

Notice of the 10th Annual General Meeting

Notice is hereby given to all Members of South Bangla Agriculture and Commerce Bank Limited (“the Company”) that the 10th Annual General Meeting (AGM) of the Company will be held Online/virtually using Digital Platform through the Link: <https://sbacbank.bdvirtualagm.com> on Sunday, June 18, 2023 at 11:30 AM, to transact the following business:

AGENDA:

1. To receive, consider and adopt the Audited Financial Statements of the Company for the year ended December 31, 2022 along with Auditors’ Report thereon and the Directors’ Report.
2. To declare dividend out of the Profits for the year ended December 31, 2022.
3. To elect/re-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.
4. To appoint/re-appoint Auditors of the Company for the term until the conclusion of the next Annual General Meeting and to fix their remuneration.
5. To appoint/re-appoint Corporate Governance Auditor for the term until the conclusion of the next Annual General Meeting and to fix their remuneration.
6. To approve the appointment/re-appointment of Independent Director(s).
7. To intimate expenditure regarding vehicles of Bank’s pool.

All the Members of the Company are requested to attend the AGM.

Dhaka
Date: 25.05.2023

By order of the Board



Md. Mokaddess Ali FCS
EVP & Company Secretary

NOTES:

- The ‘**Record Date**’ in lieu of Book Closure was **May 21, 2023**. The Shareholders whose names appeared in the Members Register of the Company under Central Depository System (CDS) on the Record Date will be eligible to participate at the 10th AGM and vote thereat, and would be qualified to receive Cash Dividend (if any);
- A Shareholder/Member entitled to participate and vote at the AGM may appoint a proxy to participate at the meeting and take part in the proceedings thereof on his/her/its behalf. Scanned Copy of "Proxy Form" duly signed and affixed with Stamp(s) of BDT 100 must be sent through email to Bank’s Board Division at cs@sbacbank.com or Hard Copy thereof must be deposited at the Registered Office of the Bank not less than 72 hours before commencement of the AGM.
- For joining through digital platform, and/or for voting on the proposed resolutions, a Shareholder/Member entitled to participate and vote at the AGM shall have to login into the system by putting 16-digit Beneficial Owner (BO) Number and other credentials as a proof of identity. The Process/Procedure for logging into and Participation/Voting through the Digital Platform will be notified by email and SMS will also be made available at the Bank’s Website: <http://www.sbacbank.com>. Members whose contact details have been updated/changed in the meantime are requested to email us at cs@sbacbank.com mentioning their full name, BO ID, email address and mobile number.



- The Virtual/Digital Platform [Link: <https://sbacbank.bdvirtualagm.com>] shall be opened 25 hours before commencement of the AGM and shall remain open until the closing of the meeting. Through the link questions/comments may be submitted electronically during this period and voting may be done until closing of voting facility for counting and declaration of the voting result.
- Link for downloading the Annual Report 2022 containing Notice of the 10th AGM and Proxy Form shall be sent in soft form to the email addresses of the Members available in their BO Accounts maintained with the Depository and also be made available at the Bank's Website: <http://www.sbacbank.com>. Any Member may collect printed copy of the Annual Report 2022 from the registered office of the Bank.
- Depository Participants (DP)/Merchant Banks concerned are requested to provide us with a list of the holders of margin loan holding shares of the Bank as on record date with details of Shareholders' name, BO ID, shareholding position, cash dividend receivable (if any), tax rate etc. (in MS Excel format), within June 06, 2023, along with the name of the contact person addressing to the Share Department of the Bank and also to email soft copy of the same to cs@sbacbank.com for facilitating payment of Cash Dividend, if any. They are requested also to provide us with their Bank Account Details for receiving the dividends against margin loan holders.