

Notice of the 21st Annual General Meeting

Notice is hereby given to all the members of Dhaka Bank Limited that the 21st Annual General Meeting of the members of the Company will be held on Sunday, May 29, 2016 at the Utsab Hall, Radisson Blu Dhaka Water Garden, Airport Road, Dhaka Cantonment, Dhaka at 11:00 a.m. to transact the following business:

1. To receive, consider and adopt the Profit and Loss Account of the Company for the year ended 31st December, 2015 and Balance Sheet as of that date together with the Reports of the Directors and Auditors thereon.
2. To declare dividend for the Shareholders for the year ended 31st December 2015 as recommended by the Board of Directors.
3. To elect/re-elect Directors who shall retire by rotation as per the Articles of Association of the Company and to approve the appointment of 01 (one) Independent Director of the Company.
4. To re-appoint Auditors of the Company for the term until the next Annual General Meeting and to fix-up their remuneration.
5. Any other matter with the permission of the Chair.

April 21, 2016

By order of the Board
Sd/-
Arham Masudul Huq
SEVP & Company Secretary

NOTES

1. The 'Record Date' shall be on Wednesday, May 11, 2016. The Shareholders whose names would appear in the CDS/Register of Members of the Company on the Record Date shall be entitled to the dividend and attend the AGM.
2. A member eligible to attend the Annual General Meeting may appoint a proxy to attend on his/her behalf. Proxy Form/Power of Attorney must be submitted at the Corporate Office of the Company situated at 71, Purana Paltan Lane, Kakrail, Dhaka not later than 48 hours before the time fixed for the Annual General Meeting. Revenue Stamp of Tk. 20/- (Taka Twenty) only shall have to be affixed on the Proxy Form.
3. Shareholders and proxies are requested to record their entry in the AGM well in time. No entry will be recorded after 10: 30 a.m.
4. Shareholders are requested to update their respective BO Accounts with 12 digits Taxpayer's Identification Number (e-TIN), Bank Account Number and Mailing Address through their respective Depository Participants before the Record Date. If a shareholder (other than a company) fails to update e-TIN in his/her BO Account before the Record Date, disbursement of dividend will be subject to deduction of Advance Income Tax (AIT) @15% instead of @10% as per amended Section 54 of the Income Tax Ordinance, 1984.
5. Merchant Banks and Depository Participants (DPs) are requested to provide the list of their margin clients who will hold the shares of the Company as on 'Record Date' to the Share Department of the Company situated at 71, Purana Paltan Lane (Level-6), Kakrail, Dhaka well ahead of AGM for facilitating payment of Cash Dividend and proportionate sale proceeds of fractional bonus shares.
6. No gift or benefit in cash or kind shall be offered to the shareholders in the 21st Annual General Meeting in compliance with the Bangladesh Securities and Exchange Commission's Circular No.SEC/CMRRCD/2009-193/154 dated 24.10.2013.

