

# NOTICE OF THE 20<sup>TH</sup> ANNUAL GENERAL MEETING

Notice is hereby given that the 20<sup>th</sup> Annual General Meeting of Continental Insurance Limited will be held on Thursday, 20<sup>th</sup> August 2020 at 11.00am (Dhaka Time). The AGM will be held virtually by using Digital Platform to transact the following business:

1. To receive, consider and adopt the Audited Financial Statements for the year ended December 31, 2019 together with Directors and Auditors Report thereon;
2. To declare dividend for the year ended December 31, 2019 as recommended by the Board of Directors;
3. To elect/re-elect Directors;
4. To appoint Auditors for the term until the next Annual General Meeting and fix their remuneration;
5. To appoint Compliance Auditor Firm and to fix their remuneration;
6. To transact any other business with the permission of the Chair.

All Shareholders of the Company are requested to kindly attend the Meeting accordingly,

Dated, Dhaka:  
26th July, 2020

By Order of the Board

Sd/-  
(Ataur Rahman)  
Company Secretary

## **Notes:**

1. **20th July, 2020** was scheduled as Record Date. The shareholders whose names appear in the Register of members on the record date will be eligible to attend the Meeting and vote thereat and qualify for dividend.
2. Pursuant to the Bangladesh Securities & Exchange Commission's Order No. SEC/SRMIC/04-231/932 dated 24 March 2020, the AGM will be virtual meeting of the Members, which be conducted via live webcast by using digital platform.
3. The member will be able to submit their question/comments and vote 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 and other credential as proof of their identity by visiting the link given to the website of the Company i.e. [www.cilbd.com](http://www.cilbd.com). The link also sent/be sent to the email addresses of the respective shareholders.
4. The detailed procedures to participate in the virtual meeting and Frequently Asked Questions (FAQs) have been published in the Company's website at [www.cilbd.com](http://www.cilbd.com)
5. We encourage the members to log into the system prior to the meeting start time of 11.00am (Dhaka time). Please contact +8801713370245 for technical difficulties in accessing the virtual meeting.
6. A member entitled to attend and vote at the Annual General Meeting may appoint a proxy to attend the meeting and vote thereat on his/her behalf. The Proxy Form duly completed, must be affixed with a revenue stamps of BDT 20/- and deposited at registered office not later than 48 hours before the time of holding the meeting.
7. Pursuant to the Bangladesh Securities & Exchange Commission (BSEC) Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated 20 June 2018, the soft copy of the Annual Report- 2019 is being sent to the email addresses of the members available in their Beneficiary Owner accounts maintained with Depository. The Members are requested to update their respective email address, mobile number & BO IDs with 12-Digit Taxpayer's Identification Number (e-TIN) and address through their Depository Participant (DP). The soft copy of the Annual Report will also be available on the Company's website at [www.cilbd.com](http://www.cilbd.com)