



## JANATA INSURANCE COMPANY LIMITED

Registered Office : Janata Insurance Bhaban, Ga/95/D, Link Road, Middle Badda, Gulshan-1, Dhaka-1212.

### Notice of the 34<sup>th</sup> Annual General Meeting.

Notice is hereby given that the 34<sup>th</sup> Annual General Meeting of the shareholders of Janata Insurance Company Limited (JICL) will be held on **Thursday, November 26, 2020 at 11.00 AM (Dhaka Time)** through **Digital Platform** (in pursuant to the Bangladesh Securities and Exchange Commission's order No.SEC/SRMRC/04-231/25 dated 08.07.2020) to transact the following business :

1. To receive and adopt the Directors' Report and Audited Financial Statements of the Company for the year ended on December 31, 2019 together with the Auditors' Report thereon;
2. To declare 10% cash Dividend for the year ended December 31, 2019 as recommended by the Board of Directors;
3. To appoint/re-appoint Auditors of the Company for the year 2020 and fix their remuneration;
4. To appoint compliance Auditor of the Company for the year 2020 and fix their remuneration;
5. To approve the appointment of Independent Directors of the Company.
6. To elect/re-elect Directors of the Company;

All honorable Shareholders are requested to join the meeting on the date & time through digital platform.

By order of the Board of Directors

Md. Imtiaz Bhuiyan  
Company Secretary

Dated: November 09, 2020  
Dhaka

#### Notes:

- 1) The **Record Date** was fixed on September 30, 2020. The Shareholders, whose names appear in the CDS/Company's Share Register on the **Record Date** he/she will be eligible to attend the Meeting through Digital Platform and qualify for dividend.
- 2) A shareholder can appoint a Proxy.
- 3) Any member or their appointed proxies can attend and vote on his/her behalf at Annual General Meeting.
- 4) Proxy must be a member/shareholder of the company.
- 5) The proxy Form duly completed and submitted at the registered office of the Company at least 72 hours before the AGM with affixed a revenue stamp of Tk.20.00. Members may download Proxy Form from the Company's website [www.jiclb.com](http://www.jiclb.com) in due time.
- 6) The shareholders are requested to join The Virtual Annual General Meeting using their laptop, PC, Mobile or Tab providing their respective Name, 16-Digit BO ID, and No. of Shares. The detailed procedures and link of Digital Platform will be communicated later on to the shareholders e-mail ID and also available in the Company's website [www.jiclb.com](http://www.jiclb.com) in due time.
- 7) In Compliance with BSEC Notification No. BSEC/CMRRCD/2006-158/208/ Admin/81 dated 20 June, 2018:
  - i) Attendance Slip and Proxy Form along with the Notice of the 34<sup>th</sup> AGM are being sent in soft copy to the shareholders e-mail address in due time.
  - ii) The members who don't have e-mail address linked with their BO ID are requested to send their respective e-mail address to [share@jiclb.com](mailto:share@jiclb.com) to enable us to send the e-Annual Report 2019 or can download the same from website [www.jiclb.com](http://www.jiclb.com).
  - iii) Members are requested to inform us in writing who want to collect the printed copy of the Annual Report-2019.
  - iv) The Annual Report is also available in the Company's website linked with the websites of both Dhaka and Chittagong Stock Exchange Limited.
    - Valued Members were requested to update their Bank Account Number, email address, Cell Number through their respective Depository Participants (DP).
    - The concerned Brokerage Houses were requested to provide us a statement with the Details (Shareholders' name, BO ID number, client-wise shareholding position) of their margin account holders (if any) who hold JICL shares, as on the 'Record Date' along with the name of the contact person in this connection on or before 20 November, 2020.
    - The shareholders will be able to submit their questions/comments electronically to the e-mail address [share@jiclb.com](mailto:share@jiclb.com) before 48 hours of the AGM.

**N.B.** No Gift/Gift Coupon/Benefit in cash or Kind, shall be offered/paid to the shareholders in the 34<sup>th</sup> AGM in compliance with the circular of Bangladesh Securities and Exchange Commission's SEC/CMRRCD/2009-193/154 dated 24 October, 2013.