.30 p.m. (8.30a.m. GMT).