

# NOTICE OF THE 28<sup>th</sup> ANNUAL GENERAL MEETING

Notice is hereby given that the 28<sup>th</sup> Annual General Meeting (AGM) of the Hon'ble Members of Dutch-Bangla Bank PLC (the Bank / the Company) will be held on Sunday, June 09, 2024 at 11.00 A.M. virtually using digital platform through the following link <https://agmbd.live/dbbl2024> to transact the following businesses:

## Agenda

01. To receive, consider and adopt the Audited Financial Statements of the Company with Auditors' Report thereon and the Directors' Report for the year ended December 31, 2023.
  02. To declare dividend for the year 2023.
  03. To elect/re-elect Directors.
  04. To appoint/reappoint the Auditors for the year 2024 and fix their remuneration.
  05. To appoint/reappoint the Compliance Auditors for the year 2024 for Compliance Certification on Corporate Governance Code and fix their remuneration.
- v. The Members may also send their comments / queries through voice recording (video / audio) via email to [share@dutchbanglabank.com](mailto:share@dutchbanglabank.com) on or by 4.00 P.M, June 04, 2024. The maximum length of the video / audio recording be 2 (two) minutes.
  - vi. The detailed procedures to participate in the virtual meeting and Frequently Asked Questions (FAQs) have been provided in the Annual Report and published on the Investor Relations' Section of the Company's website at: [www.dutchbanglabank.com](http://www.dutchbanglabank.com)
  - vii. We encourage the Members to login to the system prior to 11.00 A.M. (Dhaka time) on 09.06.2024. Please allow ample time to login and establish your connectivity. The webcast will start at 11.00 A.M. (Dhaka Time). Please contact +880 9666322050 (Ext. 750999) +880 9612322050 (Ext. 750999) for any technical difficulties in accessing the virtual meeting.
  - viii. The dividend will be paid through BEFTN or any other mode as may be deemed appropriate by the Company as per directive of BSEC.
  - ix. A Member eligible to attend and vote at the Annual General Meeting may appoint a proxy to attend and vote on his / her behalf. The "Proxy Form", duly filled, signed and stamped with Taka 20.00 must be sent / submitted to the Registered Office of the Company or through e-mail at [share@dutchbanglabank.com](mailto:share@dutchbanglabank.com) no later than 72 hours before the time fixed for the Annual General Meeting.
  - x. The election of Directors of the Company will be dealt with as per rules and regulations in force.
  - xi. The existing statutory Auditors, A. Qasem & Co. and compliance Auditors Hoda Vasi Chowdhury & Co. will retire and as per rule, they are eligible for re-appointment.

By order of the Board



Mohammed Mesbahul Alam  
Company Secretary  
Dated: Dhaka, May 16, 2024.

## NOTES

- i. The 'Record Date' for the purpose of attending the meeting and entitlement to dividend was Thursday, May 09, 2024.
- ii. The Members whose names appeared on the 'Record Date' in the Member's Book / Depository Register of the Company are eligible to attend the meeting and entitled to dividend.
- iii. The AGM will be a virtual meeting of the Members, which will be conducted via live webcast by using digital platform.
- iv. The Members will be able to submit their questions / comments electronically 24 hours before commencement of the AGM and during the AGM. For logging into the system, the Members need to put their 16-digit Beneficial Owner (BO) ID number / Folio number and other credentials as proof of their identity by visiting the link <https://agmbd.live/dbbl2024>
- xii. As per BSEC Notification dated 20 June 2018, Annual Report 2023 will be duly sent in soft form to the Hon'ble Members' email addresses available in their Beneficial Owner (BO) accounts maintained with the Depository. The soft copy of the Annual Report 2023 will be also available in the Bank's website ([www.dutchbanglabank.com](http://www.dutchbanglabank.com)).
- xiii. Depository Participants (DP) / Stock Brokers are requested to send the list of Margin Account Holders, if any, along with their Bank Account within May 20, 2024 to the Company, otherwise, the dividend will be paid to hon'ble shareholders bank account whose names appeared in the Member/Depository Register on the 'Record Date'.
- xiv. No gift or Benefit in cash or kind shall be paid / offered to the Hon'ble Shareholders in the 28th AGM of the Bank as per BSEC Circular and listing regulations of Stock Exchanges.