

# সাউথ বাংলা এগ্রিকালচার এন্ড কমার্স ব্যাংক লিমিটেড

## South Bangla Agriculture & Commerce Bank Limited

BSC Tower, (5th - 16th Floor), 2-3 Rajuk Avenue, Motijheel, Dhaka-1000

Phone: (02) 223357207-11



### Notice of the 8th Annual General Meeting

Notice is hereby given to all Members of South Bangla Agriculture & Commerce Bank Limited (the "Company") that the 8th Annual General Meeting of the Members of the Company will be held at 3:30 PM on Thursday, October 21, 2021, online (virtual platform), organised from Head office, South Bangla Agriculture and Commerce Bank Limited, BSC Tower, 2-3 Rajuk Avenue, Motijheel, Dhaka-1000, to transact the following business and adopt necessary resolutions:

#### AGENDA:

1. To receive, consider and adopt Directors' Report, Auditor's Report and the Audited Financial Statements of the Company for the year ended December 31, 2020.
2. To declare dividend out of the Profits for the year ended December 31, 2020.
3. To appoint Auditors of the Company for the term until the conclusion of the next Annual General Meeting and to fix their remuneration.
4. To elect Directors in place of those who shall retire in accordance with the provisions of the laws and the Articles of Association of the company.
5. To appoint practicing Professional Accountant or Secretary for certification on compliance of the Corporate Governance Code.
6. To approve the appointment of Independent Director.
7. To intimate expenditure regarding vehicles of Bank's pool.

Dhaka

Date: 30.09.2021

By order of the Board

Md. Mokaddess Ali ACS  
Senior Vice President &  
Company Secretary

#### NOTES:

- The 'Record Date' in lieu of Book Closure: September 28, 2021. The Shareholders whose names appear in the Members Register of the Company under CDS on Record Date (September 28, 2021) will be eligible to attend the 8th AGM and would be qualified to receive Dividend (if any).
- A member entitled to attend and vote at the AGM may appoint a proxy to attend the meeting and take part in the proceedings thereof on his/her behalf. The scanned copy of "Proxy Form", duly signed and affixed with BDT 20 revenue stamp must be sent through email to Bank's board division at [cs@sbacbank.com](mailto:cs@sbacbank.com) / deposited at the Registered Office of the Bank no later than 72 hours before commencement of the AGM.
- The meeting will be held online through digital platform as per Notification No. BSEC/CMRRCD/2009-193/08, dated: March 10, 2021 of BSEC. The shareholders will join the virtual AGM through the link <https://sbacbank.bdvirtualagm.com> which will be conducted using digital platform. In order to login into the system, the shareholders need to put their 16-digit Beneficial Owner (BO) Number and other credentials as a proof of their identity. The shareholders will be able to submit their questions/comments electronically before 24 (twenty-four) hours of commencement of the AGM through above link and also during the Annual General Meeting. Link of the meeting and login details will be notified to the respective Member's email address and by SMS. Full login/participation process for the Digital Platform meeting will also be available in the Bank's website: <http://www.sbacbank.com>.
- The Online (real time) or e-voting option shall be opened before 25 hours prior to start of general meeting and shall remain open up to the closure of general meeting.
- Members whose email addresses have been updated/changed in the meantime, are requested to email us at [cs@sbacbank.com](mailto:cs@sbacbank.com) mentioning their full name, BO ID, email address and mobile number to get the digital platform meeting invitation.
- Pursuant to the Bangladesh Securities & Exchange Commission Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated 20 June 2018, we have already sent the Annual Report-2020 of the Bank, Proxy Form and Notice of the 8th AGM in soft form to the e-mail of the shareholders available in their Beneficial Owners (BO) accounts maintained with the Depository. Shareholders may also collect the printed copy of the Annual Report-2020 from the registered address of the Bank. Soft copy of the Annual Report-2020, Notice of 8th AGM and Proxy Form will also be available at the website of the Bank: <http://www.sbacbank.com/finance.php>
- Concerned Depository participants (DP)/Merchant Banks are requested to provide us with a list of their margin loan holders who hold SBAC Bank shares, as on record date with the details of Shareholders' name, BO ID, shareholding position, cash dividend receivable, tax rate etc. (in MS Excel format), within October 14, 2021, along with the name of the contact person to the Share Department of the company and also soft copy of the same [cs@sbacbank.com](mailto:cs@sbacbank.com) for facilitating payment of Cash Dividend. The DP/ Stock Brokers are requested to provide us with their Bank Account name & number, routing number etc. for receiving the dividends of their margin loan holders

# South Bangla Agriculture & Commerce Bank Limited's Virtual AGM System Manual



**Supported Browser:** Latest version of



Google Chrome , Microsoft Edge , Opera , Safari , Mozilla Firefox 


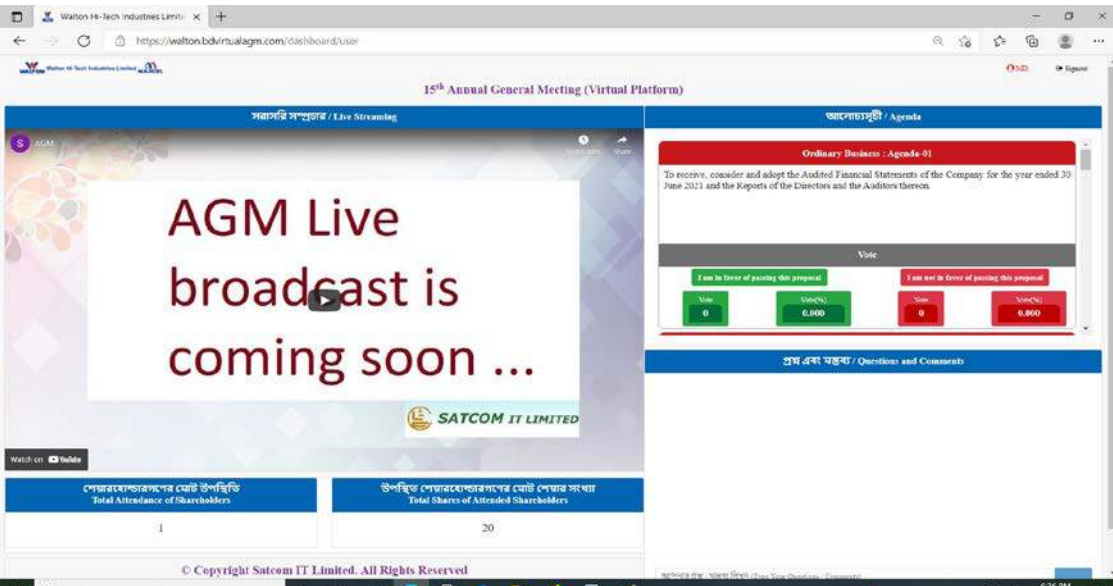
**Supported Device:** Laptop, Desktop, Tab, Mobile (android/ iPhone)

Virtual AGM with this simple step for Shareholder:

 <p>Step - 1</p>	<p><b>Log in to the link-</b></p>
	<p><a href="https://sbacbank.bdvirtualagm.com">https://sbacbank.bdvirtualagm.com</a></p>

 <p>Step - 2</p>	<p><b>Log on Interface</b></p>	
	<p><b>Before Activation</b></p>	<p><b>After Activation</b></p>
	<p>AGM will be held on <b>21<sup>st</sup> October 2021</b> <b>(Thursday) at 03:30 PM</b> Link will be activated on <b>22<sup>nd</sup> October 2021 at 03:30 PM</b></p>	<div style="border: 1px solid gray; padding: 5px;"> <p style="text-align: center;"><b>Sign In</b></p> <p>BO/Folio/Admin/Scrutinizer ID:*</p> <input type="text" value="Type your ID"/> <input type="button" value="Go"/> </div> 

 <p>Step - 3</p>	<p><b>Login screen:</b></p> <p>a) Enter <b>16 digit BO number or Folio number*</b></p> <p>b) Click <b>Go</b> button then</p> <p>c) Click <b>Login</b> button</p>	<div style="border: 1px solid gray; padding: 5px;"> <p style="text-align: center;"><b>Sign In</b></p> <p>BO/Folio/Admin/Scrutinizer ID:*</p> <input type="text" value="Type your ID"/> <input type="button" value="Go"/> </div>	<div style="border: 1px solid gray; padding: 5px;"> <p style="text-align: center;"><b>Sign In</b></p> <p>BO/Folio/Admin/Scrutinizer ID:*</p> <input type="text" value="1201470000000001"/> <input type="button" value="Go"/> </div> <p style="text-align: center;"><input type="button" value="Login"/></p>
			

 <p>Step - 4</p>	<p><b>Shareholders can see:</b></p> <p>a) Live Streaming, b) Total attendance (Number of Shareholders with Total Shares), c) Agenda &amp; Agenda wise voting result d) Question &amp; Comments.</p>
	

**Shareholders can do:**

Shareholders can vote (Yes/ No) for any Agenda

Click on **Green Button For Favor** or

Click on **Red Button For Against**

Step - 5

**আলোচ্যসূচী / Agenda**

**Agenda-01**

To receive, consider and adopt the Audited Financial Statements of the Company for the year ended 30 June 2021 and the Reports of the Directors and the Auditors thereon.

**Vote**

<b>I am in favor of passing this proposal</b>		<b>I am not in favor of passing this proposal</b>	
Vote	Vote(%)	Vote	Vote(%)
2500	100.000	0	0.000

প্রস্তাবটি পাসের জন্য সমর্থন করছি

**Shareholders can do:**

Shareholder can submit Question or Comments.

**Type** your Question or Comments (English or Bangla) then click **Submit** Button.

Step - 6

**প্রশ্ন এবং মন্তব্য / Questions and Comments**

আপনার প্রশ্ন / মন্তব্য লিখুন (Type Your Questions / Comments)

**Submit**